

Guidelines for Writing a Research Article
Dr.D.Geetha,* Mrs. A. Pankajam,\$ and V.T.Bindu#

***Asso.Prof.- Commerce \$ Asso. Prof.- Management**

Asso. Prof. - Tourism

This article will enable the research scholars to enhance their knowledge of writing a potential research article. The knowledge, high motivation and clear mind will make a person expert writer to contribute the best output. A better understanding can be possible by throwing light on the essential steps.

The primary criteria for good article writing are accuracy and clarity. The first step is planning a standardized format and a logical sequence. This helps to decide how best to divide labour of presentation between the introduction and the final discussion. A journal article written simply and directly tells a straightforward tale of circumscribed problem in search of a solution. The good writing techniques are thus teaching techniques designed to make the article comprehensible to the widest possible audience. They are visible and transparent to the readers thereby infusing the prose with a subliminal pedagogy.

It is very important to identify a topic of interest, area of proficiency and challenge. The topic should be neither too general nor too technical. It should be a specific one so that necessary variables alone with respect to the problems should be taken into consideration.

A research paper is primarily a discussion or argument based on a thesis, which includes evidence from several collected sources.

- Findings (mandatory)
- Research implications (mandatory)
- Originality/value (mandatory).

3. Introduction

The introduction starts with a broad basis and then narrows it down to the particular field of study, explaining the rationale behind each step. The nature of the problem and why it is of interest should be conveyed in the opening paragraphs. It should contain a clear statement of the objective of the research and an explanation of the methodology adopted in accomplishing the research. The scope of the study along with various limitations should as well be stated in this part. The introduction summarizes the relevant literature so that the reader will understand why that particular topic is chosen.

4. Review of Literature

The necessary information relevant to our problem must be found out. The current state of knowledge in the area of investigation must be summarised and the previous researches done and pertinent theories in the area of relevance must be identified. This could be made possible through various URL's, encyclopedia, online public access catalogue providing gateway to the library sources, search engines, public libraries, online reference materials, government agencies, and experts in the field of study. In the social science research while writing a research article arguments must be built on the basis of sources available. The researcher should jot down the authors of the sources and the related citations for making the bibliography. The standard

An objective of organizing a research paper is to allow people to understand the article clearly and to read the work selectively based on their interest. The layout of the research article should be as follows:

1. Title
2. Abstract
3. Introduction
4. Review of Literature
5. Methodology
6. Results and Discussion
7. Conclusion
8. References

1. Title Page

Title should be specific enough to describe the contents of the paper, but not so technical that only specialists will understand. The title should be informative and appropriate for the intended audience. It also includes the name(s) and address(es) of all authors, and date submitted.

2. Abstract

An abstract is a concise single paragraph summary of completed work or work in progress. In a minute or less a reader can learn the rationale behind the study, general approach to the problem, pertinent results, and important conclusions or new questions. A structured abstract includes the following.

- Purpose (mandatory)
- Design/methodology/approach (mandatory)

citation format permits to cite authors either by enclosing their last names and the year of publication in parentheses or by using their names in the sentences itself.

5. Methodology

Writing the methodology lies at the core of the paper, and fulfills one of the basic principles underlying the scientific method. This section provides a completely accurate description of the equipment and the techniques used for gathering the data. This section explains how the samples were gathered, any randomization techniques and how the samples were prepared. It must provide an explanation of how the raw data was compiled and analyzed and the statistical techniques used upon the data. It is useful for the reader to understand how data was obtained as it allows them to evaluate the quality of the results.

6. Results and Discussion

The results section, announces the findings to the world. The page length of this section is set by the amount and types of data to be reported. Continue to be concise, using figures and tables, if appropriate, to present results most effectively. This section should be objective report of the results, and save all interpretation for the discussion. Writing a discussion section is where we really begin to add our interpretations to the work. The objective here is to provide an interpretation of the results and support for all of the conclusions, using evidence from the experiment and generally accepted knowledge, if appropriate. The significance of findings should be clearly described. While the data may read for itself, we need to interpret

* How it validates the hypothesis * What falls
outside of validity

* How it impacts the literature cited * Where further
research is needed

Structure the results section announcing each result clearly before wading into numbers and statistics and summarizing the same. Results that are sufficiently important to be stressed should be accompanied by a figure or table summarizing the relevant data. The figures and tables must be titled, labeled clearly and completely along with its statistical significance. The result section can be combined with discussions or appear separately. The discussion also proceeds from specific matters to more general concerns to the broadest generalization the researcher wish to make.

