

**Malawi Research Practicum on Rights and Development
Student Handbook
Summer 2018**



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Glossary

CIP: Center for International Programs at the University of Dayton

D2D: Determined to Develop

HRC: Human Rights Center

HRS: Human Rights Studies Program at the University of Dayton

MRP: Malawi Research Practicum on Rights and Development

POL: Department of Political Science at the University of Dayton

UD D2D: University of Dayton Chapter of Determined to Develop

Through a unique collaboration, the University of Dayton and the Karonga, Malawi-based NGO, Determined to Develop, established the Malawi Research Practicum on Rights and Development. The practicum gives undergraduate students the opportunity to gain graduate level research and fieldwork experience on topic areas relevant to the development and human rights issues impacting Malawi. The students conduct individual research projects based on community-identified needs and facilitated by Determined to Develop.

This student handbook is intended to provide an overview of the program, its cycle, terms and conditions, and highlight the importance of the research component of the program.



Application Deadline:
Friday Oct. 20, 2017

Interviews will take place on during the week of Oct. 30, 2017

Announcement of Candidates will be by November 15 prior to Thanksgiving Break

Provisional Participants are announced prior to the Winter Break.

Timeframe: mid-January to mid-March, 2018

Participation is mandatory in all 8 sessions.

Timeframe: mid-May 15 to mid-July, 2018

Participation is mandatory.

Timeframe: Full semester credit bearing independent study in Fall 2018 (6cr./hrs)

Participation is mandatory in all course meetings.

Chapter 1: Program Cycle and Overview

Phase 1: Fall Semester: Recruitment

I. Recruitment Process

A. Timeline

The recruitment timeline for the Malawi Practicum flows as follow:

- Application Deadline: Friday October 20, 2017
- Interviews will take place during the week of October 30, 2017
- Announcement of Candidates will be by November 15, 2017
- Provisional Participants are announced prior to the Winter Break after the candidates confirm their commitment to the program by signing the *Provisional Participant Waiver Letter* (appendix. 1)

B. Application

Beginning the fall semester, Matt Maroon provides the faculty member directing the program with a list of proposed research topics identified by D2D based on the community needs. These projects are incorporated into a two-part application constituting the core part of the questions addressed in order to assert the program expectations and gather from the applicants their research interests, commitment to human rights, and career prospects.

To apply: go.udayton.edu/malawipracticum

C. Interviews

Interviews will take place during the week of October 30, 2017. The program manager and leading faculty will create a committee and organize convenient time slots to conduct the interviews. An email invitation is sent to all selected students to schedule interview time. Interview committee members are representatives from the Department of Political Science, the Human Rights Studies Program and the Human Rights Center.

D. Candidates Selection and Participation

Upon conducting all interviews, the committee meets to vote and select candidates. Candidates' selection is contingent on number of applicants and funding availability.

Candidates¹ are expected to discuss the offer over thanksgiving break and return to the

¹ A "candidate" is defined as a student who successfully applied, interviewed, and was offered the

program manager either accepting or declining the offer.

Provisional Participants² are announced after the candidates confirm their commitment to the program by signing the *Provisional Participant Waiver Letter* (appendix. 1).

Please refer to Chapter. 2; Section. I for terms of participation: candidate, provisional participant, and Malawi Practicum participant.

The complete cohort will meet with the faculty prior to the winter break. In this meeting, the cohort is provided with details about the pre-departure workshop.

II. Winter Break

In order to start preparing for the pre-departure workshop, the program manager and leading faculty assign a selection of readings to be completed prior to the start of the pre-departure workshop.

Phase 2: Spring Semester: Pre-departure Workshop

Provisional Participants of the Malawi Practicum will begin preparation for their research and travel through a mini-course in the Spring Semester. The timeframe for the pre-departure workshop is roughly mid-January to mid-March. Participation in the pre-departure workshop is mandatory.

