

Doctor of Strategic Leadership

Liberty University
School of Business

DSL Doctoral Research
Project Guide
V2.1

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Overview

The Doctoral Research Project (DRP) is the capstone project for the Doctor of Strategic Leadership (DSL) program. As a capstone project, it is intended for educational purposes to allow the doctoral candidate to demonstrate the ability to conduct and present meaningful doctoral-level research. The DRP is limited to a Single Case Study design focusing on a leadership problem found in the literature within an organization. The DRP is not intended for publication, and the results are not intended to be relatable or generalizable to a larger population.

You are no longer a student – You have now completed the transition from student to doctoral candidate. This is a significant milestone that shifts the burden from a professor in a course teaching you things you do not know to you applying what you have already learned! Your Research Chair is here to evaluate your work and point out areas for improvement, not teach you how to accomplish each task. You are responsible for reviewing the guidelines provided and submitting work that is compliant with them. When you hit a roadblock or do not understand a particular aspect of your research project you need to be able to work your way through the issue by studying the problem, conducting further research, and determining the best solution.

The doctoral candidate progresses through the DRP by first conducting a review of the literature to find an applied organizational problem related to leadership. The problem is known in the literature and generally understood, but perhaps not well understood in a specific context such as a particular industry or a region of the country. Next, the doctoral candidate develops a research proposal and once approved, locates an organization where the problem can be studied. Finally, the doctoral candidate conducts the study, documents the results, and presents the research to their Research Chair. The goal of the DRP is to gain a better understanding of the leadership problem being studied within the context of an organization.

The DRP is made up of three sections: The Foundation of the Study, The Project, and the Application to Professional Practice. These three sections are developed in BMAL 887, 888, and 889 respectively. The first two sections together make up the research proposal and are approved by the Research Chair and DSL Administration prior to beginning the field study. Once the study is completed, all three sections are combined to form the Doctoral Research Project. The research is presented, and the final document is reviewed and approved in BMAL 890. The research is intended to be original and replication studies will not be allowed. While secondary data can be used for triangulation, the data acquisition plan for the study will focus on primary data.

Key Research Characteristics of the DRP:

- Focus - Leadership related problem supported by current literature (within 5 years)
- Scope - Single organization or a group of homogenous organizations
- Research Design - Single Case Study
- Study Participants - Between 15 and 30 participants
- Proposal presentation & IRB approval
- Final presentation of the research, no defense or publication
- Research Chair – Primary point of contact and mentor
- No Committee

The Research Chair

As you begin BMAL 887, you will be paired with a Research Chair. This is an expert educator with a terminal degree that will be your primary point of contact and mentor during your entire research project. You will contact your chair via email whenever you submit a task for review to include tasks you submit for administrative review. Your chair will be your first stop for any questions you have regarding your Doctoral Research Project and will be responsible for approving the content of all of your submissions. Your chair will notify DSL Administration when you have a task ready for review.

Concept Alignment in the DRP

The reader must be able to visualize a straight line connecting the general problem, the specific problem, the purpose statement, the research questions, and the nature of the study:

The reader must be able to visualize a straight line connecting the general problem, the specific problem, the purpose statement, the research questions, and the nature of the study:

General Problem - Overarching business problem related to the candidate's cognate with the existence of the problem supported by current literature (less than five years).

Specific Problem - Narrowly focused market(s) / industry (s) / region(s) / organization(s) being studied to provide insight into the general problem.

Purpose Statement - To study the specific problem, thereby giving insight into the general problem. In a flexible design, the goal is generally to explore or to understand. In a fixed design, the goal is generally to measure, compare, or relate.

Research Questions - The broad questions that need to be answered to provide meaningful insight into the specific problem. These are not interview questions, they are questions that guide the overall study. In a flexible design, these questions will seek to explain or understand and will typically include words such as how, why, and what. In a fixed design, these questions will generally seek to describe, measure, compare, or relate variables. In both cases, the questions should be open-ended and not solicit a yes / no response.

Nature of the Study – The nature of the study describes the researcher's paradigm, the research design, and the research method. The researcher will need to be able to describe why the chosen design and method are the best choice for the research being conducted.

Alignment exists when:

- The specific problem is a subset of the general problem
- The purpose statement describes a research goal that addresses the specific problem
- The research questions address the specific problem and its consequences

- The nature of the study identifies a design and method that is consistent with the action word choices in the purpose statement and the word choices in the research questions

References

- Provide multiple primary sources to substantiate each section of the DRP. Limit the use of secondary sources.
- Provide a citation for each factual assertion in the DRP.
- Use the most current references outside of seminal works.
- Every citation must be linked to a reference; every reference must be used as a citation.
- Remove the permalinks in the reference section for ease of reading.
- 75 % of the references used for the literature review must be within the last 5 years.

Future vs. Past Tense

When writing Section 1 and Section 2 prior to the Field Study (BMAL 887 & 888), all writing will be in the future tense. You will use phrases like “the researcher will”, “I will”, and “the study will include”. You will not use past tense prior to the Field Study because action has not been taken yet and therefore might change. Sections 1 & 2 up to that point are your Research Proposal.

Once you have completed your Field Study in BMAL 889, you will change the document to the past tense.

Submissions and Revisions

Each submission made will be reviewed by your Research Chair or DSL Administration. Once you have submitted the document and emailed your chair that the document is ready for review, the chair will respond with feedback within six days. For administrative reviews, your chair will notify DSL Administration that your document is ready for review. You will receive feedback on your submission within six business days of the receipt of the email from the chair.

If you are asked to make changes, you will prepare a Change Matrix to document the comment made by the reviewer, a description of the changes you have made to address the comment, and the location of the changes within the document. Revisions submitted without a Change Matrix will not be reviewed.

Suggested Research Resources

Creswell, J. & Poth, C. (2018). *Qualitative Inquiry & Research Design* (4th). Thousand Oaks, CA. Sage Publications Inc.

Robson, C. & McCartan, K. (2016). *Real World Research* (4th). West Sussex, UK. John Wiley & Sons.

Yin, R. (2018). *Case Study Research and Applications* (6th). Thousand Oaks, CA. Sage Publications Inc.

Task Structure and Submissions

The Doctoral Research Project is broken up into tasks in order to help you move through the process efficiently. The narrative below provides guidance on each task regarding what must be included and how to submit the document for review. Please review each task carefully before submitting it to avoid needless submit/review/revision cycles. Your progress through the four DRP courses is determined by the completion of milestone tasks. Keep in mind that it is common for doctoral candidates to require more than one semester to complete a section of the research project. This is not a reflection on you or your abilities, rather it reflects the challenge posed by doctoral level research.

In order to receive a passing grade and advance to the next course:

- BMAL 887 – Through Task 7: Section 1, Foundation of the Study
- BMAL 888 – Through Task 12: The Research Proposal
- BMAL 889 – Through Task 16: Doctoral Research Project & Updates
- BMAL 890 – Through Task 17: Final Doctoral Research Project - Admin Review

What are the deadlines for submitting work? Specific submission deadlines are not set for each task or element of the research project, but they must be submitted in order with each one being approved before moving to the next one. While you can work ahead, you should do so with the understanding that any required edits on a task might require you to update a later task. If you do decide to work ahead, do not post future tasks until the current task is approved. Each week you will be required to submit a Weekly Progress Report describing your progress during the preceding week, any roadblocks you are facing, and your plan for the coming week.

What if I finish early? If you are able to successfully complete all tasks required to receive a passing grade in a course before the end of the semester, you can continue to work starting on the tasks for the next course by posting your work in the Optional Tasks folder. When you begin the next semester, you will simply submit your most recent approved task and continue from that point.

What if I am repeating a course? If you are repeating a course, you will post your most recently approved task from the previous semester and notify your Research Chair. You can then proceed to the next task.

Your Research Chair will review each individual task and provide you with feedback so you can make appropriate revisions. You will continue to revise each task and resubmit it for review along with a Change Matrix until your Research Chair approves the submission.

Tasks in the Doctoral Research Project:

- Task 1: Bullet Point Outline & CITI Certificate
- Task 2: The Problem
- Task 3: The Nature of the Study

- Task 4: The Research Framework
- Task 5: Review of the Professional and Academic Literature
- Task 6: Supporting Material
- Task 7: Section 1, Foundation of the Study
- Task 7: Section 1, Foundation of the Study w/Literature Review
- Task 8: The Research
- Task 9: Participants, Population, and Sampling
- Task 10: Data Collection and Analysis
- Task 11: Section 2, The Project
- Task 12: The Research Proposal
- Task 12: The Research Proposal w/IRB Approval & Permissions
- Task 13: Presentation of the Findings
- Task 14: Supporting Material
- Task 15: Section 3, Application to Professional Practice
- Task 16: Applied Doctoral Research Project & Updates
- Task 17: Final Applied Doctoral Research Project

In addition to the reviews provided by your Research Chair, six tasks require administrative approval before proceeding. Your chair will be responsible for informing administration that the task is ready for review. You will continue to revise each task and resubmit it for review along with a Change Matrix until the DSL Administrative team approves the submission.

- BMAL 887 - Task 1: Bullet Point Outline - Admin Review
- BMAL 888 - Task 7: Section 1, Foundation of the Study w/Literature Review – Admin Review
- BMAL 888 - Task 11: Section 2, The Project – Admin Review
- BMAL 889 - Task 12: The Research Proposal w/IRB Approval & Permissions - Admin Review
- BMAL 889 - Task 13: Presentation of the Findings - Admin Review
- BMAL 890 - Task 17: Final Doctoral Research Project - Admin Review

Admin Reviews will be completed within six business days of notification by the Research Chair. Business days are Monday through Friday, 8am to 5pm Eastern, not including holidays.

As you can see, the structure of these courses provides a pathway for the successful development of the Doctoral Research Project while providing an effective review and approval process.

