How to organize your works

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Reminder

If a person knew how to make a lemon meringue pie, it would be easy for him to learn how to make a Macaron. Because of the previous experience making the meringue for the pie, it would be easy to understand how to make the latter even though you had never made it before.

So it goes with academic learning.

When new knowledge is integrated with and connected to existing knowledge, that new knowledge is easier to understand and to map.

Reminder

A concept map is a visual organization and representation of knowledge. It shows concepts and ideas and the relationships among them. You create a concept map by writing key words (sometimes enclosed in shapes such as circles, boxes, triangles, etc.) and then drawing arrows between the ideas that are related. Then you add a short explanation by the arrow to explain how the concepts are related.

Summary: research proposal

https://www.mindmeister.com/fr/1517080152/research-proposal?fullscreen=1#

Summary: literature review

https://www.mindmeister.com/fr/149941134/literature-review?fullscreen=1#

Concept Maps vs Mind Maps

Concept Map

- A network of interconnected concepts
- Good for knowledge map and content gap analysis
- Mapping for tacit knowledge and contents that have many-to-many relationships
- More logical
- Verifiable due to its connection words
- Hard to modify if more than 20 nodes

Mind Map

- A tree chart for organizing information
- Ideal for brainstorming, idea generations, and quick note-taking
- For nodes that have simple relationships, majorly one-to-one
- More flexible
- Non-verifiable
- Easy to modify even for large maps

Concept Map on Hypothesis

Concept Map on Keyword + Literature Review

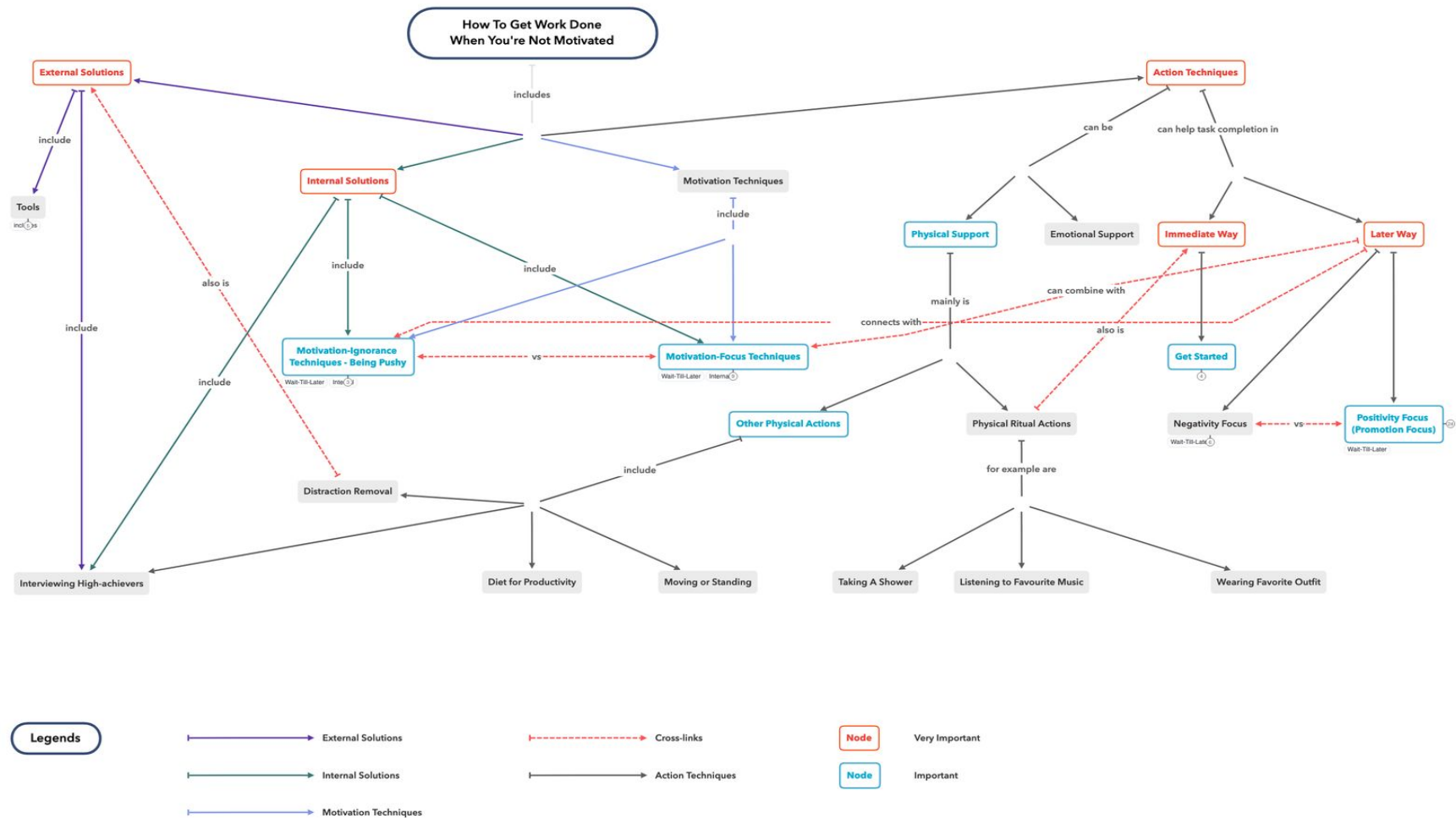Don't forget to write down the context!

