# Scholarship and Innovation in Medical Education Worksheet

***Planning your Scholarship in Medical Education Project***

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|  | **Questions to address** | **Your answers** |
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| **Name of project** |  |  |
| **Brief description** | **What is the focus for your project?**  **Why do you want to undertake it?**  **What is the environment/setting in which the work will be carried out?**  **Are you passionate about undertaking the project?** |  |
| **Clear goals** | **What is your purpose?**  **What are your goals?**  **What are your realistic, measurable objectives?** |  |
| **Adequate preparation** | **What is your approach (intervention, tool, procedure)?**  **What is the literature, practice, theory or evidence on which you are grounding your study?**  **If you need additional literature, practice, theory or evidence, how/where will you find it?**  **Who will collaborate with you on the project?**  **Who are the stakeholders?**  **How will you engage the stakeholders?**  **What are the ‘politics’ that might affect your study or its outcomes?**  **How will you fund the project?**  **Is the project practical within the resources, time, and expertise that you have available to you? What changes will be necessary to ensure that it can be done?** |  |
| **Effective methods** | **What is your study methodology?**  **Thinking about your goals and objectives, which method(s) might optimize your work?**   * **Quantitative** * **Qualitative** * **Mixed methods**   **How will you collect data?**  **How will you manage the data?**  **How will you analyze data?**  **Will you need ethics approval? If so, where will you obtain it?** |  |
| **Obtaining meaningful results** | **Who will be responsible for the various implementation, analysis and reporting aspects of the project?**  **What is the schedule (timeline) for implementation, analysis, and reporting?**  **How will you verify results?**  **What results will you communicate to stakeholders and when?** |  |
| **Effective presentation** | **What are your options for dissemination?**    **List potential conferences:**  **What format at conferences:**   * **short presentation** * **workshop** * **poster** * **other**   **List potential publications:**   * **Medical** * **Educational** * **Other**   **What format for publications:**   * **Short papers (500 – 1000 words) e.g., Really good stuff (Medical Education)** * **Practica papers e.g., 12 tips (Medical Teacher)** * **Longer research papers** * **Longer descriptive papers (Acad Med)** * **Other**   **Other options:**   * **On-line portal (Med Ed Portal of AAMC)** * **Other** |  |
| **Reflective Critique** | **How might you take the results of this study to**   * **Inform other studies?** * **Create a program of study?**   **How will you create a network for further work?** |  |