The pre-departure workshop is not available among course offerings; but it will be scheduled to meet at the discretion of the program manager and leading faculty. Students are expected to make necessary arrangements to add the pre-departure workshop to their curricular calendar.

The pre-departure workshop is designed to include: research sessions on human rights practice and development studies, a cultural orientation session, and a study-abroad session.

Throughout the sessions, students will thoroughly develop their research projects by working closely with the faculty leading the program and Matt Maroon/Determined to Develop. Additionally, students will complete all logistical arrangements for travel.

Please refer to Chapter. 3 for full information about the pre-departure workshop.

opportunity to participate in the Malawi Practicum.

² A “provisional participant” is defined as a selected candidate who has signed the *Provisional Participant Waiver Letter* (appendix.4) and has returned a signed copy of same to the program manager.

Phase 3: Summer Semester: In Malawi

Upon successful completion of the pre-departure workshop, participants travel as a cohort to Malawi. The length of the trip to Malawi is roughly 8 weeks running mid-May to mid-July. Matt Maroon/D2D, will serve as the program coordinator in the field. Participants will go through an entry orientation in the first week, and begin a series of curricular and extracurricular activities throughout their stay.

Please refer to Chapter. 4 for full information about the research field work in Malawi.

Phase 4: Fall Semester: Re-Entry Course

Returning to campus after their fieldwork and summer break, participants of the Malawi Practicum will begin writing their research paper and reports through this credit bearing independent study course in the Fall Semester. Participants will earn 6 cr. /hrs. to compensate their complete work. Participation in the re-entry course is mandatory.

Please refer to Chapter. 5 for full information about the re-entry course

Chapter 2: Terms and Conditions

Section I: Overall Program Requirements

I. Participation

A. Definition of Candidate

A “candidate” is defined as a student who successfully applied, interviewed, and was offered the opportunity to participate in the Malawi Practicum.

Candidates’ selection and status are contingent on number of applications and funding availability.

B. Definition of Provisional Participant

A “provisional participant” is defined as a selected candidate who has signed the *Provisional Participant Waiver Letter* (appendix.1) and has returned a signed copy of same to the program manager.

In the event of a selected candidate fails to sign and return a copy of the *Waiver Letter* by the designated date, the selection may be withdrawn by the program manager the by notice of such withdrawal delivered to the selected candidate.

Provisional Participants are announced prior to winter break and provided with information regarding their break reading assignments and pre-departure workshop in the spring semester.

C. Definition of Malawi Practicum Participant

The acceptance of a “provisional participant” as a Malawi Practicum participant is contingent on their research preparation performance in the pre-departure workshop in the Spring Semester:

- (1) The attendance for each of the eight sessions for the entire 90 minutes-session is required
- (2) The program manager and leading faculty are authorized to evaluate each student’s workshop performance leading to determinations of full acceptance as Malawi Practicum participant

A “Malawi Practicum participant” is defined as a provisional participant who successfully completed the pre-departure workshop based on the performance evaluation of the program manager and leading faculty.

D. Participation in Program Events

Participation in the pre-departure workshop (spring) and the re-entry course (fall) is mandatory in all eight sessions. Non-participation in these meetings in their entirety, without prior consent of program manager and leading faculty will result in program termination. The program manager will notify participants of the exact dates and locations for these events.

Participants are strongly encouraged to take part in alumni activities and University of Dayton Chapter of Determined to Develop on/off campus.

E. Termination of participation

The Malawi Practicum scholarship may be revoked, terminated, or suspended. After a revocation, the participant is considered not having received the scholarship and will not be an alumnus or alumna of the program.

After a termination, unless otherwise stated, the scholarship will be considered to have ended when the program manager announces their decision to terminate.

After a suspension, the scholarship will be considered inoperative until a decision is made to reinstate, revoke or terminate the scholarship.

Grounds for Revocation or Termination

The program manager reserves the right to withdraw participant from the program before departure or while in Malawi or upon return if such an action would be in the participant's best interest of in the best interest of this program.

Grounds for revocation or termination include, but are not limited to:

- failure to comply fully with the University of Dayton Student Code of Conduct which includes disciplinary actions applicable to the Malawi Practicum participants;
- failure to comply with the scholarship's terms and conditions, and contract
- failure to observe satisfactory academic standards and program expectations;
- violation of any laws of the United States or Malawi;
- any act likely to give offense to *Determined to Develop* and Malawian culture because it is contrary to the spirit of mutual understanding;
- engagement in any unauthorized income-producing activity in Malawi;
- material misrepresentation made by any participant in a scholarship application form or scholarship document;
- any conduct which may have the effect of bringing the Department of Political Science, the Human Rights Center, and Determined to Develop into disrepute
- Unauthorized departure from the program.

Authority to recommend revocation or termination:

- The program manager and leading faculty in conversation with Matt Maroon, D2D reserve the right to revoke or terminate the scholarship held by a participant

The procedure for revoking or terminating the scholarship is:

- The program manager and leading faculty coordinate with the Department of Political Science, the Human Rights Center and Determined to Develop, prepare a statement of fact to inform with specific action
- The program manager and leading faculty contact the participant regarding the decision
- The participant sends a written reply to the program within a specified time upon the receipt of the decision.

F. Resignation from Scholarship

When compelling reasons, such as personal illness, death of an immediate member of family, or other personal situation make it impossible for a participant to complete the scholarship period, the participant will be permitted to resign from the scholarship with concurrence of the program manager and leading faculty.

G. Postponement of Scholarship

The Malawi Practicum scholarship may not be postponed to a subsequent academic year. Candidates who are not able to accept a scholarship for the academic year for which it was awarded may reapply in a subsequent competition without prejudice.

H. Extension/Transfer of Scholarship

The program will not extend a participant's scholarship to stay on after the completion of the program. The program will not approve transfer of scholarship from the Malawi Research Practicum to another program managed at the University of Dayton.

II. Financial Terms of Scholarship

A. Scholarship Benefits

Basic benefits to participants will include the following:

- Pre-departure workshop fees (provided books and printing)
- Travel from the participant's nearest home airport to Malawi, and return travel; excludes funds for additional and overweight baggage
- VISA fees
- SOS (not insurance) provide by the University of Dayton

- Program Fees per student:
 - includes living expenses in Malawi such as food, accommodation, transport, basic health /emergency evacuation insurance, permit extension fees, limited access to wifi and all administrative costs
 - Malawian Translation Services
 - Academic trips to Lilongwe and Blantyre, and speaker series
 - Cultural Immersion and Safari trips
- Participants earn 6 cr./hr. upon successful completion of the program

B. Travel and transportation

Participants will receive round-trip transportation from the nearest airport city to their home to Malawi. All airline tickets purchased will be routed to a central airport in the U.S. where all participants will meet and travel together internationally as a group.

Upon landing in Lilongwe, Matt Maroon/D2D will arrange travel from the airport to Maji Zuwa for all participants. Domestic transportation for research and fieldwork is also included.

All personal international/ domestic travel during the program is sole responsibility of the participant.

C. Early departure/Late return of Participant

Participants in the Malawi Practicum are not allowed under any circumstances to depart early or return late. Students travel to Malawi and return to the U.S. as one cohort.

D. Travel at Beginning/End of Program

The program manager is responsible for arranging travel from and back to the nearest airport city to participant's home at the start of the scholarship. Participants cannot make their own travel arrangements. No stopovers either to or from the U.S. will be permitted. Participants may not make changes to their travel itinerary.

Funds for overweight baggage will not be provided under any circumstances.

E. Living Expenses

While in Malawi, participants will be provided on-resort housing. The program covers the all fees in Malawi which include living expenses per student (*refer to Scholarship Benefits above*).