Concept Map (Novak)

The technique of concept mapping (webbing) was developed by Dr. Joseph D. Novak from Cornell University. He defines concept maps as,

> Graphical tools for organizing and representing knowledge. They include concepts, also called nodes, and relationships between concepts indicated by a line and words on the line. Words on the front are linking words or linking phrases.

In plain English, the concept map is a network of interconnected concepts. Novak's team has multiple suggestions on making a decent concept map.

See the XMind tutorial: https://www.xmind.net/blog/en/concept-map-tutorial/

How To Get Work Done When You're Not Motivated

- includes

External Solutions
- include → Tools (incl_s)
- include → Interviewing High-achievers

Internal Solutions
- include → Motivation-Ignorance Techniques - Being Pushy (Wait-Till-Later, Internal)
- include → Motivation-Focus Techniques (Wait-Till-Later, Internal)
- include → Interviewing High-achievers
- include → Distraction Removal

Motivation Techniques
- include → Motivation-Ignorance Techniques - Being Pushy
- include → Motivation-Focus Techniques

Action Techniques
- can be → Physical Support / Emotional Support
- can help task completion in → Immediate Way / Later Way

Physical Support
- mainly is → Physical Ritual Actions
- connects with

Immediate Way
- Get Started
- can combine with
- also is

Later Way
- Negativity Focus (Wait-Till-Later)
- Positivity Focus (Promotion Focus) (Wait-Till-Later)

Motivation-Ignorance Techniques - Being Pushy
- vs → Motivation-Focus Techniques

Other Physical Actions
- include → Distraction Removal
- Diet for Productivity
- Moving or Standing

Physical Ritual Actions
- for example are:
  - Taking A Shower
  - Listening to Favourite Music
  - Wearing Favorite Outfit

Negativity Focus — vs — **Positivity Focus (Promotion Focus)**

also is

Legends

→ External Solutions	⇢ Cross-links
→ Internal Solutions	→ Action Techniques
→ Motivation Techniques	

