**Journal of At-Risk Issues (JARI)**

**Qualitative Manuscript Format**

**Submitted the following documents to Greg Hickman, Editor JARI at** **greg.hickman@dropoutprevention.org****:**

* Cover page with no names and/or affiliations and Abstract
* Manuscript
* Appendices, Tables, Figures, Graphs

**Cover Page with Abstract**

* Title of Study
* No author names and affiliations
* Follow APA 6th Edition guidelines for Abstract - See p. 26 APA Manual
* 150 Word limit to include:
	+ Problem under investigation, in one sentence if possible
	+ Participants, specifying pertinent characteristics such as age, sex, ethnicity, etc.
	+ Essential features of study methodologically
	+ Basic findings, including size effects, significance, confidence intervals, and/or p values
	+ Conclusions and the implications

**Manuscript**

* Introduction
	+ 1 ½ to 2 pages introducing the topic of study and problem grounded in research that supports the justification and need for study
	+ Support all claims of knowledge, understanding, and content with sources. Preferably empirical research sources
	+ A gap/problem statement that ends the introduction and identifies the gap in the research literature that addresses a documented problem cited from the research literature
	+ Here is a template to follow to end your introduction - Although the aforementioned research regarding (**insert your topic**) illuminates important findings, I have found no research that has examined (**insert your gap that you have not found to be researched).** Given such, further research is warranted that could examine (**insert gap briefly**) in an effort to address the documented **problem (insert documented and cited problem** this gap will address)
* Purpose Statement
	+ Address the purpose of study to align with the gap and problem
	+ Identify the method and design in your purpose statement
	+ Example – The purpose of this qualitative phenomenological design study is to understand the experiences of gifted high school dropouts from a human ecological systems framework
* Research Question/hypotheses
	+ Address research question that only align with purpose of study
	+ Avoid research questions that do not align with purpose of study
	+ Avoid crafting yes/no research questions
* Methods
	+ Method and design and why appropriate for study
	+ Procedures of study
	+ Sampling strategy
	+ Sample size based on current research with qualitative design of study being used
	+ Analysis – specific analysis being used and why appropriate based on purpose and research question
	+ Researcher credibility
	+ Ethical Considerations such as confidentiality, anonymity, consent forms, debriefing, etc.
* Results
	+ Briefly remind reader of the research questions/ hypotheses
	+ Provide any demographic/descriptive statistics for your sample
	+ Answer your research questions/hypotheses based on your data
* Discussion
	+ Interpretation of results
	+ Connect results back to research literature
	+ Limitations of study
	+ Significance of study
	+ Future implications of research
	+ Conclusions
* References
	+ Follow APA 6th Edition guidelines
	+ See p. 49-51 APA Manual

**Appendices, Tables, Figures, Graphs**

* Follow APA 6th Edition guidelines