



Master of Arts Child and Youth Care

Major Research Paper Guidelines

2017-2018

**Ryerson
University**

School of Child & Youth Care
Faculty of Community Services

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Scope of Major Research Paper (MRP)

The Major Research Paper (MRP) allows students to conduct specialized study of a topic in Child and Youth Care. It is the longest, most in-depth paper you will write in the program, and should therefore be on a subject of great interest to you. As this is a graduate program specifically in the field of Child and Youth Care, you must be able to articulate concretely the connection between your topic and the field. The range of acceptable research topics and methodologies is broad. Your research paper may be primary research, a case study, a discourse analysis, meta-analysis, or may take the form of a theoretical paper.

Unlike a Master's *Thesis*, an MRP need not involve original research. It may take the form of a critical or systematic review of the literature in a field, the exploration or synthesis of various points of view in a subject area, a work-based analysis, a policy review and analysis, or a pilot study for a larger project. In cases where primary research with human participants is planned, the research is subject to ethics review and approval by the Ryerson Research Ethics Board (discussed further under the Ethics Review section.)

The MRP is a research paper that must stand on its own and demonstrate to the supervisor and examiners that the student can pursue independent scholarly work and articulate findings or theoretical insights clearly and in depth.

In your MRP, you must:

- demonstrate the ability to work independently in a scholarly manner;
- focus on a single, manageable issue that is genuinely important to the field of Child and Youth Care;
- take “real world” constraints into account (that is, avoid proposing research that cannot be carried out);
- offer logically defensible answers to questions of professional interest or propose policy or program solutions to a specific problem; and
- write a concise document in a professional style that is accessible to both experts and non-experts.

You are encouraged to be inspired to:

- contribute new knowledge in the field of Child and Youth Care;
- demonstrate critical engagement with complex materials; and
- reflect issues of social justice, equity and inclusion.

Regardless of your topic, the key to a successful MRP is developing a tight, clear focus for your research. You should be able to identify a few key questions that are the focus of your MRP. Be clear on the scope or boundaries of your research - and do not panic if this takes a while to develop. Typically, this is an evolving process that entails your coursework and conversations you may have with course instructors, the program director, and ultimately your MRP supervisor.

In summary, an MRP will demonstrate a student's ability to work independently in applying a child and youth care lens to a particular problem in a particular setting, and to develop policy proposals or programs to deal with demonstrated needs. It will be written under the guidance of a faculty supervisor, presented to faculty and graduate students, and evaluated by the supervisor and a second reader.

Role and Responsibilities of the MRP Supervisor

Students will write their MRP under the guidance of a faculty supervisor. The MRP supervisor's responsibilities include:

Approving the final research proposal that guides your MRP

Students will typically have prepared an MRP proposal in their Research Methods course. However, it is the supervisor's responsibility to approve the final proposal that will serve as the basis for MRP work. Students should expect to make some modification to the proposal submitted to the Research Methods course, as required by the supervisor. Once the proposal has been approved, the student will send a copy of the completed and signed MRP Proposal Approval Form (enclosed below) to the Program Administrator. For students intending to complete the program in the Spring/Summer term, in time for Fall graduation, the proposal should be approved no later than **the last working day in April**.

Guiding the student's research/writing and requiring revisions as necessary

Students should recognize that producing multiple drafts is a normal and expected aspect of writing an MRP. This reflects the fundamental difference between writing an MRP and writing a course essay. In a course, the instructor's comments reach students after the paper has been submitted. With an MRP, the supervisor is guiding the student to produce the strongest possible academic work before it is submitted for evaluation. Typically, the supervisor and student will hold regular meetings, and be in email contact.

Declaring a completed draft ready for review and presentation

The MRP Supervisor is the primary assessor of the MRP's readiness for evaluation; this is the supervisor's determination that no further revisions are required for submission of the MRP to the Second Reader.

Second Reader

The **Second Reader** represents an additional academic review of the student's work. Second readers are determined in consultation with the student and their Supervisor or the Program Director. The second reader is not co-supervisor. The second reader will be asked to read an MRP only when the supervisor has deemed a completed draft satisfactory; therefore, the second reader will receive the paper after the supervisor has declared it ready for oral presentation/evaluation. In the event that the second reader deems the paper unsatisfactory, s/he will consult with the supervisor before the presentation/evaluation is held which may

result in rescheduling of the presentation/evaluation. Based on the oral presentation, the second reader may require that final revisions be made to the paper before it is approved.

