All Engaged Learning Fellows document their experience in a final, summative product. The product can take different forms: research paper, community project or internship report, or other creative artifact (visual portfolio, audio/video recordings, etc.). The form should reflect the nature of the experience.

After the mentor approves the work as being a comprehensive record of the experience and is of outstanding quality, then the student submits it to the office of Engaged Learning by the deadlines (November 15 for December graduates or April 15 for May graduates).

**Link to Upload Portal**

The final project is archived by SMU Engaged Learning and is eligible to be submitted for publication in the SMU Journal of Undergraduate Research (JoUR).

**All Engaged Learning products:**

- Cite sources according to best standards in the discipline.
  - See: [http://guides.smu.edu/citations](http://guides.smu.edu/citations)
- Demonstrate the ethical use of information:
  - Respect the intellectual property of others (such as documented permission of all media–see: [http://guides.smu.edu/images_copyright](http://guides.smu.edu/images_copyright))
  - Respect the privacy of others
  - Respect University policy on the privacy of student education records.

**Submitting to the JoUR:**

- Does your paper align with the JoUR guidelines? [LINK]
- Do you plan to submit this to a professional journal? (many will not publish if a paper has already been published elsewhere)
- Do you have co-authors listed on your final product? If so, make sure they approve of submitting to the JoUR.
Research projects

Most research articles follow this general format. This will set you up nicely for publication.

- **Title**
- **Abstract** (100-500 words):
  - Summary of the project: who, what, when, where, why
- **Research Paper**: 1500+ words
  - **Background** information (i.e. "literature review")
  - **Motivation**: research problem and hypothesis
  - **Methodology** (ex: experimental laboratory work, case studies, field studies, questionnaires, etc.)
  - **Results** found through the stated research method
  - **Conclusions** based on the results
  - Recommendations for **future work**
  - Images, diagrams, and graphs, if relevant
  - Proper citations and **Bibliography**

Creative projects

Along with a media file of some sort, please include a short report or description of the project. While creative projects may not show “results” in the traditional sense, you probably still have a lot to say about the **why** and **how** of your work. Your report may look something more like this:

- **Title**
- **Abstract** (100-500 words):
  - Summary of the project: who, what, when, where, why
- **Creative Project Report**: 750+ words
  - **Background** information about your influences and other similar work
  - **Motivation**: how you expected this project to stretch you creatively
  - **Methodology**: how did you make this work?
  - **Description** of the finished work
  - **Documentation** of its first public presentation
  - Ideas for **future work**
  - Images, links to videos, etc.
  - Proper citations and **Bibliography**
Community service and internship projects

A report about a community service project or internship may look something like this:

- **Title**
- **Abstract** (100-500 words):
  - Summary of the project: who, what, when, where, why
- **Community service/Internship Report**: 1500+ words
  - **Background** information about the organization or project
  - **Motivation**: what cause or population does this organization serve?
  - **Methodology**: what did you do during your project/internship?
  - **Results**: did you observe direct impact from your work?
  - **Conclusions** about the experience and implications for future work
  - Images, diagrams, and graphs, if relevant
  - Proper citations and **Bibliography**