F. Housing

Participants will live in Maji Zuwa resort with a roommate (shared accommodation and shared bathroom facilities). Participants are not permitted to choose their housing situation. No

changes may be made to a participant's housing arrangement. Participants are expected to honor all housing agreements and follow all resort procedures and regulations related to living arrangements.

G. Employment during Field Research in Malawi

Employment during field research in Malawi is not permitted. Participants may not accept employment of any kind and/or financial assistance from other sources including the University of Dayton. Acceptance of employment without authorization may result in termination from the Malawi Practicum program.

H. Personal Bills

Participants are responsible for paying all personal expenditures incurred during participation in the program; that includes:

- Passport fees
- Immunizations and vaccinations costs
- Healthcare plan coverage
- Personal phone during travel
- Personal spending and travel money

Section II: Program Expectations and Research Performance

Participants in the program are expected to:

- Participate in the pre-departure workshop prior to travel
- Travel and conduct research in Malawi under the supervision of the NGO

Determined to Develop

- Return from the field and enroll in the writing course
- **Deliverables:**
 - Participants are required to submit a Research Paper/Report compiling all the work relevant to their research. (appendix.2 for paper guidelines)
 - Participants are required to present at least at one conference or research symposium held on campus.

Failure to observe satisfactory academic standards and program expectations will lead to termination of the scholarship.

Section III: Alumni

Once completed the program, participants will join the Malawi Practicum alumni community.

Given the nature of the collaboration with *Determined to Develop*, and the funding provided by the University of Dayton, all participants/ Alumni are required to submit and upload all their research data, reports and findings to the Malawi Practicum research hub.

Alumni database is available and accessible under the Malawi Practicum main folder. Participants will also be added to the Alumni group on social media and receive regular updates on the program's latest news, events, activities and announcements. Participants are strongly encouraged to initiate and take part in alumni activities on/off campus in coordination with *Determined to Develop* and UD D2D.

Alumni privileges will be revoked if participants fail to successfully complete the Malawi Research Practicum and at the discretion of the program manager.

Chapter 3: Pre-departure workshop

Given the nature of the Malawi Practicum on Rights and Development, an intensive eight sessions pre-departure workshop is mandatory for provisional participants.

The length of each session is 90 minutes. Upon confirmation of provisional participants, the program manager and leading faculty identify meeting day/time in the spring semester at their discretion. Participation in all eight sessions is mandatory.

I. Syllabus

The leading faculty and program manager will design a semi-structured syllabus focusing primarily on research with a strong emphasis on community standards and culture of the practicum. Additionally, the program manager will ensure participants' readiness meeting all logistical requirements for international travel.

The syllabus is semi-structured maintaining flexibility to adapt to and cater the students' needs and progress. It includes:

- Research Sessions (7 sessions)
- Center for International Programs - Study Abroad Orientation (1 session)

A. Research Sessions

The pre-departure workshop experience takes a multi-faceted approach in bringing together different aspects of learning activities from research assignments and discussions to practice-based and participatory analysis techniques for a full preparation for the fieldwork.

In these sessions, the participants fully prepare themselves for their individual research projects by developing a solid understanding of the human rights and development topics in general, and topics they want to explore before their arrival in Malawi.

Although each research project is an individual effort culminating in an individual formal report to the program manager and leading faculty, a workshop model is employed so students can work learn from each other, familiarize themselves with their peers' topics, and together to help develop each other's project. A strong emphasis on group bonding and team work is articulated and implemented throughout the sessions.

Learning is a process and is enhanced by dialogue. Each session revolves around discussions. Through these discussions, students will synthesize their individual preparatory work on a

weekly basis and apply their learning in these discussions. Because participation and discussion are vital to this workshop, it is imperative that the participants are engaged. This workshop is designed to be a culminating experience requiring engagement from each student with each other and with the leading faculty. Additionally, engaging the material requires that participants conduct their own research in preparation for the sessions and having rigorously read required and relevant materials so that they are prepared to thoughtfully and productively contribute to the discussions.

