

MACL Applied Research Project Registration Page

Today's Date: _____

Name: _____ DTS ID# _____

Proposed Second Reader _____

Phone Number of Second Reader _____

Email Address of Second Reader _____

Reason for Selection of Second Reader _____

Instructions:

1. Attach the following to this registration page using the DTS Turabian template and including a Turabian coversheet (<http://library.dts.edu/Pages/RM/Write/turabian-paper.docx>)
 - a. Three to four pages discussing the following:

Describe the current leadership context (using first person language) and discuss the leadership problem being researched. What is the leadership problem you want to solve based on the research? Describe the context with enough detail for the faculty reader and second reader to understand. This section must conclude with a clear statement of the research question. What do you wish to resolve or improve as a result of the project?
 - b. A bibliography of five books and five journal articles and/or other sources (websites, personal interviews, magazines, etc.) with which you can begin your research.
2. Submit this completed page and the requested attachment to Dr. George Hillman (Dean of Students – ghillman@dts.edu) for final review and registration.

The MACL Applied Research Project Instructional Packet

The Master of Arts in Christian Leadership (MACL) culminates in the completion of EML950 Applied Research Project. This project takes place in and relates to a current leadership context. Two readers will evaluate the project. The EML950 professor serves as the first reader while the second reader is an approved practitioner in the field of the research project. The EML950 professor approves the second reader. The first reader assumes responsibility to direct the entire project and serves as the “point person” with whom the student will have regular contact during the course of the project. The second reader will serve as a resource for the research and will review the project as well.

Criteria for an Acceptable MACL Applied Research Project

1. It must clearly relate to a current leadership problem in an organization.
2. It must be focused sufficiently to allow a concentration of effort and avoid attempts to cover so much ground that the results are superficial.
3. It must give evidence of careful planning and execution.
4. It must be submitted in the form of a masters-level paper, written in clear, correct English with correct Turabian format as defined by Dallas Theological Seminary, avoiding polemical or exaggerated claims.

Professors, advisors, and second readers cannot be proofreaders. Therefore, all work must be proofread before submitted. If you need help, that service can be provided for a fee. If the work has typographical and grammatical errors, it will be returned for careful proofreading. The written work needs to be submitted as free of errors as possible. Always plan proofreading time into the completion of papers.

5. It must be written with careful attention to the correct use of source material, documentation, and research standards.
6. It should ultimately inform your understanding of Christian leadership and how to lead in a more effective way.

Required Texts:

Malphurs, Aubrey, and Will Mancini. *Building Leaders: Blueprints for Developing Leadership at Every Level of Your Church*. Grand Rapids, Mich.: Baker Books, 2004.

Turabian, Kate L. *A Manual for Writers of Research Papers, Theses, and Dissertations: Chicago Style for Students and Researchers*. 8th ed. Chicago Guides to Writing, Editing, and Publishing. Chicago: University of Chicago Press, 2013.

Outline of the Applied Research Project

One Sentence Summary of Problem - State the problem in one complete sentence. This sentence should capture the essence of the problem.

Discuss the Problem (2 pages max, double spaced, 12 pt font – approx 500 words)

1. What is the problem and how did the problem develop?
2. Describe the organizational context with enough detail for the readers to understand.

Summary of Solution (1/2 page max, double spaced, 12 pt font – approx 100 words)

- Present the solution completely and concisely in one paragraph. Ensure sufficient detail is included to provide the reader with a solid understanding of the proposed solution.

Implementation Plan (8 pages max, double spaced, 12 pt font – approx 2000 words)

1. **Timeline and Milestones for Solution Implementation** (1 page max - approx 250 words)
2. **Leader Selection for the Solution** (1 page max - approx 250 words) – refer to Chapter 8 of *Building Leaders*
 1. How you will identify and assess potential leaders for the solution?
 2. How you will recruit new leaders for the solution?
3. **Leader Development for the Solution** (2 pages max - approx 500 words) – refer to Chapters 9 and 10 of *Building Leaders*
 1. What specific competencies need to be developed in these leaders?
 2. What curricula and training venues will be used for leader training?
4. **Budget for Solution Implementation for First Year** (1 page max)
5. **Evaluation the Solution** (2 pages max - approx 500 words) - – refer to Chapter 11 of *Building Leaders*
 1. What will you evaluate in the process?
 2. How often will you evaluate the process?
 3. How will you evaluate the process?
6. **Assess the Solution** (1 page max)
 1. List pros and cons to the solution in bullet format

In addition to the paper described above, the student will also make a ten-minute oral presentation where he/she will “pitch the solution” to his/her peers and the professor.

- If the student is completing this project online, he/she will submit this oral presentation as a video conference (details explained in Canvas).
- If the student is completing this project in a classroom, he/she will make this oral presentation live in class.

Project Stages	Spring Completion
Initial Proposal	Completed with registration process
Rough Draft	March 1
Final Draft and Oral Presentation	April 15

Turabian and Writing Help from the DTS Library <http://library.dts.edu/Pages/RM/>

Link to DTS Library MS Word Thesis template (do not attempt this paper without this)

<http://library.dts.edu/Pages/RM/Write/turabian-paper.docx>

Link to DTS Turabian Supplement

Use the 8th edition of Kate Turabian's *A Manual for Writers of Term Papers, Theses, and Dissertations* to guide the writing of your paper. The purpose of this supplement is to point out preferences adopted by the DTS Thesis Style Committee where Turabian gives options, and to add information peculiar to DTS research projects not otherwise addressed in Turabian. Turabian is very thorough in its treatment of most issues involving form and style. Turabian, along with this supplement, should address most of the questions students will have regarding form and style relative to writing research papers, theses, and dissertations.

http://library.dts.edu/Pages/RM/Write/turabian_sup.pdf

Turabian Citation Examples (PowerPoint presentation)

<http://library.dts.edu/Pages/RM/Write/turabian-cite.ppt>

Link to Common Turabian Mistakes

<http://library.dts.edu/Pages/RM/Write/turabian-mistakes.pdf>

Bibliography for Academic Writing

http://library.dts.edu/Pages/RM/Write/write_bibliog.pdf

Software for Creating Footnotes and Bibliographies

http://library.dts.edu/Pages/RM/Write/citation_management.shtml

Library Resources for Distance Students

http://library.dts.edu/Pages/TL/Serv/distance_serv.shtml

Very Helpful Outside Websites

- Purdue University Online Writing Lab (OWL) - <http://owl.english.purdue.edu/owl>
- Excelsior University Online Writing Lab (OWL) - <http://owl.excelsior.edu>
- Punctuation and Grammar Errors from University of Wisconsin Online Writing Lab (OWL) - <http://www.uwc.edu/students/academic-support/owl/punctuation-and-grammar-errors>
- eTurabian - <http://www.eturabian.com/turabian/index.html>
- Citation Machine - <http://www.citationmachine.net>
- Struck and White Elements of Style Online - <http://www.bartleby.com/141/>

Make sure you understand the following as you write your paper:

- How to format page numbers (using the DTS Template should correct this)
- How to format footnotes including spacing between footnotes
- How to format bibliography entries including spacing between entries and proper indentions
- How to format block quotes
- Where to place periods in relation to quotation marks (before the closing quotation mark) and in relation to footnote citations in the text.
- When to use ibid in footnotes
- How to use subheadings (refer to DTS Supplement to Turabian for how DTS wants this done)