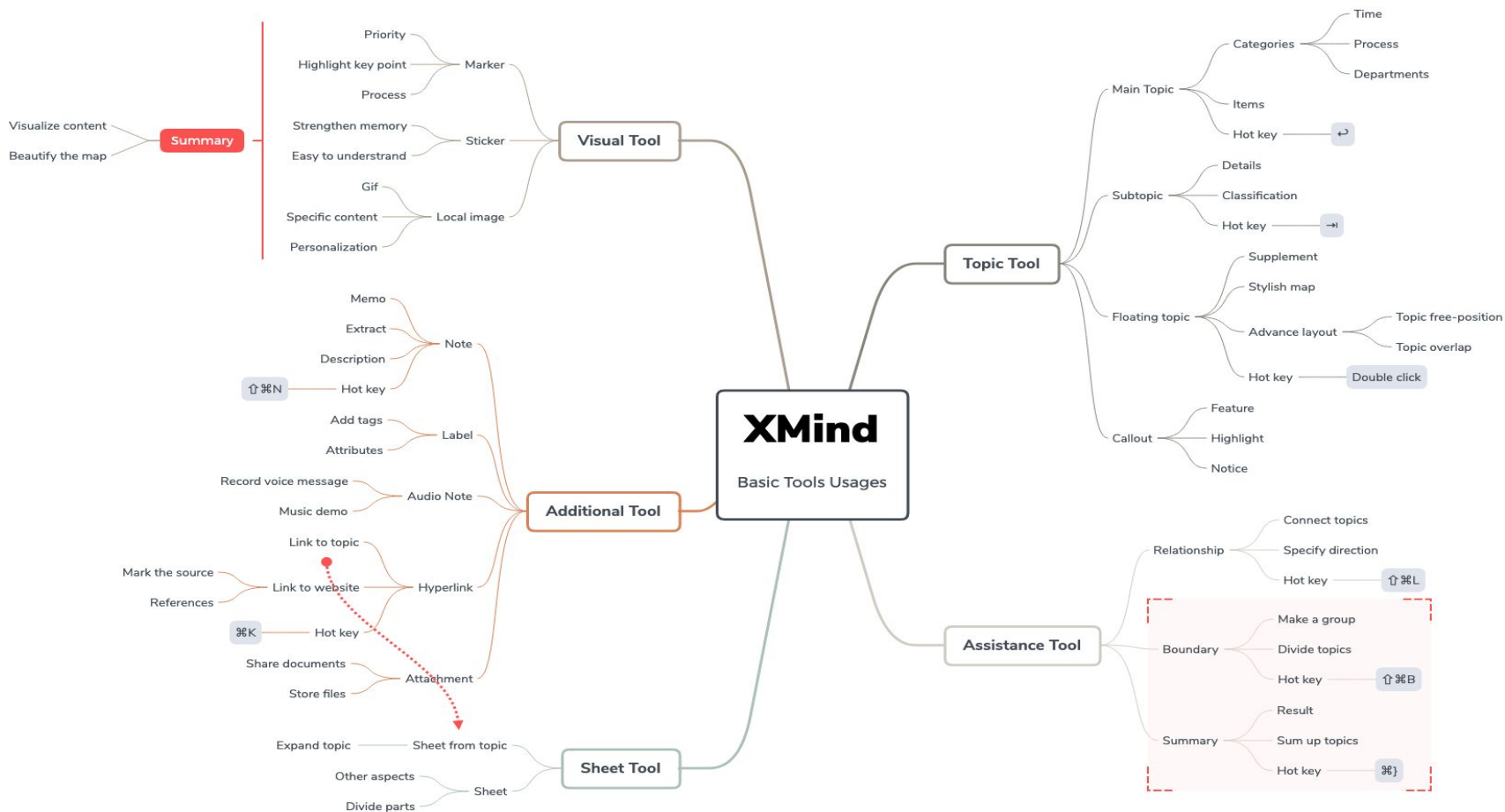| Node	Very Important
Node	Important

Mind Map (Buzan)

The term *Mind Mapping* was developed and firstly popularized by psychology author Tony Buzan in the 1970s. The definition of mind map goes:

> A mind map is a diagram used to organize information visually. A mind map is hierarchical and shows relationships among pieces of the whole.

In plain English, the mind map is a tree chart for organizing information. Buzan suggested that all mind maps should have only one central topic. Major ideas connect to this topic directly, and child topics branch out from the major ones.

See the XMind tutorial: https://www.xmind.net/blog/en/concept-map-tutorial/

XMind
Basic Tools Usages

Summary
- Visualize content
- Beautify the map

Visual Tool
- Marker
  - Priority
  - Highlight key point
  - Process
- Sticker
  - Strengthen memory
  - Easy to understrand
- Local image
  - Gif
  - Specific content
  - Personalization

Additional Tool
- Note
  - Memo
  - Extract
  - Description
  - Hot key — ⇧⌘N
- Label
  - Add tags
  - Attributes
- Audio Note
  - Record voice message
  - Music demo
- Hyperlink
  - Link to topic
  - Link to website
    - Mark the source
    - References
  - Hot key — ⌘K
- Attachment
  - Share documents
  - Store files

Sheet Tool
- Sheet from topic
  - Expand topic
- Sheet
  - Other aspects
  - Divide parts

Topic Tool
- Main Topic
  - Categories
    - Time
    - Process
    - Departments
  - Items
  - Hot key — ↵
- Subtopic
  - Details
  - Classification
  - Hot key — ⇥
- Floating topic
  - Supplement
  - Stylish map
  - Advance layout
    - Topic free-position
    - Topic overlap
  - Hot key — Double click
- Callout
  - Feature
  - Highlight
  - Notice

Assistance Tool
- Relationship
  - Connect topics
  - Specify direction
  - Hot key — ⇧⌘L
- Boundary
  - Make a group
  - Divide topics
  - Hot key — ⇧⌘B
- Summary
  - Result
  - Sum up topics
  - Hot key — ⌘}

Pros and cons of Concept Map

Pros

- Fewer ambiguities for the audience.
- <u>Ideal for displaying tacit knowledge</u> . Tacit knowledge is hard to be explicitly written or verbalized, like some consensus or mental models of a corporate.
- Capable of hard-core knowledge modeling.
- Helpful for content gap analysis. Researchers found concept webbing is <u>beneficial to identify research gaps</u> . But to best achieve it, you need help from data analytic tools.

Cons

- Unfriendly for collaboration. Due to its high learning curve and complexity of rules.
- Hard to make. Lines are overlapping. Connections are complicated. On top of it, you have to organize them!
- Low readability. When you have more than 20 nodes, that's even worse.

Pros and cons of Mind Map

Pros

- Adaptable for both academic and business environments.
- Useful for brainstorming. All you focus on is just putting topics out.
- Easy to make. Low learning curve. No fussy many-to-many relationships, just tree charts.
- Flexible to change (in <u>mind-mapping software</u>). Connections and layout are auto-generated. And you can attach or detaching topics with just a drag-and-drop. Mind maps are capable of constant updates.
- Easier to read. No hopping from one corner of the paper to another.

Cons

- More ambiguities to the audience. