

PROJECT TITLE

(*A GOOD RULE OF THUMB IS TO KEEP YOUR TITLE LENGTH TO NO MORE THAN 12 WORDS)

PROJECT COUNTRY**Travel dates****ABSTRACT (150-200 words)**

An abstract is a brief summary of a research article, thesis, review, conference proceeding, or any in-depth analysis of a particular subject. It is used to help a reader quickly ascertain the paper's purpose. An abstract should be viewed as a self-contained piece of writing that can be understood independently from your narrative.

A good proposal will include a statement of the problem and objectives, a summary of your research approach, and a brief statement about results and conclusions. The significance of the proposed topic should be clear and concise and easily ascertained within your writing.

As you form your abstract, keep in mind this simple formula:

I am studying *a*, to learn about *b*, so that we can better understand *c*. I studied *a* by doing *d*. My conclusions about *b* and *c* are *e*.

REPORT BODY (1-3 pages)

- I. Brief description of the purpose of your trip, your previous research, and your initial goals.
- II. Activities conducted: sites visited, archives consulted, contacts made, interviews conducted.
- III. Conclusions: how the trip helped you achieve your initial goals as well as new goals and directions, and refinements to your project that will be pursued in the future.