

Internal assessment checklist—SL and HL

Text in italics is for HL only. All other text is for both SL and HL

Title page	Done	To do
Have you stated the title of your research?		
Have you included your student name and number?		
Have you included the subject and level (SL or HL)?		
Have you included the date, month and year of submission?		
Have you included the number of words?		

Abstract	Done	To do
Have you stated what you are studying?		
Have you mentioned the aim <i>and hypotheses</i> ?		
Have you briefly described the method?		
Have you given some details about the participants and where the research was conducted?		
Have you briefly stated your results?		
Have you written your conclusion?		
Is the abstract less than 200 words in length?		

Introduction	Done	To do
Have you introduced the subject you are investigating?		
Have you included details of the study that is being replicated, including the aim?		
Have you included a thorough review of the background literature (including theories and studies) relating to the study being replicated? Have you cited one reference (SL)? <i>Have you cited at least three references (HL)?</i>		
Have you provided a rationale and justification for your research?		
<i>Have you stated a clear aim and experimental hypothesis that is operational?</i>		
<i>Have you stated whether your hypothesis is one-tailed or two-tailed?</i>		
<i>Have you stated a clear null hypothesis?</i>		

Method	Done	To do
Design		
Have you stated the experimental design (independent groups/repeated measures)?		
Have you explained why the design decision was made?		
Have you stated and explained the experimental and control conditions?		
Have you stated the independent variable?		
Have you stated the dependent variable?		
Have you explained how you controlled any extraneous variables?		
Have you mentioned ethical considerations?		
Participants		
Have you described the participants (number, age, gender distribution) and the population from which they were drawn?		
Have you stated how the participants were selected and allocated to the conditions?		
Have you clearly justified the sampling technique you have used?		
Materials		
Have you included all materials and apparatus that you used?		
Have you included specimens of materials and apparatus in the appendices?		
Have you included standardized instructions in the appendices?		
Have you included debriefing instructions in the appendices?		
Have you included a blank copy of the consent form in the appendices?		
Have you included other important material in the appendices?		
Procedure		
Have you described how you developed your materials?		
Is the procedure relevant and clearly described in chronological order?		
Is there enough detail in your procedure, to allow replication?		
Have you referred to any ethical issues that were addressed (for example, obtaining informed consent and carrying out debriefing)?		

Results	Done	To do
Have you given a summary table of raw data in the appendices?		
Have you provided descriptive statistics (central tendency and dispersion) for your data? <i>Have you included inferential statistics for your data?</i>		
Have you labelled axes on graphs, columns on tables and given clear titles?		
Are the results clearly stated and accurate in a written statement?		
<i>Have you reported why a particular statistical test was used? Justification should include details on the types of data used (nominal/ordinal/interval/ratio) and the experimental design (independent measures/repeated measures).</i>		
<i>Have you shown the calculations for any inferential statistical test in the appendices?</i>		
<i>Does your statement of conclusion contain details of the level of significance, the critical and observed values and degrees of freedom?</i>		
<i>Have the hypotheses been accepted or rejected according to the results of the statistical tests?</i>		

Discussion	Done	To do
Have you related the results of your study to the results of the studies cited in the introduction?		
Have you stated what your results mean in relation to your hypothesis?		
Have you explained why you got those results?		
What were the strengths and limitations about your design and methods?		
Have you explained the reasons for the strengths and limitations?		
How would you improve this study if you were to do it again?		
Have you included ideas for modifications and/or improvements for follow-up studies?		
<i>What are the implications of your findings?</i>		
Have you given a conclusion?		

References	Done	To Do
Have you included a complete set of references?		
Are the references presented in an approved format?		

Appendices	Done	To do
Are the appendices clearly labelled and well set out?		
Are the appendices complete (materials used, standardized instructions, debriefing notes, informed consent statements, calculations, tables of raw data)?		

Presentation	Done	To do
Do you have all of the proper section headings, page numbers, and a table of contents?		
Is your report within the word limit of 1,000–1,500 words (SL) or 1,500–2000 words (HL)?		
Is the report in the correct format (title, abstract, introduction, method, results, discussion, references and appendices)?		
Have you used the spelling and grammar checker?		

Miscellaneous	Done	To do