Role and Responsibilities of Graduate Students

When a student registers in a graduate program, the student makes a commitment to strive for the highest levels of academic achievement and contribute fully to the intellectual life of the University. The primary responsibility of the student is to devote the time and energy required to complete all academic requirements within the expected time frame. It is also the responsibility of the graduate student to follow program, Yeates School of Graduate Studies and University policies, procedures and regulations and to adhere to the principles of academic integrity. By agreeing to work with a supervisor, students enter a partnership that will succeed if it is built on mutual trust and respect.

Evaluation of the MRP

The supervisor and second reader jointly determine the evaluation of the MRP. The MRP is graded pass/fail. No letter grades are assigned. Upon the student's completion of all required revisions, the supervisor will complete and submit the **MRP Supervisor and Second Reader Final Report** to the program office. The student must submit a pdf copy of the MRP to the program office in the appropriate format (refer to The YSGS Thesis and Dissertation Submission Guidelines).

*Note: the program administrator may require that the student make additional changes to the formatting of the MRP to ensure that it meets the specifications in the Thesis, MRP and Dissertation Submission Requirements Guidelines.

Formatting and Specifications of the MRP

Language: English; quotes from sources in French are permissible. Quotes in any other language require both the original text and a translation into English. Students wishing to write their MRP in an Indigenous language will be considered on a case-by-case basis, pending the availability of appropriate supervisor and second reader with corresponding language skills.

Length: Maximum 50 pages, not including title page, references and any appendices; 12 point font, 1-inch margin; 1.5-spacing, on one side of the page only. Detailed formatting instructions for MRPs are listed in the Thesis, MRP, and Dissertation Submissions Requirements on the Yeates School of Graduate Studies website at:

<http://www.ryerson.ca/content/dam/graduate/current-students/policies/Thesis-MRP-Dissertation-Guidelines-2017.pdf>

Format: American Psychological Association, 6th edition

References: Both the type of references and the volume of references depend primarily on your topic and the methodology by which you are exploring your topic. Nevertheless, all MRPs are expected to reflect major scholarly contributions to the specific topic being explored. While not all references need

to be scholarly, peer-reviewed references, the scholarly literature immediately relevant to your topic must be reflected in the MRP.

MRP Timeline

Your MRP is scheduled for presentation to the faculty and graduate cohort on August 28th and 29th, 2018. This means that you must be able to submit your completed MRP to the Second Reader at least two weeks prior. In order to submit to the Second Reader, your supervisor must confirm that the MRP is ready for presentation. There is no set start time for the MRP. However, it is recommended that students develop their topic and methodology, and where necessary their ethics protocol, while enrolled in the Child and Youth Care CY8002 Research Methods course during the Winter semester, particularly if the MRP is to involve original research involving human research subjects. Students can expect to be working continuously on their MRPs from the mid-point of the winter semester to the middle of August.

Student Responsibilities	Supervisor Responsibilities	Timeline
Select topic and schedule meetings with potential supervisors		November
Confirm MRP supervisor and schedule a meeting to complete the Student-Supervisor Checklist	Meet with student to discuss MRP and complete Student Supervisor Checklist Establish the schedule of contact with the student	November 30 th
Submit a copy of Student-Supervisor Checklist to Program Administrator		December 11 th
Critical Review of the Literature due in CY8002	Be available to guide students and answer questions	January 31
MRP Schematic due in CY8002		March 14 th
Submit the MRP proposal form and MRP Proposal Template (using elements from the MRP Schematic) to Supervisor. In collaboration with the MRP supervisor, select and contact Second Reader.	Review & approve the proposal and schematic (and any subsequent revisions) as the basis for work on the MRP. Determine in consultation with the student, which faculty member will serve as second reader of the MRP.	April 2
Completion of Research Protocol and Supporting Documentation due in CY8002	Review general REB protocol plan with the student and approve of student's planned application to REB prior to submission	April 18 th

Submit the <i>MRP Proposal Form</i> with required signatures and to the CYC MA Program Office		April 30 th
Submit Formal Ethics submission to Ryerson Research Ethics Board (REB) if applicable		May 1 st
Once REB approval obtained (if relevant to your MRP), establish a timeline for research and writing with the supervisor and document this timeline.	Establish a timeline for research and writing with the student and document this timeline.	May through August
First draft of MRP to Supervisor. Students may be required to use the services of an editor.	Review first draft and provide feedback	July 16 th
Submission of final draft to Second Reader. Request feedback by August 13 th	Supervisor confirms that MRP is ready to be sent to Second Reader	August 1 st
Prepare and present MRP	Be present and introduce the student at the final MRP Presentations	August 28 th and 29 th
Complete any final revisions. Ensure that the MRP is in the appropriate format as outlined in the <i>YSGS Thesis and Dissertation Submission Guidelines</i> . Submit the MRP Supervisor and Second Reader Final Report and a pdf of the final MRP to the Program Administrator.	Complete the MRP Supervisor and Second Reader Final Report	August 31 st

MAJOR RESEARCH PAPER PROPOSAL FORM
Master of Arts in Child and Youth Care

Student: Please attach this form to your MRP proposal when submitting to the program office.