BMAL 887, Doctoral Research Project I**Task 1: Bullet Point Outline & CITI Certificate**

Your submission will include the following:

Title Block

- Last Name, First Name
- Research Paradigm
- Proposed Topic

The body of the document will include:

- The Problem
 - General Problem Sentence
 - Supporting Reference Sentence with Current Citation 1 (< 5 years)
 - Supporting Reference Sentence with Current Citation 2 (< 5 years)
 - Supporting Reference Sentence with Current Citation 3 (< 5 years)
 - Supporting Reference Sentence with Current Citation 4 (< 5 years, optional bridge supporting references sentence, see problem statement white paper)
 - Specific Problem Sentence
- Research Questions
 - 3 to 4 Questions that will guide the study – label as RQ1, RQ2, RQ2a, etc.
- Nature of the Study
 - The Researcher's Paradigm (i.e. Positivist, Post-Positivist, etc.) - Describe your research paradigm and why it is your paradigm.
 - Single Case Study Design (Case Study Project Only) - Describe why a single case study design is appropriate for your proposed study.
- Research Framework – Use sub-points as appropriate
 - Concepts – The concepts (i.e. higher productivity is related to higher job satisfaction) that are related to your research study and are found in the literature. Use a separate sub-point for each concept. Lead with a descriptor (short name for the concept), and then one to two sentences that describe how the concept is related to the specific problem.
 - Theories – The formal theories (i.e. Maslow's Motivational Theory, Transformational Leadership Theory, etc.) that are related to your research study and are found in the literature. Use a separate sub-point for each theory. Lead with the formal name of the theory and then one to two sentences that describe how the theory is related to the specific problem.
 - Actors – The people groups (i.e. leaders, followers, accountants, etc.) or organizations that are related to your research study. Lead with a descriptor and then one to two sentences that describe how the actor is related to the specific problem.

- Constructs – The constructs found in your research study (leadership style, intrinsic motivation, etc.). Lead with a descriptor and then one to two sentences that describe how each construct is related to the specific problem.
- References – Include a reference section for citations supporting all factual assertions.

Use the approved concept paper from BMAL 785 and the white paper on writing problem statements and research questions to help with this assignment. Use one sentence bullet points for each element, the goal of the assignment is to focus your research. The Research Chair should have a solid understanding of what you intend to study and how you intend to study it.

Completing CITI Training

Locate the IRB page on the Liberty University website, follow the instructions titled: To begin taking CITI courses. You will choose the course for Social & Behavioral Researchers. After you have successfully completed the training, download your certificate, and save it as a pdf file.

Submitting your Documents:

Your CITI training certificate will be submitted as a pdf document with the following title format: Lastname_CITI Certificate_DDMMYYYY.pdf

Your document will be submitted as an MS-Word .docx with the following title format: Lastname_Bullet Point Outline_DDMMYYYYYY.docx

Send an email to your Research Chair indicating that the submission was made. Include the following in your email:

Last Name, First Name
Task 1 Submitted
Course and Section (i.e. BMAL 887-A01)

Your chair will provide comments in Canvas within six days of receiving your email.

Once your document is reviewed by your chair, any comments received will be collected by you in a Change Matrix document. As the comments are addressed, a brief description of the changes made will be added to the Change Matrix document for review by the chair. Once you have made the necessary revisions, resubmit the document using the same format described above along with the Change Matrix.

Send an email to your Research Chair indicating that the resubmission was made. Include the following in your email:

Last Name, First Name
Task 1 Resubmitted
Course and Section (i.e. BMAL 887-A01)

Your chair will provide comments in Canvas within six days of receiving your email.

Your Research Chair will post a '1' in Canvas once the document is approved. That will be your signal to submit the next task.

Task 1: Bullet Point Outline & CITI Certificate - Admin Review

Follow the instructions from the previous task.

Your CITI training certificate will be submitted as a pdf document with the following title format:
Lastname_CITI Certificate_DDMMYYYY.pdf

Your document will be submitted as an MS-Word .docx with the following title format:
Lastname_Bullet Point Outline_Admin Review_DDMMYYYYYY.docx

Send an email to your Research Chair indicating that the submission was made. Include the following in your email:

Last Name, First Name
Task 1 – Admin Review Submitted
Course and Section (i.e. BMAL 887-A01)

Your chair will notify BusinessDoctoralPrograms@liberty.edu that your document is ready for review.

The reviewer will provide comments in Canvas within six business days of receiving the email from your Research Chair.

Once your document is reviewed, any comments received will be collected by you in a Change Matrix document. As the comments are addressed, a brief description of the changes made will be added to the Change Matrix document for review by the chair. Once you have made the necessary revisions and your chair has approved them, resubmit the document using the same format described above along with the Change Matrix.

Send an email to your Research Chair indicating that the resubmission was made. Include the following in your email:

Last Name, First Name
Task 1 – Admin Review Resubmitted
Course and Section (i.e. BMAL 887-A01)

Your chair will notify BusinessDoctoralPrograms@liberty.edu that your document is ready for another review.

The reviewer will provide comments in Canvas within six business days of receiving the email from your Research Chair.

The reviewer will post a '1' in Canvas once the document is approved. That will be your signal to submit the next task.

Task 2: The Problem

Important Note: Once this task is approved, you may contact an organization to gauge their interest in being part of your proposed study. You may not begin to interview any participants or gather any data until you have approval to do so following your Proposal Defense in Task 12. Use the Permission Request Template found in Course Content to develop your letter. Be sure to allocate time to gain organizational approval. You will not be able to complete BMAL 888, DRP II without it.

This is a narrative assignment using the appropriate template and headings. See Document Contents at the end of this guide for additional guidance.

Your submission will include the following:

Title Block

- Last Name, First Name
- Research Paradigm
- Proposed Topic

The body of the document will include:

- Background of the Problem
- Problem Statement
- Purpose Statement
- Research Questions

Your document will be submitted as an MS-Word .docx with the following title format: Lastname_The Problem_DDMMYYYY.docx

Send an email to your Research Chair indicating that the submission was made. Include the following in your email:

Last Name, First Name
Task 2 Submitted
Course and Section (i.e. BMAL 887-A01)

Your chair will provide comments in Canvas within six days of receiving your email.

Once your document is reviewed by your chair, any comments received will be collected by you in a Change Matrix document. As the comments are addressed, a brief description of the changes made will be added to the Change Matrix document for review by the chair. Once you have made the necessary revisions, resubmit the document using the same format described above along with the Change Matrix.

Send an email to your Research Chair indicating that the resubmission was made. Include the following in your email:

Last Name, First Name

Task 2 Resubmitted

Course and Section (i.e. BMAL 887-A01)

Your chair will provide comments in Canvas within six days of receiving your email.

Your Research Chair will post a '1' in Canvas once the document is approved. That will be your signal to submit the next task.

Task 3: The Nature of the Study

This is a narrative assignment using the appropriate template and headings. See the Document Contents section of this guide for additional guidance.

Your submission will include the following:

Title Block

- Last Name, First Name
- Research Paradigm
- Proposed Topic

The body of the document will include:

- Introductory Paragraph
- Discussion Research Paradigms – Discuss all primary research paradigms and identify what the Researcher’s Paradigm is and why.
- Discussion of Design
 - Discuss Fixed, Flexible, and Mixed Methods Designs and what types of research each is best suited to study.
 - Discuss the appropriateness of Flexible Designs for this research project and why the others were not the best choice.
- Discussion of Method
 - Discuss Narrative, Phenomenology, Grounded Theory, Ethnography, and Case Study Methods and what types of research each are best suited to study.
 - Discussion of the appropriateness of Single Case for this research project and why the others were not the best choice.
- Discussion of Triangulation
 - Discuss qualitative methods that will be used for triangulation.
- Summary

Your document will be submitted as an MS-Word .docx with the following title format: Lastname_The Nature of the Study_DDMMMYYYY.docx

Send an email to your Research Chair indicating that the submission was made. Include the following in your email:

Last Name, First Name
Task 3 Submitted
Course and Section (i.e. BMAL 887-A01)

Your chair will provide comments in Canvas within six days of receiving your email.

Once your document is reviewed by your chair, any comments received will be collected by you in a Change Matrix document. As the comments are addressed, a brief description of the changes

made will be added to the Change Matrix document for review by the chair. Once you have made the necessary revisions, resubmit the document using the same format described above along with the Change Matrix.

Send an email to your Research Chair indicating that the resubmission was made. Include the following in your email:

Last Name, First Name
Task 3 Resubmitted
Course and Section (i.e. BMAL 887-A01)

Your chair will provide comments in Canvas within six days of receiving your email.

Your Research Chair will post a '1' in Canvas once the document is approved. That will be your signal to submit the next task.

Task 4: The Research Framework

This is a narrative assignment using the appropriate template and headings. See the Document Contents section of this guide for additional guidance.

Your submission will include the following:

Title Block

- Last Name, First Name
- Research Paradigm
- Proposed Topic

The body of the document will include:

- Introductory paragraph
- Diagram showing all elements of the framework and flow of action and information
- Concepts – The concepts (i.e. higher productivity is related to higher job satisfaction) that are related to your research study. Use sub-points for each concept. Start with a descriptor and then discuss the concept.
- Theories – The formal theories (i.e. Maslow’s Motivational Theory, Transformational Leadership Theory, etc.) that are related to your research study. Use sub-points for each theory. Start with the name of the theory and then discuss it.
- Actors – The people groups (i.e. leaders, followers, accountants, etc.) or organizations that are related to your research study. Start with a descriptor and then discuss the actor.
- Constructs– The constructs found in your research study (i.e. leadership style, intrinsic motivation, etc.) Start with a descriptor and then discuss the construct.
- Relationship Between Concepts, Theories, Actors, and Constructs – Detailed discussion of the interaction and flow of information and action between the elements of the research framework.
- Summary
- Reference list

Your document will be submitted as an MS-Word .docx with the following title format: Lastname_The Research Framework_DDMMYYYY.docx

Send an email to your Research Chair indicating that the submission was made. Include the following in your email:

Last Name, First Name
Task 4 Submitted
Course and Section (i.e. BMAL 887-A01)

Your chair will provide comments in Canvas within six days of receiving your email.

Once your document is reviewed by your chair, any comments received will be collected by you in a Change Matrix document. As the comments are addressed, a brief description of the changes made will be added to the Change Matrix document for review by the chair. Once you have made the necessary revisions, resubmit the document using the same format described above along with the Change Matrix.

Send an email to your Research Chair indicating that the resubmission was made. Include the following in your email:

Last Name, First Name
Task 4 Resubmitted
Course and Section (i.e. BMAL 887-A01)

Your chair will provide comments in Canvas within six days of receiving your email.

Your Research Chair will post a '1' in Canvas once the document is approved. That will be your signal to submit the next task.

Task 5: Review of the Professional and Academic Literature Outline

Your submission will include the top-level outline shown below along with an expanded bullet point list of the content of each section at a minimum. Include appropriate citations and a reference section.

Your submission will include the following:

Title Block

- Last Name, First Name
- Research Paradigm
- Proposed Topic

The body of the document will include:

- Leadership Practices
- The Problem
- Concepts
- Theories
- Constructs & Variables
- Related Studies
- Anticipated Themes and Discovered Themes
- Summary
- References

Note: You will be submitting a full literature review when you update Section 1 in BMAL 888, so you are encouraged to continue to work on your literature review going forward.

