

90 Day Literature Review Guide

by Dr. Mandie Koroï

Phase 1 Prepare and Discover!

Week 1: Define and Set Up

- ❑ **Identify your research question and main keywords**

Tip: Keep your research questions and problem and purpose statements handy throughout this whole process!

- ❑ **Define inclusion/exclusion criteria for literature**

Consider date, discipline, methods, etc.

- ❑ **Set up your citation manager**

Choose how you are going to store your literature. Some great options are Zotero or Mendeley.

- ❑ **Search academic data bases**

Tip: If you are new to academic data bases, see if your school offers free tutorials through their library or research center.

Tip: Remember to search discipline-specific databases.

Tip: Think of synonyms for your keywords and search those too!

- ❑ **Create a spreadsheet of what you have found**

Use this spread sheet to mark what is relevant, a maybe, or irrelevant. Also use this spread sheet to note key themes and findings as this will help you structure your outline later on!

Phase 1

Prepare and Discover!

Week 2: Deep Dive

- ☐ **Conduct backward reference search**

Look at papers that are cited in key sources.

- ☐ **Conduct forward reference search**

Find newer works that cited key papers.

- ☐ **Focus on grey literature**

Look at theses, reports, and reprints.

- ☐ **Group papers by theme or topic**

Tip: Use the themes you noted in your spreadsheet to group papers together. These groups may become your literature review headings!

- ☐ **Read abstracts and summaries to finalize your paper selection**

Aim for 60-80 references. Be sure to include lots of recent literature (published in the last 5 years).

- ☐ **Reflect: Have you found enough? Have you covered all main topics?**

Reading and Analysis

Week 3-4: Intensive Reading

- ❑ **Read 5-7 papers a day and take notes**

Don't like reading? Try a tool like Speechify, hyperbold, or OpenDyslexic to help you out! Also try asking an AI such as Elicit to give you an easy to read summary to help you digest better.

Week 5: Organizing Themes

- ❑ **Sort Papers into 3-5 Major Themes**

These themes will inspire your Level 2 headings in your Literature Review!

- ❑ **Create an outline for each theme**

Be sure to list possible subthemes and relevant citations under each theme and subtheme.

- ❑ **Note and compare methods and findings across studies**

- ❑ **Identify theoretical frame works used**

- ❑ **Make notes of gaps, contradictions, and unexplored areas**

Structuring and Outlining

Week 6: Create a Detailed Structure for Writing

☐ **Start with a Basic Outline (Check Your School's Guidelines)**

These will be your Level 1 headings!

- Introduction
- Background/Context
- Theoretical Framework
- Review of Literature
- Gaps in Literature
- Conclusion

☐ **Use bullet points to add key background info in your Background section of your Outline**

☐ **Use bullet points to add key theoretical info in your Theoretical Framework section of your Outline**

☐ **Create a flow chart or visual map to create a cohesive story for your Review of Literature**

☐ **From your flow chart or visual map, add themes and subthemes to your Outline**

These are your Level 2 and 3 (and however other many levels you need) headings!

☐ **Write bullet points under each heading with key ideas and include citations**

☐ **Check to make sure your story flows and revise until you have a final outline!**

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Here's an example of what your outline may look like!

Chapter Title: Literature Review

Overview

- Introduce purpose: to explore how collaborative leadership in homeschool co-ops impacts student success.
- Establish connection to the theoretical framework (Chrislip & Larson, 1994).

Background of the Study

- Homeschooling has been a growing alternative to formal education in the U.S. for over 60 years, gaining momentum due to COVID-19 and social/political factors (Green-Hennessy & Mariotti, 2023; Lapon, 2021; Purwaningsih & Fauziah, 2020).
- Families are exploring various home-based education methods, such as online schools and homeschool groups (Silalabi & Hutaunk, 2020; Valiente et al., 2022).
- Homeschooling laws vary by state since there is no federal legislation; communities can be hesitant to participate in research due to fear of judgment (Carlson, 2020; Dills, 2022; Permoser & Stoeckl, 2021).
- Homeschool co-ops are formed through collaboration among parents and stakeholders, offering enriched, student-centered education outside traditional classrooms (Kunzman & Gaither, 2020; McCabe et al., 2021).
- Examining the adults who collaboratively lead these co-ops helps reveal effective methods and leadership styles in informal educational settings.
- Research into homeschool co-op leadership is essential to uncover strategies that can be applied more broadly for educational reform.

Theoretical Framework: Collaborative Leadership Theory

- Defined as leaders working together to meet community needs (Chrislip & Larson, 1994).
- Originally applied in local governance, extended to education reform.
- Benefits: promotes shared responsibility, improves problem-solving outcomes in complex systems (Sahlin, 2023; Torres, 2019).

Related Literature

Collaborative Leadership in Education

- Collaborative approaches enhance school culture and student outcomes (Egitim, 2021; Schlebusch, 2020).
- Case study: Durham University used stakeholder engagement to improve teaching standards (Nolan & Hutchinson, 2022).
- Collaboration promotes student empowerment and teacher/administrator well-being (Iachini et al., 2019).

Teacher Collaboration

- Teachers often work in isolation despite their critical role (De Jong et al., 2019; Hargreaves, 2019).
- Collaborative practices improve student achievement in literacy and math (Lin, 2021).

Administrator Collaboration

- Administrators can foster systemic change through shared leadership (Poom-Valickis et al., 2022).
- Developing teacher leaders supports sustainability (Egitim, 2021).

Parent Collaboration

- Parental involvement is a cornerstone of student success (Kim, 2020; Lara & Saracosti, 2020).
- Shift from "involvement" to "partnerships" in recent decades (Zhang, 2022).

Community Collaboration

- Community partnerships (e.g., libraries, museums) offer educational and cultural enrichment (Begum et al., 2021; Rahman et al., 2022).
- Collaborative models reflect democratic ideals and localized solutions (Catalano & Morales, 2022).

Homeschooling

Legislation Surrounding Homeschooling

- Homeschooling regulated at the state, not federal, level (Carlson, 2020; Renzulli et al., 2020).
- Legal precedents (e.g., Wisconsin v. Yoder) protect educational autonomy (Permoser & Stoeckl, 2021).
- Legislation often lags behind homeschooling growth and diversity (Ray & Shakeel, 2022).

Barriers of Homeschooling

- Limited research on equity, safety, and parental qualifications (Dills, 2022; Stewart & McCracken, 2023).
- Technological and socioeconomic disparities exposed during COVID-19 (Auxier & Carlson, 2020; Ceglie et al., 2022).
- Risks over undereducated parents and potential for abuse (Bartholet, 2020; Duvall & ...a, 2022).

Socialization in Homeschool

- Common misconception: homeschoolers lack social development (McCabe et al., 2021).
- Co-ops foster intentional and enriched social interactions (Valiente et al., 2022; Hamlin & Cheng, 2022).
- Structured social experiences often tailored by families (Qureshi & Ali, 2022).

The Concept of Unschooling

- Emphasizes self-directed learning over structured curricula (O'Hare & Coyme, 2019).
- Often misunderstood; may yield lower academic metrics but foster other forms of success (Green & Hoover-Dempsey, 2007; Valiente et al., 2022).

Difficulties in Understanding Outcomes

- Homeschooling is highly individualized; outcomes are hard to compare or generalize (Neuman, 2020).
- Research gaps include lack of student perspectives and bias in participant sampling (Martin-Chang et al., 2011; Ray, 2013).
- Need for qualitative interviews and diversified data collection (Green & Hoover-Dempsey, 2007).

Collaboration in Homeschooling

- Parents wear multiple leadership hats, often without training (Nanquil, 2021).
- Co-ops help alleviate the burden through shared responsibilities (Martini et al., 2020).

Benefits of Co-op Education

- Democratic environments that encourage shared teaching, peer mentorship (Tilhoos, 2019).
- Promote academic, psychological, and social development (Hamlin & Cheng, 2022; Valiente et al., 2022).

Summary

- Reiterate the need for further research into collaborative leadership's effects on student success in homeschool co-ops.
- Highlight existing research gaps.
- Connect literature review findings to the study's aims and theoretical foundation.

Write It!

Week 7: Start Writing!

Be sure to check school guidelines for lengths of content. This is just an estimate.

- ☐ **Write your Overview/Background** (2-3 pages)
- ☐ **Write your Theoretical Framework** (2-4 pages)

Week 8-11: There's No Turning Back Now!

- ☐ **Write your Review of Literature**
 - Spend 4-6 days writing each main heading or theme.
 - Think of it as writing a few individual papers, focus on one theme at a time.
 - Try to write about 7-10 pages for each theme (this includes all of the subthemes).
- ☐ **Write Gaps, Conclusion, and Any Other Outstanding Material**

Week 12: Refine, Refine, Refine

- ☐ **Check for spots where transitions may be needed to improve flow**
- ☐ **Check that you have added all citation properly and that you have added them to the reference list**
- ☐ **Do a self-review of the full draft and adjust accordingly**

The Grand Finale

Week 13: Edit It and Turn It In!

- ☐ **Edit for clarity, style, and structure**

Tip: Editing tools such as Grammarly are great for this.

Tip: Be sure to review your writing style guide (APA7, MLA, etc.) to make sure you have adhered to the guidelines.

- ☐ **Consider swapping Literature Reviews with a peer and incorporate their feedback as appropriate**

- ☐ **Cross-check all references and citations**

- ☐ **Submit it to your advisor!**

- ☐ **Cry, laugh, huddle in a corner. Whatever you do, make sure you eat something.**

Need More Support?

Feel free to contact me by email: mandiekf@gmail.com

or through my website:

www.doctormandieedits.com

For more tips on how to conquer the rest of your journey, click the icons below to check out my podcast, Dr. Mandie Unedited, or find me on social media!



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