

**Instructions to Faculty Evaluator: Please rate the extent to which each required element was addressed.**

Fully	Partially	Not at all	N/A	INTRODUCTION
				Begins with at least one paragraph defining and establishing the importance/relevance of the topic under study.
				Subsequent paragraphs synthesize extant research and relevant theory to comprehensively yet concisely and logically articulate a set of arguments for the research question(s) and related hypotheses. This requires that an argument is presented for <i>each</i> independent variable and dependent variable <i>as assessed via the method</i> .
				If mediation or moderation are proposed, arguments are presented for all hypothesized associations and appropriate language is used (i.e., mediation = how / why, moderation = for whom / under what conditions).
				Describes gaps in the literature and how this study will address those gaps, including limitations in prior methodology.
				Concludes with a statement of the purpose of the study, including the research question(s) and related hypotheses.
				Supporting citations from <i>primary</i> sources (i.e., original research/theory) are provided for all assertions and claims. Use of <i>secondary</i> sources should be restricted to only those occasions when the primary source is not available (e.g., the book is out of print and cannot be requested via interlibrary loan) and cited appropriately as a secondary source.
				A brief discussion of covariates and an empirical and/or statistical rationale for their selection is included.
				Only essential and directly relevant information is present.
				Tables and figures are used, if/as needed, to effectively communicate relevant theory and are not redundant with text. If used, tables and figures are referred to in the text and include appropriate keys/legends.
				Introduction is in APA format.
<b>Notes/Feedback:</b>				

Fully	Partially	Not at all	N/A	METHOD
				Sample is described (including size, relevant demographics, and inclusion/exclusion criteria).
				Tables and figures are used, as needed, to effectively describe the sample and/or communicate information about the method. If used, tables and figures are referred to in the text, but do not present information that is entirely redundant with the text and include appropriate keys/legends.
				Recruitment and consent procedures are described, if relevant. If secondary data are utilized, the origin of the data is described.
				Mode (e.g., online, in person, survey, interview) and timing of all relevant procedures and assessments are described.
				If the study involved randomization of participants to condition, the different conditions and when and how randomization to condition was completed are described.

			<p>Measures for all variables included in the planned analyses are described, including (when applicable):</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> The name of the measure and the appropriate citation.</li> <li><input type="checkbox"/> The number of items comprising the total scale and/or subscale(s) that will be used.</li> <li><input type="checkbox"/> A statement of what construct(s) the measure purports to assess and how this(these) relate to your hypotheses.</li> <li><input type="checkbox"/> The scale used to quantify construct(s) and applicable anchors (e.g., Likert-type scale ranging from 0 (<i>Never</i>) to 5 (<i>Always</i>)).</li> <li><input type="checkbox"/> A statement of how scales were scored (e.g., the mean of all items; items were summed) and how to interpret scores.</li> <li><input type="checkbox"/> At least one sample item for each construct that is included in the analyses is provided.</li> <li><input type="checkbox"/> For multi-item scales, subscales, or indices, the appropriate psychometric properties for the total scale and/or subscale(s) that will be used in analyses are reported from a study that recruited a sample comparable to your own. <i>At minimum</i>, this should include the internal consistency reliability coefficient for the current sample as well as extant information on construct validity (and factor structure and/or cut scores, when appropriate).</li> </ul>
			Planned analyses are described, clearly identifying which constructs (NOT measure names) are serving as independent, covariate/control, and dependent (and moderator/mediation, if appropriate) variables in each analysis.
			A rationale for why each planned analytic strategy is appropriate for testing a specific study hypothesis is provided (including references).
			Statistical software used is described, including version number, and a citation provided.
			A statement that (1) your study does not meet the definition of “ <i>human subjects research</i> ” OR (2) that all procedures involving human subjects have been approved by the institution’s review board.
			Method is in APA format.
<b>Notes/Feedback:</b>			

Fully	Partially	Not at all	N/A	<b>RESULTS</b>
				Additional descriptive statistics necessary to characterize the sample are included (e.g., the proportion of participants at different levels of your independent variable).
				Any excluded cases are described as well as why they were excluded.
				Amount and pattern of missing data are described.
				Strategy for dealing with missing data (with references) is described.
				Assumption testing and strategies for dealing with variables that fail to comply with assumptions are described.
				Results are clearly organized by hypothesis.
				Findings are stated in words and described clearly; however, discussion of results is absent from this section.
				Appropriate statistics are reported for each analysis. ( <i>These may appear in a table.</i> )
				Effect sizes are defined and included. ( <i>These may appear in a table.</i> )
				Tables and figures are used, as needed, to effectively communicate necessary statistics and are not entirely redundant with text. If used, tables and figures are referred to in the text and include appropriate keys/legends.

				Results are in APA format.
<b>Notes/Feedback:</b>				

Fully	Partially	Not at all	N/A	<b>DISCUSSION</b>
				Begins with a summary of importance of topic and summary of findings.
				Findings are compared and contrasted with prior work and explanations for discrepancies between current findings and prior findings (and, if applicable, current study hypotheses) are presented.
				Limitations of the study are discussed, including: <ul style="list-style-type: none"> <li><input type="checkbox"/> Relevant threats to <b>statistical conclusion validity</b> (e.g., restriction of range, power considerations, missing data, confounding variables, fidelity concerns).</li> <li><input type="checkbox"/> Relevant threats to <b>internal validity</b> (e.g., history, maturation, study design, methods used, regression to the mean, attrition).</li> <li><input type="checkbox"/> Relevant threats to <b>construct validity</b> (e.g., mono-method bias, participant bias, experimenter expectancies, novelty effects).</li> <li><input type="checkbox"/> Relevant threats to <b>external validity</b> (e.g., sample, recruitment and measurement strategies, settings).</li> </ul>
				Strengths of the study are discussed.
				Implications of study findings are discussed and consider the nature of study design and effect sizes of findings.
				Suggestions for future research based on the findings and its limitations are presented.
				Citations are provided for <i>all</i> interpretations, ideas, etc. that are not your own.
				Discussion is in APA format.
<b>Notes/Feedback:</b>				

Fully	Partially	Not at all	N/A	<b>OTHER ELEMENTS</b>
				Properly formatted APA title page is included.
				An abstract (not exceeding 250 words) and keywords are included.
				Reference list largely comprises recent materials on the topic matter (e.g., most cited research studies were published within the last two decades).
				Individual references and the reference section as a whole are in APA format.
				Manuscript is free from grammatical and typographical errors.
<b>Notes/Feedback:</b>				