

Template I

Final Report Template—Sample One

District:
Co-investigators:
Inquiry Question:
INTRODUCTION
Who are you? What are you studying? In a paragraph or two describe: <ul style="list-style-type: none">• Where the inquiry was conducted• Your demographic data including any pertinent characteristics of the staff and students• Your inquiry question, focus of the inquiry, and why it matters to you
LOOKING AT THE RESEARCH (LITERATURE REVIEW)
What does the current policy and research say about your issue or concern? <ul style="list-style-type: none">• What the current policy and research says about your issue• How the policy and research impacts your inquiry work
DESCRIPTION OF THE INQUIRY PROCESS (METHODOLOGY)
<ul style="list-style-type: none">• What did you do?• Clearly and concisely explain in a paragraph what you did
ANALYSES
What did you find out? Describe in a few paragraphs what you found out about your inquiry question. You can include: <ul style="list-style-type: none">• Examples of student work• Reflections on how your practice has changed because of the inquiry• Statistics, charts, and graphs
FUTURE DIRECTIONS
Describe the implications of your inquiry on your work as educators. How has this impacted your practice? Your beliefs? What do you plan to do next as a part of your teaching practice?
ARTIFACTS
<ul style="list-style-type: none">• Quotes from students and/or colleagues (ensure you have written permission from parents and/or colleagues)• Quotes from a reflective journal• Quotes from articles, resources• An excerpt from a learning and/or assessment encounter• Photographs (ensure you have written permission from parents and/or colleagues)

Adapted from the Ontario Ministry of Education, (2009).