

Template for planning action research

This template is based on a simple framework for carrying out Action Research, ie

Plan → Act → Observe → Reflect → Revise Plan

This template is intended to help you think through the process for your own action research project.

1. Plan

This initial stage is where you describe the problem or subject of research and the intervention or action you will take to initiate change. The steps might include:

- Describe the motivation for improving your own situation. What is the problem? Why is it a problem?
- Describe the planned innovation to improve your own situation.
 - What materials might you need?
 - What are the steps you need to take?
 - Who will be involved?
 - What's the time frame?
 - Are there any ethical considerations?
- Describe the potential objectives and goals of the innovation – what questions do you hope to answer? How will you measure the outcomes?
- Describe the setting in which the innovation will be applied, including:
 - students (e.g., stage);
 - learning environment (e.g., where will the learning take place?);

2. Act

In this stage you carry out your plan of action.

3. Observe

In this stage you collect data about the activity. What do you need to observe? This is based largely on the problem but might include how the participants are working, what they are working on, how materials are being used, interactions, engagement, what is *not* happening as well as what *is* happening...etc. What means of observation/data collection? eg:

- Noting observation of groups/individuals in action
- Observations and reflections of individuals, eg discussion, journals, etc
- Your own reflections
- Work produced or other outcomes (portfolios)
- Recordings, photographs

4. Reflect

This stage is an opportunity to analyse and reflect on the observations you and the participants have made.

- Analysis of reflections of participants, eg interviews, focus groups, journals, etc
- Analysis of own observations
- Assessment/evaluation of outcomes

5. Revise plan

This stage is an opportunity to review the purpose of the action and having measured the outcomes, consider what further or different actions can be taken.

Additional Action Learning and Action Research Resources:

Variety of topics from *Action Research International* Journal:

<http://www.scu.edu.au/schools/gcm/ar/arp/arphome.html>

ActionResearch.net:

<http://www.bath.ac.uk/~edsajw/>