These discussions will help the students with developing the required deliverables of this workshop: identifying their research topic, question, and writing a research statement; planning their data gathering methods; and drafting their literature review along with a bibliography. These deliverables provide participants an opportunity to demonstrate that they have successfully mastered skills developed for fieldwork; thus demonstrating progress and accomplishments to the leading faculty.

One on One meetings

The program manager and leading faculty will be available to meet individually with each student to address an array of issues from research to administrative concerns. Given the assessment of students' performance in each session, individual meetings are called for at the discretion of the program manager and leading faculty.

- **Assigned Readings**

The program manager and leading faculty choose a selection of readings to be assigned part of the preparation process; or throughout the workshop depending on students' performance. These readings will guide the research discussions in each session. Additionally, students are anticipated to and will conduct their own research gathering relevant readings to support their topics.

- **Skype Calls with Matt Maroon D2D**

On Session 1, participants review their research interests and list of proposed topics by Matt Maroon/D2D and email Matt their preferred research interests. On Session 2, a skype call is scheduled with Matt Maroon/D2D and the cohort in the presence of the program manager and leading faculty.

Prior to this conversation, the program manager sends Matt the applications of the selected students. Participants are asked to prepare to discuss their selected research topics from the proposed lists provided by D2D and provide in-depth understanding of the issues during the skype call. Matt facilitates this session by introducing D2D work, community needs, and

addressing the students' research interests. By the end of the call, students leave with a solid idea on which direction their research will be headed.

A follow up email from Matt is shared with the cohort and leading faculty member in which he presents the research foundations and orientation. The program manager and leading faculty rely on this email and Matt insights as main guide for research development.

- **Malawi Knowledge Hub**

Over the past few years, all pre-departure readings have been collected and are compiled in a 'Malawi Knowledge Hub' folder providing supporting resources for starters. Participants are encouraged to refer to these resources, research their own and upload those to the collection. During the pre-departure workshop design, the program manager and leading faculty identify readings and resources to be added and update the folder beginning of the workshop.

- **Learning activities and practice-based research assignments**

Finally, the remaining component of the workshop will emphasize the development of research techniques and nurturing the students' interests and vocation to human rights and development through utilizing activities, reflection exercises, and short videos leading faculty members utilize engaging and stimulating conversations. *Many of the activities conducted during the workshop may not be included in the original syllabus and are proposed at the discretion of the leading faculty based on their assessments of the participants' needs and progress.*

B. Center for International Programs- Study Abroad Orientation

The University of Dayton Center for International Programs CIP along with the Malawi Practicum and D2D developed an on-site health and safety protocol addressing student, faculty or staff members traveling to Malawi. Led by a representative from the CIP, this one session is meant to present participants with these health and safety information, university support system and emergency measures during their travel; the representative also ensures that all participants completed their international travel application requirements (Department of State Application, and UD Studio Abroad application).

C. Extra Sessions

Given the intense-research focused workshop, the program manager and leading faculty organize extra sessions outside the scheduled eight meetings times.

- Meeting with Alumni: Provisional participants and alumni on campus meet to reflect on experience and challenges, provide tips and advice on all levels, as well as research insights and knowledge.
- Social event: Cookout, lunch or breakfast is planned prior the end of the semester

and travel of the cohort.

- Special guest lectures

III. To Do List

List of logistical deliverables facilitated by the program manager and due by the end of pre-departure workshop:

- Passport
- VISA application
- Vaccinations and immunizations
- Health Insurance
- Applications completed:
 - Studio Abroad: a service of the CIP
 - Smart Traveler Enrollment Program (STEP): a service of the Bureau of Consular Affairs at the U.S. Department of State <https://step.state.gov/step/>

VI. Library Support

The University of Dayton Roesch Librarians work closely with the Malawi Practicum participants to support their research. Participants are connected with UD librarians and encouraged to seek all services provided by the library.

