Action Research & Supporting Documents

Polk State College

Innov8 Academy

Action Research Project Plan Template
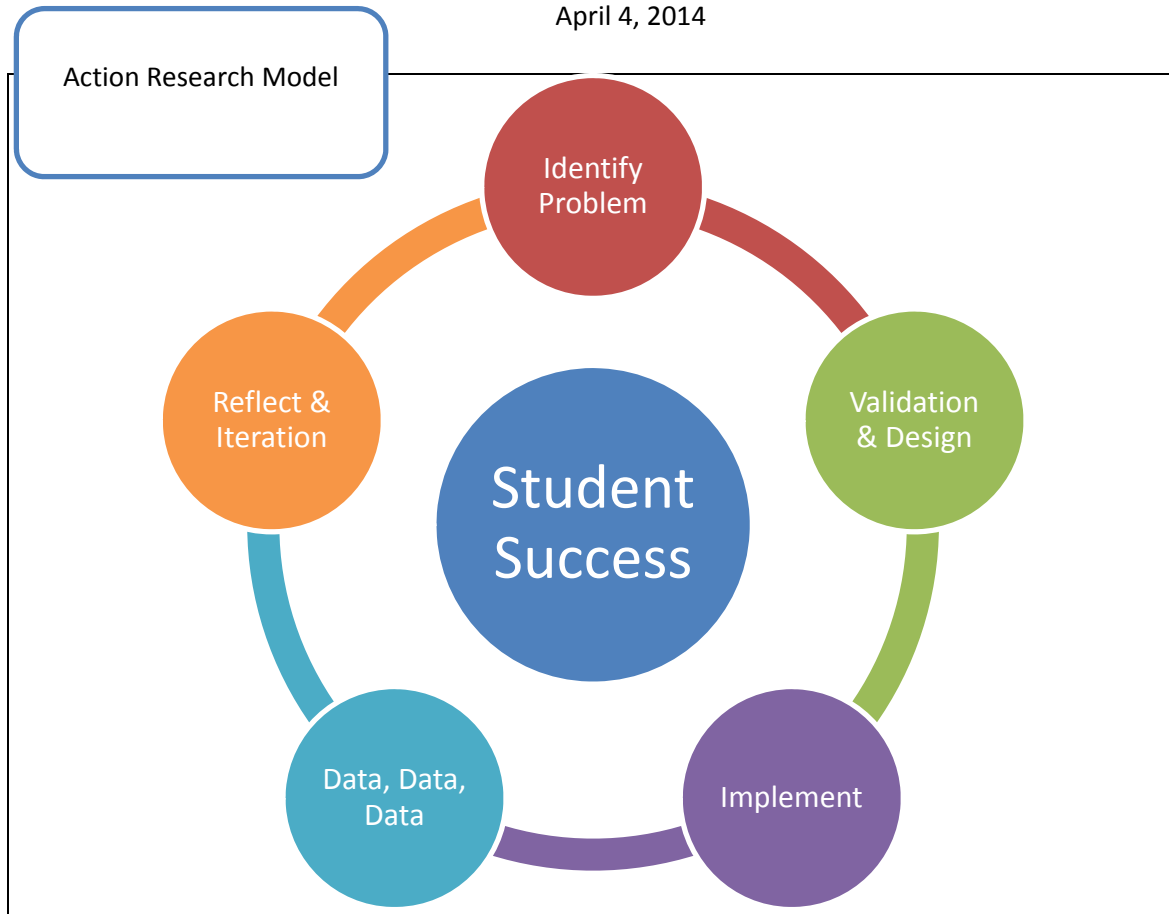
Name (or Group Members): _____

Date: _____

Task	Complete for Personal Action Research Project	Targeted Date of Completion
I. THE PROBLEM		
Identify the problem or question		
Evidence that the problem exists		
Review Literature – Did you identify existing knowledge and relevant information related to the problem? Does this information justify intervention? Are there solutions in the literature to inform an action?		
II. ACTION		
Action/Intervention- What do you plan to do? Define objective(s) and expected outcomes. Do limitations exist? If so, what are they?		
III. DATA		
Data Collection-What data do you plan to collect to determine if the action item is successful? How will you collect the data? Think about multiple ways of gathering the information to triangulate data sources.		
Data Analysis- What method or procedure will you use to analyze your data?		
Data Reporting- How do you plan to summarize and report your data? What is the plan for sharing the information (i.e. presentation, publication, personal instructional growth, departmental)?		

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IV. REFLECTION		
What questions will you ask yourself to determine if your intervention was successful? Did you experience unexpected limitations? Did you experience unexpected benefits? Were your objectives and outcomes reached?		
V. USE OF RESULTS FOR CONTINUAL IMPROVEMENT		
What is your plan for incorporating an iterative process into your project? How will you go about implementing your "action" for 2-3 cycles? What changes will you make if any? Can this action research project apply to other teaching/learning areas?		

Action Research Model

Key Elements to Action Research

The researcher has an identified role/participant in the study.

Impossible to be unbiased research; however attempts can be made to strengthen validity.

Iterations and changes are made along the way. Two – three iterations anticipated.

Can involve a variety of mixed methods and data collection, analysis and reporting methods.

Action research is practitioner based and investigates social practices.

Not necessarily generalizable.

Innov8 Action Research Plan

Two levels of action research- Innov8 Program Action Research/Innov8 Member Action Research.

Sessions through the Innov8 summer experiences to guide the process.

Templates provided for your use.

Planned to share results at next PD Day & possibly at FLDA.

Homework

Think about a problem/concern you would like to address through innov8 in the next year. Come prepared to discuss this at your first Innov8 session.

Action Research Evaluation Rubric

Polk State's Action Research Project are evaluated based on the Quality Standards indicated below. The rating for each component should reflect the following scale:

5 = Incorporates all aspects to an excellent extent
4 = Incorporates all aspects to good extent or mixture of good and excellent extent
3 = Incorporates all or nearly all aspects to a fair extent or mixture of fair and good extent
2 = Incorporates many aspects to a fair or good extent but key components are not addressed
1 = Fails to incorporate many aspects and those that are incorporated are of fair or poor quality
0 = Fails to incorporate almost all aspects and those that are incorporated are of poor quality

To arrive at fair and consistent ratings across diverse sets of projects and challenges, reviewers are encouraged to use for their ratings the questions posed in each of the five Quality Standard categories. The comments section is provided for additional explanations or issues associated with each evaluated area.

Quality Standards	Rating	Comments
Problem or question identification and description: - Was the problem/question well defined? - Was the impact/relevance of the problem clearly identified? - Was evidence provided to support the need for improvement/change? - Did the literature review provide a foundation and justification for the change?		
2. Action path and intervention quality: - Did the action plan effectively address the problem? - Did the intervention design reflect the intended change? - Were the intended study objectives and outcomes well defined? - Were there 2-3 cycles of action/intervention?		
3. Data collection, analysis, and reporting: - Did the data selected to measure results match the task? - Were multiple ways used to gather the data? - Was the data analysis (methodology) sound and conclusive? - Was the summarization and report of the findings shared? How?		
4. Evaluation of the intervention (incl. interim review): - Did the researcher report on success (or not) of the intervention? - Was it clear to what extent the objectives and outcomes have been reached or not? - Were limitations or shortcomings adequately identified/addressed?		
5. Potential iterations and continuous improvement options: - Were study adjustments or alternative action paths discussed? - Did reflection introduce new ideas for intervention or improvement strategies? - Were implications for other teaching/learning areas described?		
Total Score		