**The timeline of the academic research paper**

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| **Stage** | **Activity** |
| 1. Research Design and Planning | 1. Choose a topic 2. Narrow it down/select a particular angle/negotiate a title 3. Make sure it is researchable and challenging |
| 1. Literature Review | 1. Search/capture[[1]](#footnote-1) and synthesize relevant literature/ gather information/locate academic/scholarly sources/ collect data from primary or secondary sources (e.g. from scholar.google.com) 2. Research methodology plan: selection of the appropriate research techniques 3. Organize ideas 4. Create an outline & write a thesis statement 5. Narrow down sources & write notes |
| 1. Data Collection | 1. Develop data collection instrument 2. Carry out data collection 3. Write up data collection |
| 1. Data Analysis | 1. Analysis and interpretation of data 2. Findings/ Discussion/ Recommendations |
| 1. Writing up | 1. Draft the paper (1300-2400 words) /check in-text citations and the bibliography list (in APA format as required and agreed) 2. Revise & fill the gaps/ include abstract 3. Edit/ make final touches if necessary/ check for plagiarism! 4. Submit paper online (by 4th June 2021) |

1. You are advised to use a (free) web/desktop reference management application such as Mendeley or Endnote [↑](#footnote-ref-1)