

INTRODUCTION SECTION CHECKLIST

Use this checklist to ensure that the introduction section of your research report follows common standards of academic reports written in the English language.

BACKGROUND OF THE ISSUE/TOPIC IS DESCRIBED EFFECTIVELY

Aspects to consider	Was this attempted/achieved?	How can it be improved?
Introduction is focused on topic/issue but in a rather broad way. <i>e.g. discussion is narrowed from broad aspects to the issue of the study.</i>		
Introduction begins by describing background research and history of the issue/topic. <i>e.g. past to present research on topic/issue is described.</i>		

A SENSE OF INTEREST IS CREATED

Aspects to consider	Was this attempted/achieved?	How can it be improved?
Powerful or emotional phrases are presented.		
Controversy on the issue/topic of the study is discussed.		
Thought-provoking question(s) are asked.		
A case study of a participant in the study is narrated.		

Surprising or interesting facts on the issue/topic are provided.		
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Mention other ways a sense of interest is created, if any.		
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KEY TERMINOLOGY IS PRESENTED AND DEFINED

Aspects to consider	Was this attempted/achieved?	How can it be improved?
New terminology is presented and defined.		
Highly technical terminology is presented and defined.		
Terms used in a particular way are presented and defined.		

THE PROBLEM IS PRESENTED CLEARLY (STATEMENT OF THE PROBLEM)

Aspects to consider	Was this attempted/achieved?	How can it be improved?
Nature of the problem is clearly explained.		
Summary of what is already known about the issue/topic is presented.		
The reason why the problem is worth investigating is explained.		
The problem is stated briefly.		

THE PURPOSE OF THE STUDY IS STATED CLEARLY (THESIS STATEMENT)

Aspects to consider	Was this attempted/ achieved?	How can it be improved?
Action verbs are used to explain what was done in the study. <i>Examples of action verbs: describe; compare; develop; review.</i>		
Readers can clearly understand what they will learn from reading this work. <i>e.g This study describes how songs can be used as a pedagogical tool to help learners improve their listening skills in a second language.</i>		

SIGNIFICANCE OF THE STUDY IS DISCUSSED

Aspects to consider	Was this attempted/ achieved?	How can it be improved?
Possible contributions to the existing literature, or theory development, on the issue/topic of the study are described.		
Possible influence on practice is described.		