Chapter 4: In Malawi

I. Arrival Orientation/Cultural Preparation

Upon arrival in Malawi, D2D & Maji Zuwa will pick students from the airport and begin the drive north at the same time (8 hours). Students should be mentally ready for this travel.

The following day, after students sleep in, rest, and recover from travel, Matt and D2D will have a thorough orientation on-site discussing Health, Safety and Culture in order to prepare participants for their stay. These sessions will discuss the Malawi Country Risk Assessment as well as cultural considerations to make student's research and fieldwork successful.

III. Curricular

Students will conduct field research on the agreed topic while in Malawi. This field work will involve different data gathering techniques and interviews and focus groups. Students are expected to come with an extensive literature review since access to these resources is much more challenging in Malawi. Internet is slow, if available, and is not 27/7 by any means.

Students will work with D2D's external partners. Sometimes this means UD students will be attached to a "mentor" or an expert from the local community. Other times, UD students work with a Malawian student from the University of Livingstonia studying Development or Human Rights.

External partners and sponsored D2D youth can assist in research and translation. Though many educated Malawians speak English, rural uneducated Malawians, as well as many youth, don't have enough English to be direct informants to an English-only speaker. As such, partners will provide translation services. It is important that students understand that partners are not exclusively translators and should not feel "used" only for that purpose.

Students can expect to hear from development practitioners in the Malawian context through a "speakers series." In these cases, D2D connects with speakers relevant to students' research. The format for these discussions is usually a presentation followed by a question and answer session.

Students are required to formally present their progress and findings about two thirds the way through the summer.

If research topics are relevant to meet national and international offices, D2D can arrange time spent in the major cities, where head offices are usually located. In the past, students studying nutrition and feeding, for example, have met with Malawi's World Food Program country office.

III. Extra-curricular

In the past, students have been treated to a cultural immersion trip to Nkhata Bay, the site of the Tonga people and a beautiful tourist attraction. Students can also expect to go on a one-day safari to Vwaza Wildlife Marsh, in Northern Malawi.

Students will have the opportunity for local outings around Maji Zuwa, including swimming at Maji Zuwa or at nearby beaches and lodges. Matt usually loads up the car on the weekend with the students and D2D's sponsored youth to go on a local outing

IV. Life in Maji-Zuwa

Life at Maji Zuwa, the host site of the practicum, is beautiful yet simple. Students are entering a dynamic campus with many people and programs continually revolving through. As the site of D2D, Maji Zuwa hosts around 50 sponsored youth that live on the campus permanently. There are a hundred other people who pass through every day, including staff, village members, D2D beneficiaries, youth from the surrounding community, women and women's groups and tourists staying at the lodge.

Student's accommodation is simple and in a shared room (with a student of your same gender) with shared bathroom facilities (also separated by gender). Electricity is intermittent and water is usually available, but sometimes cuts out. In such cases, it's time to gaze at the stars or take a bath in the lake.

Maji Zuwa has a full time staff to make sure students and visitors are comfortable. Most students describe the food as good, though bringing some condiments from home (BBQ sauce, Ranch dressing, hot sauce) is strongly encouraged to liven up the flavor. Meals are communal

with all participants and staff. Students are generally happy with the facilities and comment that it allows them to have the right mix of local community interaction and respite after long days in the field.

Chapter 5: Re-entry course

Returning to campus after their fieldwork and summer break, participants of the Malawi Practicum will begin writing their research paper and reports through this credit bearing independent study course in the Fall Semester. Participants will earn 6 cr. /hrs. to compensate their complete work. Participation in the re-entry course is mandatory.

Participants will work closely with leading faculty and the program manager to ensure a submission of a research paper and/or report by the end of the term. The paper guidelines and expectations are presented in appendix 2.

The class will meet on a weekly basis according to a syllabus. Class meetings are designed to discuss research, writing and providing comments and feedback on submitted components of the final report. Participants will have the opportunity to meet individually with leading faculty and program manager in order to get support in certain aspects.

