

# Building a Qualifier - Position Papers

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## Theory Chapter structure

1. Problem Statement
  - a. What DO we know (one sentence)
    - i. Start with a sentence that is solid and not controversial - that is based on solid existing knowledge
  - b. Elaborate
    - i. Highlight what is complicated of the 1st sentence
    - ii. Maybe add a third sentence on why it is important / urgent
  - c. What do DO NOT know
    - i. Clearly identify the GAP
  - d. Elaborate the components of the gap and why these are important (why we need to fill the gap)
    - i. Tie it up to the first sentence and highlight / break it down in concepts
  - e. Explicitly state Research objective (one sentence)
    - i. End the section with a sentence that starts with: "This research explores"... say what you will do in this project.
2. Cool Subtitle that uses words that link to components of the problem statement (this section can be repeated)
  - a. Concept 1
    - i. Identify important concept
    - ii. What has been said about it, engage with relevant theory / literature
    - iii. Identify how you will be using the concept
    - iv. Highlight the take away points - how this section can become a tool for later.
  - b. Concept 2
  - c. Concept 3
3. Braiding it all (Use cool subtitle that uses words that link to the board framework of the problem statement)
  - a. Collect all the take away points and show how they help you to address the gap
  - b. Build a tool kit of concepts that give you what you need to address the gap
    - i. How the take away points of section 2 help you to better understand the gap / problem
4. Conclusion
  - a. Tie it back to the introduction / problem placement
    - i. How does it all tie to the gap
  - b. Propose the research question
  - c. Identify potential case study
    - i. Clearly spell out what features / characteristics / components / attributes the case study should have to help you tackle the question
    - ii. Identify the data that you need to answer the question (within the limits of the theory / literature review)

## Case Study Chapter Structure

1. Problem placement
  - a. Start with a sentence that reminds the reader the previous chapter: what is the problem / gap
  - b. Remind the reader what are the features that a case study needs to have to answer the question
  - c. Introduce the case study
    - i. Summarize in a single sentence why this case study is ideal for exploring the gap/research topic/research objective ("This case study is ideal for exploring the research problem because...")
    - ii. Identify the specific features / characteristics that you will focus on (tie it to Theory Chapter 4.c.i)
2. Case study -
  - a. **Broad** introduction to the case study
    - i. Geographic location
    - ii. Summary Cultural context (focusing on the relevant elements for the research question)
  - b. Specific feature 1 [Tie this to Theory Chapter 4.c.1)
    - i. Elaborate what is known from the case study from the feature 1 (you will use this for your analysis as existing data)
    - ii. Identify what is not known (you will use this for your methods - data collection)
  - c. Specific feature 2
  - d. Specific feature 3 [...]
3. Research questions
  - a. Return to the broad research question (Chapter 1) and break it down in sections in the context of the case study
  - b. Highlight the specific data that you need to answer the question
4. Data and proxies
  - a. Remind the reader what is not known about the specific features and the data that you need to answer your research question
  - b. Return to the tool kit that you created in the previous chapter, and explain how you will tie them up / explore them in the case study
5. Conclusion
  - a. Tie it back to the problem placement
  - b. Highlight the take away points from the case study and why this case study is relevant to THE GAP
  - c. Identify the data needed to answer the question
  - d. Leave breadcrumbs for the Research proposal (Chapter 3).