

Appendix D

Guidelines for Preparing Analytical Research Paper

I. Purpose

The Research Paper is designed to serve as a capstone to the MPA degree candidate's academic preparation and to reflect his/her ability to integrate essentially theoretical classroom and research experience with the body of applied skills attained in his/her real world professional job performance. The paper should reveal the student's grasp of major Public Administration concepts, issues, normative premises and on-going concerns by relating them to aspects of the operational administrative context in which he/she functions. The overriding purpose of this assignment is not to obtain a narrative of the candidate's day-to-day job performance, nor a sequential course-by-course review of the significance of the MPA classroom experience; rather, it is to discern the candidate's ability to synthesize and apply what is relevant in this broad interdisciplinary field to the repertory of tasks that constitute his/her work agenda and to his/her role in the larger administrative system of which he/she is a member. The specific objective(s) of the internship should be incorporated in the "Abstract of Internship".

II. Form and Style

A conventional term paper format may be employed. While no explicit "length" is presupposed, approximately 15-20 typed, double-spaced, pages should normally suffice. Incorporation of a title page, table of contents, relevant footnotes, and a bibliography likewise should be anticipated. The bibliography should in no way attempt to encompass the learning experience of the entire MPA Program, but should merely incorporate documentation of the material annotated within the Internship Paper itself. Generally, a scholarly editorial style should be maintained, although this does not preclude a measure of first-person, opinion-rendering or narrative recounting. It is expected that, by and large, traditional expository rhetoric and syntax will be employed.

III. Procedure

Prior to the researching and writing of the first draft, the student should schedule at least one session of consultation with the faculty advisor. Prior to the preparation of the final draft, the student should also schedule at least one session of consultation with the faculty advisor. The finished Internship paper should be submitted to and received by, the faculty advisor, a minimum of one week before the end of the semester in which the internship is completed.

IV. Confidentiality of Content

All material submitted in fulfillment of GOVT 510 requirements will be treated with the utmost confidentiality by the MPA Program and New Mexico State University.