# Educational Research Protocol Template

This editable protocol template is designed to help faculty prepare to submit studies in the area of educational research, particularly the Scholarship of Teaching and Learning (SoTL), to the IRB through CICERO. It can be uploaded as additional documentation or used to organize responses.

## 1. Study Title

Provide a concise title for your study.

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## 2. Background and Rationale

Briefly describe what led to the study (e.g., instructional challenges, curricular redesign, interest in improving student learning).

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## 3. Purpose/Objectives

State your research question(s) and study goals. What are you hoping to understand or improve?

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## 4. Study Design and Methods

- Is this a survey, interview, observation, or document analysis?  
- Are you comparing sections or groups?  
- What instruments will be used (e.g., surveys, questionnaires, interview guides)?  
- What data analysis methods will be used (e.g., descriptive statistics, thematic coding, regression)?  
- What are the locations and formats of research activities (e.g., online, classroom, lab)?  
- How much time will each activity require of participants?

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## 5. Participants

- Who will participate (e.g., students, residents, faculty)?  
- What is the age range of participants?  
- What inclusion or exclusion criteria apply?  
- How many participants do you expect? How was this number determined?  
- How will participants be recruited?

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## 6. Informed Consent

- Will consent be obtained? If so, how (written, electronic)?  
- If you're using a waiver of consent, explain why it's appropriate.

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## 7. Risks and Benefits

- Describe any risks (usually minimal in educational studies).  
- State any direct benefits to participants or educational improvements.

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## 8. Data Confidentiality and Storage

- How will data be collected (e.g., Qualtrics, audio recording)?  
- How will it be stored securely?  
- Who will have access to the data?

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## 9. Dissemination Plans

- Where do you plan to present or publish this work?  
- Will identifiers be removed in all reporting?

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## 10. Optional: Study Team, Partnerships, and Funding

- Who is on your study team, and what are their roles and qualifications?  
- Do all members have current CITI training?  
- Are there collaborators from other institutions or organizations?  
- Is your project externally funded? If yes, by whom?

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