Your document will be submitted as an MS-Word .docx with the following title format: Lastname_Literature Review_DDMMYYYYY.docx

Send an email to your Research Chair indicating that the submission was made. Include the following in your email:

Last Name, First Name
Task 5 Submitted
Course and Section (i.e. BMAL 887-A01)

Your chair will provide comments in Canvas within six days of receiving your email.

Once your document is reviewed by your chair, any comments received will be collected by you in a Change Matrix document. As the comments are addressed, a brief description of the changes made will be added to the Change Matrix document for review by the chair. Once you have made the necessary revisions, resubmit the document using the same format described above along with the Change Matrix.

Send an email to your Research Chair indicating that the resubmission was made. Include the following in your email:

Last Name, First Name

Task 5 Resubmitted

Course and Section (i.e. BMAL 887-A01)

Your chair will provide comments in Canvas within six days of receiving your email.

Your Research Chair will post a '1' in Canvas once the document is approved. That will be your signal to submit the next task.

Task 6: Supporting Material

This is a narrative assignment using the appropriate template and headings. See the Document Contents section of this guide for additional guidance.

Your submission will include the following:

Title Block

- Last Name, First Name
- Research Paradigm
- Proposed Topic

The body of the document will include:

- Definition of Terms
- Assumptions, Limitations, Delimitations
 - Assumptions
 - Limitations
 - Delimitations
- Significance of the Study
 - Improving Leadership Practice
 - Implications for Biblical Integration
 - Benefit and Relationship to Leadership Practice
 - Summary

Your document will be submitted as an MS-Word .docx with the following title format: Lastname_Supporting Material_DDMMYYYY.docx

Send an email to your Research Chair indicating that the submission was made. Include the following in your email:

Last Name, First Name
Task 6 Submitted
Course and Section (i.e. BMAL 887-A01)

Your chair will provide comments in Canvas within six days of receiving your email.

Once your document is reviewed by your chair, any comments received will be collected by you in a Change Matrix document. As the comments are addressed, a brief description of the changes made will be added to the Change Matrix document for review by the chair. Once you have made the necessary revisions, resubmit the document using the same format described above along with the Change Matrix.

Send an email to your Research Chair indicating that the resubmission was made. Include the following in your email:

Last Name, First Name

Task 6 Resubmitted

Course and Section (i.e. BMAL 887-A01)

Your chair will provide comments in Canvas within six days of receiving your email.

Your Research Chair will post a '1' in Canvas once the document is approved. That will be your signal to submit the next task.

Task 7: Section 1, Foundation of the Study

This is a narrative assignment using the appropriate template and headings. See the Document Contents section of this guide for additional guidance.

Note: Your submission will only include the full outline of the literature review from Task 5. You will be submitting a full literature review when you update Section 1 in BMAL 888, so you are encouraged to continue to work on your literature review.

Your submission will include the following:

- Title Page
- Table of Contents
- List of Tables
- List of Figures
- Introduction to the Study
- Background of the Problem
- Problem Statement
- Purpose Statement
- Research Questions
- Nature of the Study
- Research Framework
- Definition of Terms
- Assumptions, Limitations, Delimitations
- Significance of the Study
- Review of the Professional and Academic Literature (Outline Only)
- Summary of Section 1 and Transition
- Appendices
- References

Your document will be submitted as an MS-Word .docx with the following title format: Lastname_Section 1_DDMMYYYYY.docx

Send an email to your Research Chair indicating that the submission was made. Include the following in your email:

Last Name, First Name
Task 7 Submitted
Course and Section (i.e. BMAL 887-A01)

Your chair will provide comments in Canvas within six days of receiving your email.

Once your document is reviewed by your chair, any comments received will be collected by you in a Change Matrix document. As the comments are addressed, a brief description of the changes

made will be added to the Change Matrix document for review by the chair. Once you have made the necessary revisions, resubmit the document using the same format described above along with the Change Matrix.

Send an email to your Research Chair indicating that the resubmission was made. Include the following in your email:

Last Name, First Name
Task 7 Resubmitted
Course and Section (i.e. BMAL 887-A01)

Your chair will provide comments in Canvas within six days of receiving your email.

Your Research Chair will post a '1' in Canvas once the document is approved. That will be your signal that you have successfully completed BMAL 887.

This assignment will be reviewed for originality.

BMAL 888, Doctoral Research Project II

Task 1: Bullet Point Outline

To establish your baseline in the DRP, you will be submitting your latest approved Bullet Point Outline. Keep in mind that any changes to this foundational document will need to be approved by your Research Chair. This document must represent the current state of your research project.

Your submission will include the following:

Title Block

- Last Name, First Name
- Research Paradigm
- Proposed Topic

The body of the document will include:

- The Problem
 - General Problem Sentence
 - Supporting Reference Sentence with Current Citation 1 (< 5 years)
 - Supporting Reference Sentence with Current Citation 2 (< 5 years)
 - Supporting Reference Sentence with Current Citation 3 (< 5 years)
 - Supporting Reference Sentence with Current Citation 4 (< 5 years, optional bridge supporting references sentence, see problem statement white paper)
 - Specific Problem Sentence
- Research Questions
 - 3 to 4 Questions that will guide the study – label as RQ1, RQ2, RQ2a, etc.
- Nature of the Study
 - The Researcher's Paradigm (i.e. Positivist, Post-Positivist, etc.) Describe your research paradigm and why it is your paradigm.
 - Single Case Study Design (Case Study Project Only) Describe why a single case study design is appropriate for your proposed study.
- Research Framework – Use sub-points as appropriate
 - Concepts – The concepts (i.e. higher productivity is related to higher job satisfaction) that are related to your research study and are found in the literature. Use separate sub-points for each concept. Lead with a descriptor (short name for the concept), and then one to two sentences that describe how the concept is related to the specific problem.
 - Theories – The formal theories (i.e. Maslow's Motivational Theory, Transformational Leadership Theory, etc.) that are related to your research study and are found in the literature. Use separate sub-points for each theory. Lead with the formal name of the theory and then one to two sentences that describe how the theory is related to the specific problem.
 - Actors – The people groups (i.e. leaders, followers, accountants, etc.) or organizations that are related to your research study. Lead with a descriptor and

then one to two sentences that describe how the actor is related to the specific problem.

- Constructs – The constructs found in your research study (i.e. leadership style, intrinsic motivation, etc.). Lead with a descriptor and then one to two sentences that describe how each construct is related to the specific problem.
- References – Include a reference section for citations supporting all factual assertions.

Your document will be submitted as an MS-Word .docx with the following title format: Lastname_Bullet Point Outline_DDMMYYYY.docx

Send an email to your Research Chair indicating that the submission was made. Include the following in your email:

Last Name, First Name
Task 1 Submitted
Course and Section (i.e. BMAL 888-A01)

Your Research Chair will post a '1' in Canvas once the document is posted and checked.

Task 7: Section 1, Foundation of the Study w/Literature Review

This is a narrative assignment using the appropriate template and headings. See the Document Contents section of this guide for additional guidance.

You will submit your approved Task 7: Foundation of the Study from BMAL 887 updated to include an exhaustive review of the literature with a minimum of 30 pages of content.

Your submission will include the following:

- Title Page
- Table of Contents
- List of Tables
- List of Figures
- Introduction to the Study / Introduction to Section 1
- Background of the Problem
- Problem Statement
- Purpose Statement
- Research Questions
- Nature of the Study
- Research Framework
- Definition of Terms
- Assumptions, Limitations, Delimitations
- Significance of the Study
- Review of the Professional and Academic
- Summary of Section 1 and Transition
- Appendices
- References

Your document will be submitted as an MS-Word .docx with the following title format: Lastname_Section 1_with Lit Review_DDMMMYYYYY.docx

Send an email to your Research Chair indicating that the submission was made. Include the following in your email:

Last Name, First Name
Task 7 Submitted
Course and Section (i.e. BMAL 888-A01)

Your chair will provide comments in Canvas within six days of receiving your email.

Once your document is reviewed by your chair, any comments received will be collected by you in a Change Matrix document. As the comments are addressed, a brief description of the changes made will be added to the Change Matrix document for review by the chair. Once you have made

the necessary revisions, resubmit the document using the same format described above along with the Change Matrix.

Send an email to your Research Chair indicating that the resubmission was made. Include the following in your email:

Last Name, First Name

Task 7 Resubmitted

Course and Section (i.e. BMAL 888-A01)

Your chair will provide comments in Canvas within six days of receiving your email.

Your Research Chair will post a '1' in Canvas once the document is approved. That will be your signal to submit the next task.

Task 7: Section 1, Foundation of the Study w/Literature Review – Admin Review

Follow the instructions from the previous task.

Your document will be submitted as an MS-Word .docx with the following title format: Lastname_Section 1_with Lit Review_Admin Review_DDMMYYYY.docx

Send an email to your Research Chair indicating that the submission was made. Include the following in your email:

Last Name, First Name
Task 7 – Admin Review Submitted
Course and Section (i.e. BMAL 888-A01)

Your chair will notify BusinessDoctoralPrograms@liberty.edu that your document is ready for review.

The reviewer will provide comments in Canvas within six business days of receiving the email from your Research Chair.

Once your document is reviewed, any comments received will be collected by you in a Change Matrix document. As the comments are addressed, a brief description of the changes made will be added to the Change Matrix document for review by the chair. Once you have made the necessary revisions and your chair has approved them, resubmit the document using the same format described above along with the Change Matrix.

Send an email to your Research Chair indicating that the resubmission was made. Include the following in your email:

Last Name, First Name
Task 7 – Admin Review Resubmitted
Course and Section (i.e. BMAL 888-A01)

Your chair will notify BusinessDoctoralPrograms@liberty.edu that your document is ready for another review.

The reviewer will post a '1' in Canvas once the document and presentation have been approved. Once approved, the reviewer will indicate in the grading notes that you are approved to move to the next task.

Task 8: The Research

This is a narrative assignment using the appropriate template and headings.