Title:	
Student's Name:	Student ID:
MRP Supervisor:	
Second Reader:	

Does your research involve the use of human participants?

- No
- Yes and the REB report is attached.

If the research involves the use of human participants, please read the Policy on Research Involving Human Subjects at: <http://www.ryerson.ca/ors>. A Research Ethics Board (REB) report must accompany the MRP proposal for submission to the program director.

Student's Signature

Date of Submission

I have read and approved the attached MRP proposal

Supervisor's Signature

Date

APPROVAL BY GRADUATE PROGRAM DIRECTOR

Graduate Program Director's Signature

Date



MRP SUPERVISOR AND SECOND READER FINAL REPORT
Master of Arts in Child and Youth Care

Student's Name:	Student's ID:
Title of Major Research Paper:	

Assessment:

Expectations of Major Research Paper:

MET

UNMET

Supervisor's Signature

Date

Second Reader's Signature

Date

SUPERVISOR: PLEASE SUBMIT THIS COMPLETED FORM TO THE GRADUATE PROGRAM DIRECTOR AND A COPY TO YOUR STUDENT.

APPROVAL

Program Director's Signature

Date

MHSc MAJOR RESEARCH PROJECT PLAN

OR

MHSc MAJOR RESEARCH PROJECT

[TITLE]

[STUDENT NAME]

[Student number]

[Supervisor's Name]

School of Child and Youth Care
Ryerson University
Toronto, Ontario, Canada

[date submitted]

MRP PRESENTATION TIPS

Format and Length (Presentation – 20 minutes, Questions – 10 minutes):

- Introduction and background, including highlights (if any) from lit review (1-2 min.)
- Research question (1 min.)
- Research design and methods (5 min. max)
- Data sources and selection
- Findings (10 min.) [this should be your main focus]
- Recommendations/implications (2-5 min.)
- Summary and conclusion (1-2 min.)

Content Issues

- Concise and clear information
- Focus on findings
- Limit details (hit the high points, avoid a lot of names and numbers)

Preparing the oral presentation

- Rehearse the presentation – use an audience (colleague or a recent grad)
- Get feedback from friends/MRP supervisor
- Adjust the presentation to fit time available – better to be less than 20 minutes in rehearsal

The Presentation

- Maintain eye contact with your audience
- Try to read as little as possible – very important! Do not read from your MRP and read as little as possible from your overheads/power point
- Speak clearly with sufficient volume
- Answer questions honestly and succinctly – it is OK to say you aren't sure
- It is OK to ask for clarification on a question
- If you are using technology (such as PowerPoint or overhead), triple check that you can manage the technology easily, that it will be available and that it will work
- Always have a backup plan in case the technology fails – bring a printed copy of your PowerPoint slides

Additional Tips

- Be prepared (rehearse, rehearse, rehearse!)
- Keep within time limit
- Keep it simple
- Focus on findings
- Speak clearly with volume – do not read
- Welcome further discussion/questions
- Remember, you are only providing a brief overview of your research

Remember, the audience is on your side – we are here to learn from and acknowledge your work

Adapted from: <https://www.uvic.ca/hsd/socialwork/assets/docs/msw/OralDefenseTips.pdf>

Important Websites

MRP Forms

<http://www.ryerson.ca/cyc/student-resources/graduate/forms/>

Student Supervisor Checklist

http://www.ryerson.ca/content/dam/graduate/current-students/form-downloads/student_supervisor_checklist_sept2014.pdf

Graduate Supervision Policy

<http://www.ryerson.ca/content/dam/graduate/current-students/policies/supervision-policy-aug2011.pdf>

Thesis, MRP and Dissertation Submission Requirements

<http://www.ryerson.ca/content/dam/graduate/current-students/policies/Thesis-MRP-Dissertation-Guidelines-2017.pdf>

Purdue OWL: APA Formatting and Style Guide

<https://owl.english.purdue.edu/owl/resource/560/01/>

Ryerson Writing Support

www.ryerson.ca/studentlearningsupport/writing-support/

Ryerson Faculty of Community Services Academic Support Centre

<http://www.ryerson.ca/fcs/student-success/academic-support-and-counselling/academic-support-and-resource-centre/>

Ryerson Faculty of Community Services Student Development and Counselling

<http://www.ryerson.ca/fcs/student-success/academic-support-and-counselling/student-development-and-counselling/>