



Example Guidelines for the Final CLIP Product

Your CLIP's final product represents the results of collaboratively conducting your inquiry. It is a document **written for a specific, real audience**. Select an audience with whom you truly want to communicate. For example, it might be a letter, memo, email, and/or PowerPoint presentation to your students and/or your colleagues; a message to your department chair, dean, or college president; a newspaper article; a journal article; a message to colleagues in another college telling them what you learned and asking them for their experiences related to the topic. These are just a few ideas.

Be clear on your purpose for communicating with them and creative in your approach. We suggest a length of 1-8 pages (with 2-5 being most likely).

Topics to Address

Here are topics to address and a suggested order. (Adjust as is appropriate for your situation. Keep in mind any guidelines your CLIP developed for reporting.)

- Why you are communicating with this audience
- What you learned and what you plan to do. Keep in mind what is useful to your particular audience. You might request them to do something to support this work. If so, explain why. Think about how it will be beneficial to them to provide this support. How will it help them better fulfill their responsibilities and goals?
- Why your CLIP undertook this work
- What your overall design/plan was for the work
- What data you collected
- How you analyzed, synthesized, interpret the data

Support What You Value

Rather than casting your work as solving a problem or addressing a need, consider casting it as a focus on what you value (e.g., student success in life) and how your work is helping to build assets (e.g., trusting relationships, conceptual understanding) that support that value. Emphasize how your work helps renew and enrich your teaching and learning and that of students.

The Power of Pictures

Visual images are a powerful way to communicate your message. Try to include at least one visual image in your product. You might want to include a video segment. Another approach is to use an analogy that creates a visual image in the reader's mind.