Your submission will include the following:

Title Block

- Last Name, First Name
- Research Paradigm
- Proposed Topic

The body of the document will include:

- Introductory Paragraph
- Purpose Statement – Copy from Section 1
- Role of the Researcher
 - What actions the researcher will take to conduct the study
 - Include a discussion of Bracketing to avoid Personal Bias
 - Summary paragraph
- Research Methodology
 - Introductory Paragraph
 - Provide an overview of:
 - The appropriateness of a Flexible Design and a Single Case Study for the research project
 - The appropriateness of the chosen methods for triangulation for the research project
 - Summary paragraph
- Summary

Your document will be submitted as an MS-Word .docx with the following title format: Lastname_The Research_DDMMYYYYY.docx

Send an email to your Research Chair indicating that the submission was made. Include the following in your email:

Last Name, First Name
Task 8 Submitted
Course and Section (i.e. BMAL 888-A01)

Your chair will provide comments in Canvas within six days of receiving your email.

Once your document is reviewed by your chair, any comments received will be collected by you in a Change Matrix document. As the comments are addressed, a brief description of the changes made will be added to the Change Matrix document for review by the chair. Once you have made

the necessary revisions, resubmit the document using the same format described above along with the Change Matrix.

Send an email to your Research Chair indicating that the resubmission was made. Include the following in your email:

Last Name, First Name

Task 8 Resubmitted

Course and Section (i.e. BMAL 888-A01)

Your chair will provide comments in Canvas within six days of receiving your email.

Your Research Chair will post a '1' in Canvas once the document is approved. That will be your signal to submit the next task.

Task 9: Participants, Population, and Sampling

This is a narrative assignment using the appropriate template and headings.

Your submission will include the following:

Title Block

- Last Name, First Name
- Research Paradigm
- Proposed Topic

The body of the document will include:

- Participants
 - Description of the type of individual(s) who is eligible to be included and why
- Population and Sampling
 - Introductory paragraph
 - Discussion of Population - What is the population of eligible participants
 - Discussion of Sampling - What is the sample that will be used and why. How to gain access to the sample.
 - Summary

Note: After field study, update to discuss actual participants

Your document will be submitted as an MS-Word .docx with the following title format: Lastname_Participants Population Sampling_DDMMMYYYY.docx

Send an email to your Research Chair indicating that the submission was made. Include the following in your email:

Last Name, First Name
Task 9 Submitted
Course and Section (i.e. BMAL 888-A01)

Your chair will provide comments in Canvas within six days of receiving your email.

Once your document is reviewed by your chair, any comments received will be collected by you in a Change Matrix document. As the comments are addressed, a brief description of the changes made will be added to the Change Matrix document for review by the chair. Once you have made the necessary revisions, resubmit the document using the same format described above along with the Change Matrix.

Send an email to your Research Chair indicating that the resubmission was made. Include the following in your email:

Last Name, First Name

Task 9 Resubmitted

Course and Section (i.e. BMAL 888-A01)

Your chair will provide comments in Canvas within six days of receiving your email.

Your Research Chair will post a '1' in Canvas once the document is approved. That will be your signal to submit the next task.

Task 10: Data Collection and Analysis

This is a narrative assignment using the appropriate template and headings.

Your submission will include the following:

Title Block

- Last Name, First Name
- Research Paradigm
- Proposed Topic

The body of the document will include:

- Data Collection
 - Introductory paragraph
 - Data Collection Plan – Provide an overview of what data you plan to collect and how you plan to collect the data for your research. Discuss why this is an appropriate plan for the research project.
 - Instruments
 - Interview guides – Provide a discussion of interview guides to be used. Discuss how each question addresses the research questions. Include a copy of the interview guide in an appendix and refer to it. In person interviews must be the primary data collection method in the DRP.
 - Surveys - Provide a discussion of any surveys to be used. Discuss how each question addresses the research questions. Include a copy of the survey in an appendix and refer to it. Surveys can only be used for triangulation purposes.
 - Archive data - Provide a discussion of any archival to be gathered. Discuss how the data addresses the research questions. Archive data can only be used for triangulation purposes.
 - Data Organization – Provide an overview of how you plan to organize the data gathered for your research. Discuss why this is an appropriate process for the research project.
 - Summary of Data Collection
- Data Analysis
 - Introductory paragraph
 - Qualitative Analysis – Provide a detailed discussion of how you plan to analyze the data that will be gathered and organized. Specifically, discuss the process of coding and development of themes to address the research questions. Refer to leading authorities regarding the proper use of the Case Study method.
 - Analysis for Triangulation – Provide a detailed discussion of how you plan to conduct analysis for triangulation of your interview data. Specifically discuss both qualitative and quantitative analysis methods. Refer to leading authorities

regarding the proper use of the Case Study method and quantitative methods that are to be employed.

- Summary of Data Analysis
- Reliability and Validity
 - Introductory paragraph
 - Reliability – Provide a discussion of how you will ensure reliability in your study. Refer to leading authorities regarding the proper use of the Case Study method.
 - Validity - Provide a discussion of how you will ensure validity in your study. Refer to leading authorities regarding the proper use of the Case Study method.
 - Bracketing – Provide a discussion of bracketing techniques you will employ to address bias (anticipated themes). Refer to leading authorities regarding the proper use of qualitative research methods.
 - Summary of Reliability and Validity

Your document will be submitted as an MS-Word .docx with the following title format: Lastname_Data Collection and Analysis_DDMMYYYYY.docx

Send an email to your Research Chair indicating that the submission was made. Include the following in your email:

Last Name, First Name
Task 10 Submitted
Course and Section (i.e. BMAL 888-A01)

Your chair will provide comments in Canvas within six days of receiving your email.

Once your document is reviewed by your chair, any comments received will be collected by you in a Change Matrix document. As the comments are addressed, a brief description of the changes made will be added to the Change Matrix document for review by the chair. Once you have made the necessary revisions, resubmit the document using the same format described above along with the Change Matrix.

Send an email to your Research Chair indicating that the resubmission was made. Include the following in your email:

Last Name, First Name
Task 10 Resubmitted
Course and Section (i.e. BMAL 888-A01)

Your chair will provide comments in Canvas within six days of receiving your email.

Your Research Chair will post a '1' in Canvas once the document is approved. That will be your signal to submit the next task.

Task 11: Section 2, The Project

This is a narrative assignment using the appropriate template and headings.

Your submission will include the following:

Title Block

- Last Name, First Name
- Research Paradigm
- Proposed Topic

The body of the document will include:

- Introductory Paragraph
- Purpose Statement
- Role of the Researcher
- Research Methodology
- Participants
- Population and Sampling
- Data Collection
- Data Analysis
- Reliability and Validity
- Summary of Section 2

Your document will be submitted as an MS-Word .docx with the following title format:
Lastname_Section 2_DDMMYYYYYY.docx

Send an email to your Research Chair indicating that the submission was made. Include the following in your email:

Last Name, First Name
Task 11 Submitted
Course and Section (i.e. BMAL 888-A01)

Your chair will provide comments in Canvas within six days of receiving your email.

Once your document is reviewed by your chair, any comments received will be collected by you in a Change Matrix document. As the comments are addressed, a brief description of the changes made will be added to the Change Matrix document for review by the chair. Once you have made the necessary revisions, resubmit the document using the same format described above along with the Change Matrix.

Send an email to your Research Chair indicating that the resubmission was made. Include the following in your email:

Last Name, First Name
Task 11 Resubmitted
Course and Section (i.e. BMAL 888-A01)

Your chair will provide comments in Canvas within six days of receiving your email.

Your Research Chair will post a '1' in Canvas once the document is approved. That will be your signal to submit the next task.

This assignment will be reviewed for originality.

Task 11: Section 2, The Project – Admin Review

Follow the instructions from the previous task.

Your document will be submitted as an MS-Word .docx with the following title format: Lastname_Section 2_Admin Review_DDMMYYYY.docx

Send an email to your Research Chair indicating that the submission was made. Include the following in your email:

Last Name, First Name
Task 11 – Admin Review Submitted
Course and Section (i.e. BMAL 888-A01)

Your chair will notify BusinessDoctoralPrograms@liberty.edu that your document is ready for review.

The reviewer will provide comments in Canvas within six days of receiving the email from your Research Chair.

Once your document is reviewed, any comments received will be collected by you in a Change Matrix document. As the comments are addressed, a brief description of the changes made will be added to the Change Matrix document for review by the chair. Once you have made the necessary revisions and your chair has approved them, resubmit the document using the same format described above along with the Change Matrix.

Send an email to your Research Chair indicating that the resubmission was made. Include the following in your email:

Last Name, First Name
Task 11 – Admin Review Resubmitted
Course and Section (i.e. BMAL 888-A01)

Your chair will notify BusinessDoctoralPrograms@liberty.edu that your document is ready for another review.

The reviewer will provide comments in Canvas within six business days of receiving the email from your Research Chair.

The reviewer will post a ‘1’ in Canvas once the document is approved. That will be your signal to submit the next task.

This assignment will be reviewed for originality.

Task 12: The Research Proposal, Proposal Presentation, & IRB Submission

Your submission will include the following:

Title Block

- DRP Research Proposal
- Last Name, First Name
- Research Paradigm
- Proposed Topic

The body of the document will include:

Research Proposal

- Table of Contents
- Table of Figures
- Section 1, The Foundation of the Study
- Section 2, The Project
- Conclusion

Research Proposal Presentation

- PPT of Research Project
 - The general and specific problem to be studied
 - Research Questions (hypotheses as appropriate)
 - Overview of the Research Framework
 - The design and method of the study
 - Population and Sampling
 - The data collection and data analysis techniques to be employed
 - Appropriate citations to support choices
- 30 Minutes via MS-Teams
- Present to Chair

Your document will be submitted as an MS-Word .docx with the following title format:
Lastname_Research Proposal_DDMMMYYYY.docx

Your presentation will be submitted as an MS-PowerPoint .pptx with the following title format:
Lastname_Research Proposal Presentation_DDMMMYYYY.pptx

Send an email to your Research Chair indicating that the submission was made. Include the following in your email:

Last Name, First Name
Task 12 Submitted
Course and Section (i.e. BMAL 888-A01)

Your chair will provide comments in Canvas within six days of receiving your email.

Once your document is reviewed by your chair, any comments received will be collected by you in a Change Matrix document. As the comments are addressed, a brief description of the changes made will be added to the Change Matrix document for review by the chair. Once you have made the necessary revisions, resubmit the document using the same format described above along with the Change Matrix.

Send an email to your Research Chair indicating that the resubmission was made. Include the following in your email:

Last Name, First Name
Task 12 Resubmitted
Course and Section (i.e. BMAL 888-A01)

Your chair will provide comments in Canvas within six days of receiving your email.

The Presentation: Once all changes have been made, the Research Chair will schedule an MS-Teams call for the presentation of the research proposal.