Additionally, participants will meet with Matt Maroon during his visit to University of Dayton campus in the fall semester. Participants will present to Matt their preliminary findings and work, as well as receive initial and final comments from him to finalize their reports.

All reports and data are to be uploaded and submitted to the program manager. All submissions will be shared with Matt Maroon/D2D and community partners in Chilumba.

Participants are required to present their research at least at one conference or research symposium held at the University of Dayton. Participants are encouraged to further develop their research and present at other venues on and off campus.

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Appendix 1: Provisional Participant Waiver Letter



[FACULTY NAME]

Department of Political Science
Human Rights Center
University of Dayton
CAMPUS

Dear [FACULTY NAME]:

My signature below acknowledges awareness that my acceptance as a (YEAR) Malawi Practicum participant is *provisional*, contingent on my research preparation performance in an eight-week Malawi Practicum pre-departure workshop beginning in late January, (YEAR) (exact time and place to be announced).

I further understand that (1) attendance for *each* of the eight sessions for the *entire* one and one-half hour session is *required* and (2) that the faculty member(s) directing the workshop is authorized to evaluate each student's workshop performance leading to determinations of full acceptance as a Malawi Practicum participant.

(STUDENT NAME)

(Date)

(SIGNATURE)

Appendix 2: Fall 2017 Paper Guidelines

Malawi Practicum Paper Guidelines, fall 2017

Your paper should be broken down into the following sections (chapters):

1. Title Page
2. Executive Summary
3. Table of Contents
4. Introduction (short: 1-2 pages)
 - Should include your research question – what you are trying to find.
 - Should precisely outline what the study is about in terms of scope and objectives.
 - Should present the structure of the presentation
 - Make a statement about limitations in your study
5. Literature Review/Background (densely written and integrated, likely 5 - 10 pages)
 - This section is your literature review; what have scholars written related to your topic. This is integrated around the themes or theories that scholars have used to investigate the topic.
 - Explain the problem of the study within the context of what other researchers or theorists have said.
 - You are NOT starting from nowhere. You need to create the foundation with this section of other academics so that you can build on that with your research.
 - Make sure to completely cover past work.
 - What is the gap or question in the literature or past research experiences that you are seeking to address?
 - How does your research adding to our human knowledge?
6. Research Setting (succinct, but complete)
 - Assume the reader knows nothing about Malawi, a general introduction to the country
 - Discuss your specific setting (region, area, village, etc.) and all context related to the physical location and conditions.
 - Include maps, if available, to detail your location.
 - Explain the connection of the University of Dayton and Determined to Develop
 - Not reinventing the wheel – this section can look similar in each finished paper (just don't copy paste)

7. Methodology (a detailed description of how you did what you did)
 - In this section you are going to describe which research methods you have chosen to use (your methodology) and why. Explain why it is relevant and effective.
 - Satisfy the sample used for data collection and other sources of information.
 - You are going to explain how, exactly, you collected your data, taking the reader through the process that you used.
 - Explain the design of the study.
 - Another scholar should be able to replicate your methodology and data collection.
 - Be sure to reference any other studies whose measures or techniques you used.

8. Results (including quantitative and qualitative data)
 - In this section you are going to describe what you found.
 - This is where you present data: both qualitative and quantitative.
 - This section does NOT describe what you think is happening! (that comes in the next section)
 - In other words, you want to simply present the results of your data collection. What did people say in their interviews? What do your statistics say?

9. Discussion & Conclusion
 - This is the place where you tie it all together to tell the story of what you think is happening.
 - This is where you talk about how this affects development, for example, or what the results mean.
 - To which conclusions are in agreement with the results and research question?

10. Recommendations
 - What do you believe can be derived in the study to improve on the area you've looked at?
 - What can Determined to Develop learn from you and your study?

11. Bibliography
12. Appendices
 - This section you will attach pieces of information such as the survey you used, some results of your data.