#  Attributes Template

Name*your name*

Date*today’s date*

Reference *full reference of source using APA 7th format (https://libraryguides.vu.edu.au/apa-referencing/7GettingStarted), e.g.:*

#### Does this memo fit our study? Yes / Maybe / No

If no, briefly state why not and stop here*.* **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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#### NOTE: These attributes can go into an attribution table or in a memo.

Abstract*copy and paste abstract if available*

Type of publication*e.g.: peer reviewed journal article, dissertation/thesis, book chapter, conference proceedings, report, magazine article, other*

Paradigmatic stance **[should state in Intro or Methods; otherwise say “not stated” or “unsure”]** *e.g.: qualitative, quantitative, mixed methods, none, other \_\_\_\_*

Research Design **[should state in Intro or Methods; otherwise say “not stated” or “unsure”]** *e.g.: interview study, ethnographic study, case study, phenomenological study, quasi/semi-experimental, other \_\_\_*

Data Collection Method/s **[should state in Methods; otherwise say “not stated” or “unsure”]** *e.g.: interviews, focus groups, surveys, existing databases (please list), observations/ethnographic field work, other \_\_\_*

Data Analysis Method/s **[should state in Methods; otherwise say “not stated” or “unsure”]** *e.g.:* *grounded theory, thematic analysis, content analysis, comparative statistics, ANOVA, deductive analysis, other \_\_\_\_*

Theoretical background **[should state in Intro or Theoretical Framework; otherwise say “not stated” or “unsure”]** *e.g.: critical race theory, community cultural wealth, Black feminist thought*

Sample size/n **[should state in Methods; otherwise say “not stated” or “unsure”]** *total number in study, specific number of Black/African American if different number (e.g., “150 total participants, of whom 40 were African American”)*

Description of participants **[should state in Methods; otherwise say “not stated” or “unsure”]** *specify education or career level, race/ethnicity, gender, e.g., “6 African American undergraduate women, 2 African American undergraduate men”*

Institutional characteristics or context of study **[should state in Intro or Methods; otherwise say “not stated” or “unsure”] :** *e.g.: large, public research university; small, private HBCU; national interview study*

Focus or unit of analysis **[should state in Intro; otherwise say “not stated” or “unsure”]** *e.g.: individuals or groups of individuals, institution, other\_\_\_\_\_\_\_\_\_*

Discipline(s) *e.g., physics*

#### Sub-discipline(s)—if applicable

Summary with quotes*in your own words, write 2-4 sentences on the main points of this article. Beneath this, include supporting quotes from the piece, with page numbers.*

Recommendations*list any recommendations given by the author(s); be clear who the rec is for (e.g., “Physics departments should hire more Black tenure-track faculty,” “Undergraduate students should attend NSBP conferences.”)*

Why this article fits into our review*(1-2 sentences in your own words; if it doesn’t fit, say “Does not fit; discard”)*