Your Research Chair will post a '1' in Canvas once the document and presentation have been approved and the presentation has been made. That will be your signal that you have successfully completed BMAL 888 and you are eligible to submit your IRB package for review and approval.

Go to **Liberty University IRB webpage** and follow their procedure making sure to list your Research Chair as your research supervisor.

BMAL 889, Doctoral Research Project III

Task 1: Bullet Point Outline

To establish your baseline in the DRP, you will be submitting your latest approved Bullet Point Outline. Keep in mind that any changes to this foundational document will need to be approved by your Research Chair. This document must represent the current state of your research project.

Your submission will include the following:

Title Block

- Last Name, First Name
- Research Paradigm
- Proposed Topic

The body of the document will include:

- The Problem
 - General Problem Sentence
 - Supporting Reference Sentence with Current Citation 1 (< 5 years)
 - Supporting Reference Sentence with Current Citation 2 (< 5 years)
 - Supporting Reference Sentence with Current Citation 3 (< 5 years)
 - Supporting Reference Sentence with Current Citation 4 (< 5 years, optional bridge supporting references sentence, see problem statement white paper)
 - Specific Problem Sentence
- Research Questions
 - 3 to 4 Questions that will guide the study – label as RQ1, RQ2, RQ2a, etc.
- Nature of the Study
 - The Researcher's Paradigm (i.e. Positivist, Post-Positivist, etc.) - Describe your research paradigm and why it is your paradigm.
 - Single Case Study Design (Case Study Project Only) - Describe why a single case study design is appropriate for your proposed study.
- Research Framework – Use sub-points as appropriate
 - Concepts – The concepts (i.e. higher productivity is related to higher job satisfaction) that are related to your research study and are found in the literature. Use separate sub-points for each concept. Lead with a descriptor (short name for the concept), and then one to two sentences that describe how the concept is related to the specific problem.
 - Theories – The formal theories (i.e. Maslow's Motivational Theory, Transformational Leadership Theory, etc.) that are related to your research study and are found in the literature. Use separate sub-points for each theory. Lead with the formal name of the theory and then one to two sentences that describe how the theory is related to the specific problem.
 - Actors – The people groups (i.e. leaders, followers, accountants, etc.) or organizations that are related to your research study. Lead with a descriptor and

then one to two sentences that describe how the actor is related to the specific problem.

- Constructs – The constructs found in your research study (i.e. leadership style, intrinsic motivation, etc.). Lead with a descriptor and then one to two sentences that describe how each construct is related to the specific problem.
- References – Include a reference section for citations supporting all factual assertions.

Your document will be submitted as an MS-Word .docx with the following title format: Lastname_Bullet Point Outline_DDMMYYYY.docx

Send an email to your Research Chair indicating that the submission was made. Include the following in your email:

Last Name, First Name
Task 1 Submitted
Course and Section (i.e. BMAL 889-A01)

Your Research Chair will post a '1' in Canvas once the document is posted and checked.

Task 12: The Research Proposal w/IRB Approval & Permissions

To establish your baseline in the DRP, you will be submitting your latest approved Task 12: The Research Proposal from BMAL 888. You cannot change this foundational document without approval from your Research Chair. Any changes to the previously approved Section 1 and Section 2 documents, specifically related to the problem statement, research questions, methodology, participants, sample, data collection, data analysis, reliability, and validity must be reviewed and approved by your Research Chair and LUDSL Administration.

You must attach your IRB approval document to complete this task.

You must attach your DRP permission letter request using the template provided.

You must attach a signed permission response letter from an individual within the organization that has authority to allow your study to be conducted. The permission response letter must include the name, title, contact information, and authority to approve the study as described in the request letter you provided.

This is a narrative assignment using the appropriate template and headings.

Your submission will include the following:

Title Block

- DRP Research Proposal
- Last Name, First Name
- Research Paradigm
- Proposed Topic

The body of the document will include:

Research Proposal

- Table of Contents
- Table of Figures
- Section 1, The Foundation of the Study
- Section 2, The Project
- Conclusion

Research Proposal Presentation

- PPT of Research Project
 - The general and specific problem to be studied
 - Research Questions (hypotheses as appropriate)
 - Overview of the Research Framework
 - The design and method of the study
 - Population and Sampling

- The data collection and data analysis techniques to be employed
- Appropriate citations to support choices.

Your document will be submitted as an MS-Word .docx with the following title format:
Lastname_Research Proposal_DDMMMYYYY.docx

Your presentation will be submitted as an MS-PowerPoint .pptx with the following title format:
Lastname_Research Proposal Presentation_DDMMMYYYY.pptx

Your DRP Permission Letter will be submitted as a .pdf document with the following title format:
Lastname_Permission Letter_DDMMMYYYY.pdf

Your Organizational Permission Response will be submitted as a .pdf document with the following title format: Lastname_ Organizational Permission Response _DDMMMYYYY.pdf

Your IRB approval document will be submitted as a .pdf document with the following title format:
Lastname_IRB Approval_DDMMMYYYY.pdf

Send an email to your Research Chair indicating that the submission was made. Include the following in your email:

Last Name, First Name
Task 12 Submitted
Course and Section (i.e. BMAL 889-A01)

Your Research Chair will post a '1' in Canvas once the document is posted and checked.

Task 12: The Research Proposal w/IRB Approval & Permissions – Admin Review

Follow the instructions from the previous task.

Your document will be submitted as an MS-Word .docx with the following title format:
Lastname_Research Proposal_DDMMMYYYY.docx

Your presentation will be submitted as an MS-PowerPoint .pptx with the following title format:
Lastname_Research Proposal Presentation_DDMMMYYYY.pptx

Your DRP Permission Letter will be submitted as a .pdf document with the following title format:
Lastname_Permission Letter_DDMMMYYYY.pdf

Your Organizational Permission Response will be submitted as a .pdf document with the following title format: Lastname_ Organizational Permission Response _DDMMMYYYY.pdf

Your IRB approval document will be submitted as a .pdf document with the following title format:
Lastname_IRB Approval_DDMMMYYYY.pdf

When you submit the documents, you will include the following note along with the submission:

To: DSL Administration
From: [Enter Name], Doctoral Candidate
Date: [Date of Submission]

I certify that:

I have personally completed this Doctoral Research Project Proposal and that this document is fully compliant with the Doctoral Research Guide.

This Research Proposal reflects the Section 1 and Section 2 documents previously approved by LUDSL Administration, and I understand that any changes to the previously approved documents listed above, specifically related to the problem statement, research questions, methodology, participants, sample, data collection, data analysis, reliability, and validity must be reviewed and approved by my Research Chair and LUDSL Administration.

I have successfully presented the Doctoral Research Project Proposal to my Research Chair and my Research Chair has approved this Doctoral Research Project to proceed.

I understand that this Doctoral Research Project includes personal and organizational identifying information and is not intended for publication outside of Liberty University as submitted.

By making this statement and submitting this set of documents for review, I am asking for permission to begin the field study.

Send an email to your Research Chair indicating that the submission was made. Include the following in your email:

Last Name, First Name
Task 12 – Admin Review Submitted
Course and Section (i.e. BMAL 889-A01)

Your chair will notify BusinessDoctoralPrograms@liberty.edu that your document is ready for review.

The reviewer will provide comments in Canvas within six business days of receiving the email from your Research Chair.

Once your document is reviewed, any comments received will be collected by you in a Change Matrix document. As the comments are addressed, a brief description of the changes made will be added to the Change Matrix document for review by the chair. Once you have made the necessary revisions and your chair has approved them, resubmit the document using the same format described above along with the Change Matrix.

Send an email to your Research Chair indicating that the resubmission was made. Include the following in your email:

Last Name, First Name
Task 12 – Admin Review Resubmitted
Course and Section (i.e. BMAL 889-A01)

Your chair will notify BusinessDoctoralPrograms@liberty.edu that your document is ready for another review.

The reviewer will post a '1' in Canvas once the document and presentation have been approved. Once approved, the reviewer will indicate in the grading notes that you are approved to begin your field study and email your research chair.

Task 13: Presentation of the Findings

This is a narrative assignment using the appropriate template and headings. The presentation of the findings should be an exhaustive discussion of no less than 30 pages.

Your submission will include the following:

Title Block

- Last Name, First Name
- Research Paradigm
- Proposed Topic

The body of the document will include:

Presentation of the Findings

- Introductory paragraph
- Overview of Themes Discovered
- Discussion of Themes – Provide a detailed discussion of the findings organized by the themes discovered in the study.
 - Organize the discussion by themes discovered and present the results of the qualitative analysis.
 - Include the results of all qualitative and quantitative analyses conducted for triangulation in the discussion organized by themes discovered. For quantitative analysis, include appropriate hypotheses testing and results.
 - Include a sample of relevant direct quotations from participants to highlight the discovered themes.
- Relationship of Findings – Provide a detailed discussion of how the findings relate to key areas from the research proposal.
 - The Research Questions – Discuss how the findings addressed each of the research questions.
 - The Research Framework – Discuss how the findings relate to each of the elements in the research framework.
 - Anticipated Themes – Discuss how the findings relate to the anticipated themes with a focus on any differences, unanticipated themes, or missing themes.
 - The Literature – Discuss how the findings relate to the literature with a focus on both similarities and differences.
- Summary of the Findings – Provide an overview of how the findings addressed the specific problem being studied, the general problem, the purpose of the research, and the research questions. Highlight key conclusions drawn from the findings.

Your document will be submitted as an MS-Word .docx with the following title format: Lastname_Findings_DDMMYY.docx

Send an email to your Research Chair indicating that the submission was made. Include the following in your email:

Last Name, First Name
Task 13 Submitted
Course and Section (i.e. BMAL 889-A01)

Your chair will provide comments in Canvas within six days of receiving your email.

Once your document is reviewed by your chair, any comments received will be collected by you in a Change Matrix document. As the comments are addressed, a brief description of the changes made will be added to the Change Matrix document for review by the chair. Once you have made the necessary revisions, resubmit the document using the same format described above along with the Change Matrix.

Send an email to your Research Chair indicating that the resubmission was made. Include the following in your email:

Last Name, First Name
Task 13 Resubmitted
Course and Section (i.e. BMAL 889-A01)

Your chair will provide comments in Canvas within six days of receiving your email.

Your Research Chair will post a '1' in Canvas once the document is approved. That will be your signal to submit the next task.

Task 13: Presentation of the Findings - Admin Review

Follow the instructions from the previous task.

