**Outline for a Literature Review**

1. **Working Title** (this title will probably change throughout your writing process)
2. **Complete the sentence**: The Purpose of this paper is . . .
3. **Introduction**
   1. Describe the problem the review will help resolve
   2. Describe why an analysis of existing information is appropriate
   3. Present
      1. Importance of the problem
      2. Scope of the review
      3. How results of the review should be applied
   4. State the research questions
      1. You will identify 3 research questions that you would use if you were to create a 30-page literature review. Remember that these questions may change somewhat as you research and discover what research has been done.
      2. Identify which question you want to use for this 10-page Lit Review. This may change as you extend your research, but it will provide you with direction.
4. **Methodology**
   1. Explain your method of identifying and locating sources
      1. Databases that you will use or have used
      2. Descriptors that you will use or have used
   2. Explain your procedures to be used in analyzing the sources
   3. Explain your criteria used for evaluating the information found
5. **Analysis and Discussion** (General Points - **These ARE NOT HEADINGS**) This section will include notes for the various topics of this review, summarize them and analyze them for their content as it pertains to this review.
   1. You need to review your research and organize a subject/subtopic outline that can be used to organize your information. This should be in a sequence that is based upon your research questions.
      1. Research Question 1 (The question you have identified for this review.)
         1. Use these subtopics to categorize your research. As you find information that addresses a subtopic, include it along with the number of the reference in the References section. This will make it easier for making reference to the source later when you are writing your paper.
      2. Research Question 2 (Go ahead and list these questions even if they weren’t identified for this review. It is a good place to store your information for future writings.)
      3. Research Question 3
   2. Suggestions
      1. Present evidence and ideas from research studies.
      2. Grouping should be related to research questions.
      3. Research studies are grouped by concepts instead of as individual entities
      4. Validity of sources is stated to support your ultimate answers to your questions.
      5. Cite each of your statements using APA format (Simons, 2012) so that it can be referenced in your references list.
6. **Conclusions and Recommendations**
   1. Identify and synthesize findings
   2. Organize this information based upon your questions. The heading is a statement related to your question and the content for that section includes your personal conclusions based upon the evidence you presented. (DON'T include new information in the Conclusions section)
      1. Systematically answer your research questions
      2. Provide recommendations for Future research
         1. Classroom applications
         2. Educational policies and procedures,
         3. Program revisions, or
         4. Other warranted situations
7. **References**
   1. Reference List

Simons, E. (2012) Facilitating and understanding autonomy in adult learners. *New Horizons in Adult Education*. *17*(2). 21-26.

1. **Appendices**

Identify additional materials that you would like to include in your paper as you find (or think about) them. You DON'T have to have an appendix in your paper. It's just nice to know that it's here if you need it.