7. Conclusion

Writing a conclusion is the final part of the research paper, drawing everything together and tying it into the initial research. A research paper starts with a broad look at the research and narrows down to the results, before the discussion opens it out again. This is a very quick synopsis of the results and discussion. Writing a conclusion involves summing up the paper and giving a very brief description of the results, although it should not go into too much detail about this. Anybody reading the conclusion has read the entire paper, so the conclusion merely acts as an aid to memory.

8. References

Writing a reference-list also allow the reader, or the person marking the paper, to check the original sources if they require more detail. Bibliography, often called a citation list, always comes at the end of the paper, and it must include all of the direct sources that you referred to in the body of the paper. Some of your papers may not require references, and if that is the case simply state that "no references were consulted." For the vast majority of scientific papers, APA or MLA style references are used, alphabetically ordered by the surname of the author. For any sources with no author, use the name of the organization or website or, if there is no other choice, use the title of the work. A sample is given below for citing and listing references.

Books

- Surname, First Names/Initials (year), Title in italics, Place: Publisher.

Abraham, I. (1999), *The Making of the Indian Atomic Bomb: Science, Secrecy and the Postcolonial State*, New Delhi: Orient Longman.

Articles or other work in a journal

- Surname, First Names/Initials (year), "Title of the article", Name of Journal in italics, vol (no): page numbers.

Arrow, K.J. (1962), "The Economic Implications of Learning by Doing", *Review of Economic Studies*, 29 (3): 155-173.

Article, chapter, or work in an edited volume

- Surname, Firstnames/Initials (year), "Title of the article", in Names of Editors (eds.) Title of the edited volume, Place: Publisher.

Cox, Robert (1992), "Towards a Post-Hegemonic Conceptualisation of World Order: Reflections on the Relevancy of Ibn Khaldun", in James N. Rosenau and Ernst-Otto Czempiel (eds.) *Governance without Government: Order and Change in World Politics*, Cambridge: Cambridge University Press.

Article in a newspaper or magazine

- Surname, Firstnames/Initials (year), "Title of the article", Newspaper, Place, Exact date [dd Month yyyy].

Chatterjee, Partha (1999), "Fragile Distinctions: Between Good and Bad Nationalism", *The Times of India*, New Delhi, 20 August 1999.

Unpublished dissertation or paper

- Surname, First Names/Initials (year), Title of thesis, Ph.D Thesis, Place: University.

Bhattacharya, Abanti (2004), *Chinese Nationalism: The Impact on Policy*, Ph.D. Thesis, New Delhi: Jawaharlal Nehru University.

Translated book

- Surname, Firstnames/Initials (year), Title of the Translated work, Name of Editor (ed) if any, Translated by Names of the Translators, Place: Publisher.

Borges, Jorge Luis (1999), *Selected Non-Fictions*, Elliot Weinberger (ed), Translated by E. Allen, S.J. Levine and E. Weinberger, New York: Penguin.

Government, International Organisations and NGO publications

- Name of the Government/ International Organisation (year), Title, Publication Details (number etc) if any, Place.

Government of India (2005), Economic Survey 2004-2005, Ministry of Finance, New Delhi.

Congressional Hearings, I, (1999), US 106th Congress, Session 1st, Senate,

Committee on Foreign Relations, Hearings, The Taiwan Security Enhancement Act, August 4, 1999 (US Government Printing Office: Washington. DC).

At the end of the report, appendices should be enlisted in respect of all technical data.

General Tips:

1. Always write the methodology section in the past tense.
2. Provide enough detail that another researcher could replicate your experiment, but focus on brevity. Avoid unnecessary detail that is not relevant to the outcome of the experiment.
3. Remember to use proper APA format. As you are writing your method section, keep a style guide published by the American Psychological Association on hand, such as the Concise Rules of APA Style.
4. Take a rough draft of your method section to your university's writing lab for additional assistance.
5. Proof read your paper for typos, grammar problems and spelling errors. Do not just rely on computer spell checkers. Read through each section of your paper for agreement with

other sections. If you mention steps and procedures in the method section, these elements should also be present in the results and discussion sections

=====
=====