Your document will be submitted as an MS-Word .docx with the following title format: Lastname_Findings_Admin Review_DDMMYY.docx

Send an email to your Research Chair indicating that the submission was made. Include the following in your email:

Last Name, First Name
Task 13 – Admin Review Submitted
Course and Section (i.e. BMAL 889-A01)

Your chair will notify BusinessDoctoralPrograms@liberty.edu that your document is ready for review.

The reviewer will provide comments in Canvas within six days of receiving the email from your Research Chair.

Once your document is reviewed, any comments received will be collected by you in a Change Matrix document. As the comments are addressed, a brief description of the changes made will be added to the Change Matrix document for review by the chair. Once you have made the necessary revisions and your chair has approved them, resubmit the document using the same format described above along with the Change Matrix.

Send an email to your Research Chair indicating that the resubmission was made. Include the following in your email:

Last Name, First Name
Task 13 – Admin Review Resubmitted
Course and Section (i.e. BMAL 889-A01)

Your chair will notify BusinessDoctoralPrograms@liberty.edu that your document is ready for another review.

The reviewer will provide comments in Canvas within six business days of receiving the email from your Research Chair.

The reviewer will post a '1' in Canvas once the document is approved. That will be your signal to submit the next task.

Task 14: Supporting Material

This is a narrative assignment using the appropriate template and headings.

Your submission will include the following:

Title Block

- Last Name, First Name
- Research Paradigm
- Proposed Topic

The body of the document will include:

- Overview of the Study – Provide a comprehensive overview of the study that was conducted.
- Application to Professional Practice
 - Introductory paragraph
 - Improving General Leadership Practice - Provide a detailed discussion of how the results of this study can improve general leadership practice. – Minimum of 2 pages.
 - Potential Implementation Strategies - Provide a detailed discussion of potential implementation strategies that leaders can use to leverage the findings of this study. Minimum of 2 pages.
 - Summary
- Recommendations for Further Study – Provide specific examples of further areas that should be studied based upon the findings from this study. Specifically, address why this study and its results suggest these areas of study.
- Reflections
 - Introductory paragraph
 - Personal & Professional Growth – Discuss how conducting this research project has provided for personal and professional growth. – Minimum of 1 page.
 - Biblical Perspective – Provide a detailed discussion of how the business functions explored in this study relate to and integrate with a Christian worldview. Be sure to include specific scripture references that illustrate the relationships. – Minimum of 2 pages.
 - Summary

Your document will be submitted as an MS-Word .docx with the following title format: Lastname_Supporting Material_DDMMMYYYY.docx

Send an email to your Research Chair indicating that the submission was made. Include the following in your email:

Last Name, First Name
Task 14 Submitted
Course and Section (i.e. BMAL 889-A01)

Your chair will provide comments in Canvas within six days of receiving your email.

Once your document is reviewed by your chair, any comments received will be collected by you in a Change Matrix document. As the comments are addressed, a brief description of the changes made will be added to the Change Matrix document for review by the chair. Once you have made the necessary revisions, resubmit the document using the same format described above along with the Change Matrix.

Send an email to your Research Chair indicating that the resubmission was made. Include the following in your email:

Last Name, First Name
Task 14 Resubmitted
Course and Section (i.e. BMAL 889-A01)

Your chair will provide comments in Canvas within six days of receiving your email.

Your Research Chair will post a '1' in Canvas once the document is approved. That will be your signal to submit the next task.

Task 15: Section 3, Application to Professional Practice

This is a narrative assignment using the appropriate template and headings.

Your submission will include the following:

Title Block

- Last Name, First Name
- Research Paradigm
- Proposed Topic

The body of the document will include:

Section 3, Application to Professional Practice

- Overview of the Study
- Presentation of the Findings
- Application to Professional Practice
- Recommendations for Further Study
- Reflections
- Summary of Section 3

Your document will be submitted as an MS-Word .docx with the following title format:
Lastname_Section 3_DDMMYYYYY.docx

Send an email to your Research Chair indicating that the submission was made. Include the following in your email:

Last Name, First Name

Task 15 Submitted

Course and Section (i.e. BMAL 889-A01)

Your chair will provide comments in Canvas within six days of receiving your email.

Once your document is reviewed by your chair, any comments received will be collected by you in a Change Matrix document. As the comments are addressed, a brief description of the changes made will be added to the Change Matrix document for review by the chair. Once you have made the necessary revisions, resubmit the document using the same format described above along with the Change Matrix.

Send an email to your Research Chair indicating that the resubmission was made. Include the following in your email:

Last Name, First Name

Task 15 Resubmitted

Course and Section (i.e. BMAL 889-A01)

Your chair will provide comments in Canvas within six days of receiving your email.

Your Research Chair will post a '1' in Canvas once the document is approved. That will be your signal to submit the next task.

This assignment will be reviewed for originality.

Task 16: Doctoral Research Project & Updates

This is a narrative assignment of the entire ADRP using the appropriate template, and headings.

Your submission will include the following:

- Front Matter
 - Title Page
 - Abstract
 - Approval Page
 - Table of Contents
 - List of Tables
 - List of Figures
- Section 1 - Updates
 - Update Introduction to the Study to include the entire study
 - Update Literature Review to include a detailed discussion of Discovered Themes
 - Update Framework based upon findings
 - Change to Past Tense
- Section 2 - Updates
 - Update to Data Collection & Analysis to reflect actual data collection and analysis
 - Update Participants & Sample to reflect actual participants and sample
 - Add Transition to Summary of Section 2
 - Change to Past Tense
- Section 3
- Summary and Study Conclusions
- Reference Section
- Appendices (Interview Guide, Survey(s), IRB Approval Letter, Permission Request Letter, Permission Response)

- Include Change Matrix for all updates made in this submission

Your document will be submitted as an MS-Word .docx with the following title format: Lastname_Draft DRP_DDMMYYYY.docx

Send an email to your Research Chair indicating that the submission was made. Include the following in your email:

Last Name, First Name
Task 16 Submitted
Course and Section (i.e. BMAL 889-A01)

Your chair will provide comments in Canvas within six days of receiving your email.

Once your document is reviewed by your chair, any comments received will be collected by you in a Change Matrix document. As the comments are addressed, a brief description of the changes

made will be added to the Change Matrix document for review by the chair. Once you have made the necessary revisions, resubmit the document using the same format described above along with the Change Matrix.

Send an email to your Research Chair indicating that the resubmission was made. Include the following in your email:

Last Name, First Name
Task 16 Resubmitted
Course and Section (i.e. BMAL 889-A01)

Your chair will provide comments in Canvas within six days of receiving your email.

Your Research Chair will post a '1' in Canvas once the document is approved. That will be your signal that you have successfully completed BMAL 889.

BMAL 890, Doctoral Research Project IV

Task 17: Final Doctoral Research Project

This is a narrative assignment using the appropriate template and headings. This document must be fully compliant with the DRP Guide and current APA formatting guidelines. It is acceptable to hire a professional APA editor for the final draft.

Your submission will include the following:

Doctoral Research Project

- Front Matter
- Section 1, The Foundation of the Study
- Section 2, The Project
- Section 3, Application to Professional Practice
- Summary and Study Conclusions
- Reference Section
- Appendices

Doctoral Research Project Presentation

- PPT of Research Project
 - The general and specific problems that were studied
 - Research Questions (hypotheses as appropriate)
 - Overview of the Research Framework
 - The design and method of the study
 - Population and Sampling
 - The data collection and data analysis techniques that were employed
 - The findings of the study and how they relate to the problem and research questions
 - Recommendations for future study
 - Concluding comments
 - References
- 45 Minute presentation via MS-Teams
- Present to Chair

Your document will be submitted as an MS-Word .docx with the following title format:
Lastname_Final DRP_DDMMYYYY.docx

Your presentation will be submitted as an MS-Word .pptx with the following title format:
Lastname_Final DRP Presentation_DDMMYYYY.pptx

Send an email to your Research Chair indicating that the submission was made. Include the following in your email:

Last Name, First Name
Task 17 Submitted
Course and Section (i.e. BMAL 890-A01)

Your chair will provide comments in Canvas within six days of receiving your email.

Once your document is reviewed by your chair, any comments received will be collected by you in a Change Matrix document. As the comments are addressed, a brief description of the changes made will be added to the Change Matrix document for review by the chair. Once you have made the necessary revisions, resubmit the document using the same format described above along with the Change Matrix.

Send an email to your Research Chair indicating that the resubmission was made. Include the following in your email:

Last Name, First Name
Task 17 Resubmitted
Course and Section (i.e. BMAL 890-A01)

Your chair will provide comments in Canvas within six days of receiving your email.

The Presentation: Once all changes have been made, the Research Chair will schedule an MS-Teams call for the presentation of the research and findings.

Signature Page: Once your research presentation has been successfully completed, print out the signature page (Approvals) found in the DRP document template, sign it, and forward it to your Research Chair for signature.

The signature page will be emailed as a pdf document with the following title format: Lastname_Final DRP_Signature Page DDMMYYYY.pdf.

Your Research Chair will post a '1' in Canvas once the document and presentation have been approved and the presentation has been made. Your Research Chair will forward the signature page to BusinessDoctoralPrograms@liberty.edu for signature.

This assignment will be reviewed for originality.

Task 17: Final Doctoral Research Project - Admin Review

Follow the instructions from the previous task and insert the completed signature page into the final pdf document.

Your document will be submitted as a single pdf document with the following title format: Lastname_Final DRP_Admin Review_DDMMMYYYYY.pdf

Your presentation will be submitted as a pdf document with the following title format: Lastname_Final DRP Presentation_Admin Review_DDMMMYYYYY.pdf

When you submit the documents, you will include the following note along with the submission:

To: DSL Administration
From: [Enter Name], Doctoral Candidate
Date: [Date of Submission]

I certify that:

I have personally completed this Doctoral Research Project and that this document is fully compliant with the Doctoral Research Guide and has been edited to meet current APA standards.

I have successfully presented the Doctoral Research Project to my Research Chair and my Research Chair has approved this Final Doctoral Research Project and the associated presentation.

I understand that this Doctoral Research Project include personal and organizational identifying information and is not intended for publication outside of Liberty University as submitted.

By making this statement and submitting this set of documents for review, I am asking for approval to apply for graduation.

Send an email to your Research Chair indicating that the submission was made. Include the following in your email:

Last Name, First Name
Task 17 - Admin Review Submitted
Course and Section (i.e. BMAL 890-A01)

Your chair will notify BusinessDoctoralPrograms@liberty.edu that your document is ready for review.

The reviewer will provide comments in Canvas within six business days of receiving the email from your Research Chair.

