

Research ready checklist

Check that you are ready to start gathering research data from your participants.

Job	Done
I am clear about my motivations for doing research and have support/backing from my organisation/colleagues.	
I have a research question/s that look for negative as well as positive results and I'm open to discovering new things.	
I have the time/funding to commit to the research.	
I have planned when I will carry out the research and have a deadline for finishing/reporting the findings.	
I know who I will be reporting my findings to.	
I have organised who will carry out the research and how it will work in terms of fitting in with other activities/participants.	
I have decided who the participants will be.	
I have decided when to gather data (e.g. all the time, at specific points, during the final session only) and how the research will be integrated (or not) into my project/activity sessions.	
I have decided what research methods to use.	
I know who I will ask for consent (e.g. children and their parents or just parents) and how they can fully understand what consent they are giving (especially young children/adults with learning difficulties).	
I have discussed the research with participants and received signed consent from them.	
I have set up safe storage for consent and project data in accordance with data protection laws.	
I have set aside plenty of time to analyse my data and write up findings (at least half of research time).	
I have decided how to analyse the data (e.g. using wellbeing indicators or another scale such as SDQ).	
I know how I will feedback findings e.g. via a report.	