Once your document is reviewed and approved you will have successfully completed your Doctoral Research Project.

This assignment will be reviewed for originality and uploaded to the Global Database.

Document Contents

While the doctoral candidate has significant latitude in presenting information, certain parts of the Doctoral Research Project have specific requirements.

Use the DRP Template and the APA style guide for the formatting of all tasks. Use the narrative below for specific content requirements.

Abstract

Provide an overview of the dissertation to include key findings and conclusions. Limit this to 300 words. This is not an introduction and should be the last section completed. Be sure to not indent the first line.

Keywords: Provide Four to five words that will be used in web searches for this document.

Table of Contents

At least three levels of indentation. The reader should be able to visualize the flow of your dissertation by looking at the outline provided by the Table of Contents.

Section 1: Foundation of the Study

Start this section on a new page. Provide a two or three paragraph Introduction to the Study. The final paragraph in the introduction must be an outline of Section 1. Update this introduction as each section of the Doctoral Research Project is completed.

Background of the Problem

Provide a one to a two-page overview of the context and background of the problem being researched in this study. This section has a clear statement demonstrating that the focus of the study is on a significant applied business problem that is worthy of study. There is a brief, well-articulated overview of highlights from the research literature that substantiates the context of the study by indicating a gap between the existing literature in the cognate field and effective business practice. Identify any potential solutions currently in the literature. Use only primary scholarly sources for this section from the last 5 years.

Problem Statement

The problem statement should be clear and concise and presented in a single paragraph with less than 250 words. Only primary scholarly sources from the last 5 years may be used in this section. The first sentence must begin with, “The general problem to be addressed is...”, and include consequences that arise from the problem, “... resulting in...”. The general problem sentence must be an overarching problem clearly related to the field of study that can be proven to exist based upon multiple current (last five years) sources from the literature. The consequences should provide a broad but clear statement regarding the negative outcomes that result from the existence

of the general problem. Next, the researcher will provide current literature support for the assertions made in the general problem sentence from primary scholarly sources from the last five years. The problem statement must end with, “The specific problem to be addressed is...”. The specific problem sentence must be a narrowly focused subset of the general problem that is practical to study within the constraints of the program. It is important to note that the specific problem might not have been demonstrated to exist in the narrowly focused area. Using words like possible or potential in the specific problem sentence can help avoid bias. See the White Paper titled: *Effective Problem Statements and Research Questions* for additional guidance.

Note: The specific problem statement can include the specific organization being studied but does not need to.

As an example:

The general problem to be addressed is the high level of employee turnover in the healthcare industry when compared to overall turnover rates, resulting in loss of revenue and reduced profits. Jones (2017) stated that employee turnover in the health care industry averages 36% across the nation when compared to an overall average of 24% nationally. A recent study by Morgan (2018) found that employee turnover rates in the healthcare industry have been increasing over the last two years and pose a significant risk to this industry. According to Smith (2017), employee turnover in the healthcare industry has contributed to a loss of revenue, a significant reduction in profit, and a loss of customers. The specific problem to be addressed is a potential high level of employee turnover in public hospitals in the southeastern United States, resulting in possible loss of revenue and reduced profits.

Research Questions

Research questions form the basis of inquiry for the study and are broad questions that will be used to guide the researcher in addressing the problem statement. Research questions guide in the choice of methodology for the study. Qualitative research questions are those that seek to understand or explain while quantitative research questions seek to relate or measure.

Begin with a paragraph of less than 250 words that introduce the research questions and relates them in general to the problem being studied. Qualitative studies will typically have three central research questions and possibly sub-questions to be explored. The questions should be designed to solicit in-depth answers rather than a yes/no.

As an example:

- RQ1. What are the driving factors in employee turnover in the medical industry?
- RQ1a. How much of an influence on employee turnover is work environment?
- RQ1a. How much of an influence on employee turnover is leadership style?

Following the list of research questions, provide a detailed discussion of how each question directly addresses an element of the specific problem being studied, and how taken together they completely address the specific problem being studied.

Purpose Statement

The Purpose Statement clearly describes the intent/focus of the study. Simply put, the purpose of the study is to extend the current leadership body of knowledge to a specific context identified in the general and specific problems through answering the research questions. The research project will essentially fill a gap where knowledge is missing. The study must rest solidly on the foundation provided by the existing body of knowledge and be clearly connected to it.

The purpose statement should be a single paragraph with less than 250 words and should include the specific design of study being conducted. Refer to the Nature of the Study for a detailed discussion of research design and methods. The purpose statement should include descriptive words such as explore or understand for qualitative studies and evaluate or measure for quantitative studies. The purpose statement must begin with, “The purpose of this *Design - Method* is to...”.

As an example:

The purpose of this flexible single case study is to add to expand the understanding of reasons behind high employee turnover in the healthcare industry and the effect it has on revenue and profitability. The research will seek to determine the driving factors in employee turnover in the medical industry and see if there is a specific influence on turnover provided by the work environment or leadership style. The larger problem of employee turnover in the healthcare industry is explored through an in-depth study of employee turnover and its effect on revenue and profit in public hospitals in the southeast United States.

Research Paradigms

A research paradigm is essentially a worldview that a researcher brings to their study. It represents the researcher’s view of reality or truth. While there is ongoing discussion regarding which paradigms exist in the modern research community, it is useful to focus on Positivism, Post-Positivism, Constructivism, and Pragmatism for applied business research. You should conduct research on this topic to understand what your research paradigm is as it will shape how you approach your problem. It is also important to note that while some paradigms lend themselves better to certain methodologies, the choice of methodology does not change the paradigm. This is part of who you are and how you view the world. For this course and your research project, you will identify which of the following best describes your view of the world and reality, you should also be able to describe why that is the case:

- Positivism – Single objective reality that we seek to discover.
- Post-Positivism – Single objective reality that we seek to discover with the understanding that we never will fully understand it.

- Constructivism – Reality is determined by the individual and the researcher seeks to understand that view of reality.
- Pragmatism – Focus on the ‘problem’ rather than the view of reality, using any tools available to understand the problem.

Design and Method

The methodology is how the researcher will study the problem at a very high level, all research will be conducted using one of the following research approaches. The researcher will need to be able to explain the application and benefits of each type of research:

- Fixed Design using Quantitative Methods
- Flexible Design using Qualitative Methods
- Mixed Methods Design using Quantitative and Qualitative Methods

Fixed Designs are fully defined (fixed) as part of the research proposal and following the proposal, the researcher executes the research and analysis using quantitative tools as described in the research proposal. Flexible designs on the other hand are defined in a general sense as part of the research proposal and following the proposal, the researcher is free to adjust (flexible) the research as is necessary using qualitative tools as described. Mixed Methods Designs as the name implies, use a combination of both in relatively equal amounts. This should not be confused with a Flexible Design that might use a small number of quantitative methods to provide for triangulation of the data found through the primary qualitative methods, such as the use of descriptive statistics to show demographics or other relevant numerical data. The choice of research approach is guided by the research problem, purpose, and research questions.

Within each research approach, there are specific methods (the research tool) that can be employed. The table below lists the most common methods employed in the three research types of research designs. Once selected, the method becomes the methodology or specific ‘research design’ for the study.

Fixed Design Methods	Flexible Design Methods	Mixed Methods Design Methods
<ul style="list-style-type: none"> • Experimental • Quasi-experimental • Nonexperimental <ul style="list-style-type: none"> • Descriptive • Correlational • Causal-Comparative 	<ul style="list-style-type: none"> • Narrative • Phenomenology • Grounded Theory • Case Study <ul style="list-style-type: none"> • Single Case Study • Multiple Case Study • Ethnography 	<ul style="list-style-type: none"> • Convergent parallel • Explanatory Sequential • Exploratory Sequential Transformative

Common methods for fixed, flexible, and mixed research designs.

An effective way to begin the discussion of methodology is to start with the sentence: “This study will be conducted with a XXXXX design using XXXXX method(s) specifically, a XXXXX design will be used”.

The DRP will exclusively use a Single Case Study which means that the discussion of methodology will begin with:

This study will be conducted with a flexible design using qualitative methods specifically, a single case study design will be used.

Research Framework

The researcher should think of the research framework as the ‘word picture’ for the specific problem statement. Once a person reads the framework and examines the diagram it should be very clear what the conditions surrounding the problem are as well as how the study is connected to the literature. Not all studies will have both concepts and theories, and flexible designs such as a case study will typically rely more on concepts than theories.

Diagram – The research framework diagram should allow the reader to ‘see’ the problem and its outcomes. The diagram should show 1) the inputs (constructs or variables) and how they relate to the actors, 2) how action/information/influence flows between the actors, 3) how the actors are influenced by concepts and theories, and 4) how the outputs (constructs) are determined. Additional research on Conceptual Frameworks and Theoretical Frameworks will provide a better understanding of this important part of the research project.

Concepts – These are commonly held views that are not as formally defined as theories that can be found in the literature that are central to your research problem. The researcher should be able to provide a short ‘descriptor’ for the concept. An example descriptor could be *Higher Job Satisfaction Leads to Higher Productivity*. Follow the descriptor with a discussion of the concept supported by citations. Flexible studies will typically have concepts.

Theories – These are formal theories that can be found in the literature that are central to the research problem. They will have a researcher or researchers connected with them. Examples include Maslow’s Hierarchy of Needs, Transformational Leadership Theory, Servant Leadership, etc. The researcher should be able to provide the formal name of the theory, and then a discussion of the theory supported by citations. Flexible studies will not always have a theory or theories associated with them. Theories are developed as our understanding of a problem matures and often flexible studies will be looking at relatively new research problems.

Actors – These are the key people groups such as leaders, followers, or customers central to the research problem, as well as the organizations such as the specific business, government entity, or school that are central to the research problem. The researcher should be able to provide a short ‘descriptor’ for the actor. An example descriptor could be *Executive Leaders, Project Team Members*, or even ABC University. Follow the descriptor with a discussion of the actor supported by citations.

Constructs – These are the constructs found in the research study. Constructs are the broad concepts or topics in a study. The researcher should be able to provide a short ‘descriptor’ for the construct. An example descriptor could be *Leadership Effectiveness* or *Leadership Style*. Follow the descriptor with a discussion of the construct supported by citations.

Definition of Terms

All definitions should be sourced from professional/scholarly sources and cited properly. Do not use direct quotations. List only terms that might not be understood by the reader.

Assumptions, Limitations, Delimitations

In this section, you will describe the boundaries and potential limitations of your study. Begin this section with an introductory paragraph of less than 250 words that discusses each of the categories and how they might impact the study.

Assumptions

Assumptions are facts considered to be true but are not verified in the study such as: “participants will respond truthfully or are knowledgeable.” Assumptions carry risk and the potential risk of each assumption to the study should be identified and supported by citations. A risk mitigation discussion for each assumption should be provided.

Limitations

Limitations refer to potential weaknesses of the study presented by limiting factors such as: “sample size is too small to generalize.” Limitations also carry risk and the potential risk of each limitation to the study should be identified and supported by citations. Include a description of how they relate to the study and what you are doing to mitigate the limitation.

Delimitations

Delimitations refer to the boundary or scope conditions set by the study such as: “only selected part of the population” or “selected only certain elements of leadership.” Describe the boundaries or scope conditions and discuss how they will impact the study.

Significance of the Study

In this section, the researcher will provide a rationale for conducting the study. Begin this section with an introductory paragraph of less than 250 words that provides an overview of the section.

Improving Leadership Practice

In 300 to 500 words, discuss how this study will add to the understanding and effective practice of leadership and this existing problem within this specific context and organization. Support all factual assertions with scholarly sources from within the last five years.

Implications for Biblical Integration

In 300 to 500 words, provide a solid connection between Biblical principles and the concepts and/or theories of this study. Include specific examples and references from Scripture and support all factual business assertions with scholarly sources from within the last five years.

Relationship to Leadership Practice

In 300 to 500 words, explain how the study is related to leadership as a role or function. Support all factual assertions with scholarly sources from within the last five years.

Summary of Significance of the Study

Provide a one-paragraph summary of the significance of the study highlighting key points. The paragraph should be 250 words or less.

A Review of the Professional and Academic Literature

The goal of the literature review is to show the connection between the existing body of knowledge and the research study. The research project will either add new knowledge in a new direction or fill a gap where knowledge is missing, or both. This was introduced in the purpose statement earlier. In all cases, the study must rest solidly on the foundation provided by the existing body of knowledge and be clearly connected to it. The literature review is the primary way in which this connection is established. The review should provide a '360-degree' view of the literature related to the problem illustrating all sides of the discussion, not just perspectives that support the researcher's views or a single perspective. This is accomplished by including both supporting and contradictory scholarly reference material. Begin this section with an introductory paragraph of 250 to 500 words that provides an overview or 'roadmap' of the main elements of the literature review.

- Leadership Practices Detailed discussion of the leadership practices related to the problem being studied.
- The Problem – Detailed discussion of the background general and specific problems.
- Concepts – Detailed discussion of the concepts found in the research framework.
- Theories - Detailed discussion of the theories found in the research framework.
- Constructs - Detailed discussion of the constructs found in the research framework.
- Related Studies – Detailed review of related studies presenting all viewpoints, not just those that support the researcher's views.
- Anticipated Themes and Discovered Themes - Detailed discussion of anticipated themes known prior to the study and discovered themes following the study.
- The literature review should include only scholarly sources with at least 75% being published within the last 5 years.
- The literature review is intended to be exhaustive and may require more than the minimum number of pages to achieve this goal.
- The literature review should compare and contrast different points of view.

- Provide a one-page summary of the literature review to include a description of how this section provides a foundation for the study.

Transition and Summary

Section 1 and 2 should include a two-paragraph transition and summary. In the first paragraph, provide a 300 to 500 word summary of the section that was just presented (Section 1 or Section 2). In the second paragraph provide a 250 word or less overview of what the next section will include (Section 2 or Section 3). Section 3 will only include a summary.

References

References will be formatted using the most current APA style guide.

Research Chair Responsibilities

General

Our goal is to help the doctoral candidate move through the course and complete each section of the Doctoral Research Project in a smooth and efficient manner. The Research Chair is the primary point of contact for the doctoral candidate for all questions regarding the process. You should follow the same guidelines for communication and grading that are in place for the graduate school.

General expectation:

- Respond to email communication within 36 hours
- Post meaningful feedback on assignments within 6 days after notification

In the event of travel or vacation where you will be unable to communicate or review tasks, you should discuss with your candidate how they should proceed in your absence and when they can expect to you to reconnect.

Send an email to BusinessDoctoralPrograms@liberty.edu with the following:

Title: Research Chair Taking Vacation

Body:

I will be on travel or vacation from DDMMYY to DDMMYY. During this time, I will be unable to respond to emails from my doctoral candidate or provide feedback on their submissions. I have advised my candidate in advance of this plan and discussed how they should proceed during this period.

Research Chair Last Name, First Name

Candidate Last Name, First Name

Course Prefix, Number, and Section (i.e. BMAL 887-A01)

Maximum times in the event of travel or vacation that has been coordinated in advance with your candidate:

- Respond to email communication within 8 days
- Post meaningful feedback on assignments within 10 days after notification

You will find the latest DRP Guide and DRP Template in Course Content. Please be sure to review them with your candidate so they know what the expectation for each element of the dissertation is.

Weekly Progress Reports

Be sure to review and comment on the Weekly Progress Reports. Encourage the candidate to continue to make progress and help them work through any roadblocks they have encountered. Contact any candidate that has missed a status report right away to make sure they are still engaged and making progress. Remind them that the status report must be submitted to maintain enrollment in the course.

Grading Tasks

All tasks must be completed in order and the candidate should not submit the next task until the current task has been successfully completed. The tasks are ordered so that future tasks build on the ones that precede them. The candidate can work ahead but only with the understanding that changes to the current task could impact later ones and waste time and effort. You should discuss this with your candidate.

All assignments must be submitted and graded in Canvas. Use the in-line grading feature in Canvas to give feedback on assignments. Note that all assignments require that the candidate provide a Change Matrix along with a resubmission. Do not provide feedback on assignments outside of Canvas.

In the event that revisions are required, post a '0' for the task and email the candidate that your review is complete and that revisions are required. When the revisions have been successfully completed, post a '1' for the task and email the candidate that they can move on to the next task. Be sure to require the candidate to provide a change matrix that includes all of your comments so you will be able to see how and where they were addressed.

Do not review and grade submissions in the Admin Review links. These are reserved for administrative and methodology reviews only.

Posting Final Grades

The DRP courses have the following grading options:

NP - This is posted when the candidate has not made any meaningful progress during the semester.

PR - This is posted when the candidate has made progress but needs an additional semester to complete all the tasks required for the course.

P - This is posted when the candidate has completed all the tasks required for the course.

The syllabus for each course provided clear guidance for you and your candidate regarding the criteria for each grade.

Post the final grade by 11:59 pm Eastern on Friday of the final week: in the course. The final grade will determine what course the candidate will be enrolled in for the coming semester.

Enrolling in BMAL 890

Once your candidate completes BMAL 889 and you have posted a final grade of 'P', you can request they be enrolled in BMAL 890 by contacting BusinessDoctoralPrograms@liberty.edu. You must also request a second enrollment in BMAL 890 if your candidate does not complete all tasks. You and your candidate will be notified by DSL Administration once the enrollment is completed.

Provide the following in the email:

Subject: DSL Candidate Ready for BMAL 890

Body:

Candidate Last Name, First Name
Course number & Section number (i.e. BMAL 889-A22)
Research Chair Last Name, First Name

I certify that the doctoral candidate has successfully completed BMAL 889, and I have posted a final grade of 'P'. Please enroll this candidate in BMAL 890 in order to complete their final presentation and finalize their manuscript.

The Field Study

As your candidate completes the field study you should be reviewing the field notes and/or raw data to ensure that the data gathering process described in the research proposal is being carried out. This should include the number of participants and/or the sample size. You should also carefully review the analysis to ensure that the presentation of the findings accurately represents that raw data gathered.

Administrative Reviews

Do not send a task in for an Admin Review until you are certain that the candidate has met all the requirements for the task. The Admin review will focus primarily on content rather than formatting. You should address all APA formatting issues with your candidate prior to submitting the document for review.

When your candidate has a document ready for an administrative review you should contact BusinessDoctoralPrograms@liberty.edu. Before requesting an administrative review, please ensure that the content has been fully reviewed and revised and that the document is fully compliant with the DRP guide and the DRP template.

The last day to request an Admin Review is Monday of the second to the last week in the course.

Provide the following in the email:

Subject: DSL Task Ready for Administrative Review

Body:

Candidate Last Name, First Name
Course number & Section number (i.e. BMAL 890-A22)
Task #, Task Title
Research Chair Last Name, First Name

I certify that the doctoral candidate has successfully completed this assignment and that I have fully reviewed this assignment and found it to be compliant with all guidance provided.

The reviewer will review the assignment in Canvas and use the in-line grading feature in Canvas to give feedback to the student and **the reviewer will post the grade**. If the document requires revision, the candidate will submit an update using a Change Matrix. The chair will notify the reviewer when a revision has been submitted after ensuring that the reviewer's comments have been successfully addressed. Once the reviewer's comments have been addressed **the reviewer will post the grade**.

Presentations

When your candidate is ready to present either the research proposal or their final research project, you will set up an MS-Teams call.

Once the time and date of the call has been established, inform BusinessDoctoralPrograms@liberty.edu to let the administrative team know that the presentation has been scheduled. The presentation must be scheduled at least one week in advance.

Provide the following in the email:

Subject: DRP Research Proposal Presentation or DRP Final Research Project Presentation

Body:

Candidate Last Name, First Name
Course number & Section number
Research Project Title
Research Chair Last Name, First Name
Date / Time for the Presentation

Include the link and information required to participate in the MS-Teams call.

Signature Page

Once the candidate has successfully completed Task 17: Final Doctoral Research Project email the signature page (signed by the candidate and the chair) to BusinessDoctoralPrograms@liberty.edu for signature by the Director of Doctoral Programs. The signed document will be returned to the research chair for the candidate to include in the final pdf submission in Task 17: Final Doctoral Research Project - Admin Review.

Provide the following in the email:

Subject: Final DRP Signature Page

Body:

Research Chair Last Name, First Name
Candidate Last Name, First Name
Course number & Section number (i.e. BMAL 890-A22)

I certify that the doctoral candidate has successfully completed Task 17: Final Doctoral Research Project and that I have fully reviewed this assignment and found to be compliant with all guidance provided as well as current APA standards.

I certify that the doctoral candidate has completed the field study as described in the data collection section to include the number of participants described.

I certify that the doctoral candidate has completed the data analysis as described and that the presentation of the findings is consistent with the raw data collected.

I also certify that the doctoral candidate has successfully presented the research project and is ready to graduate.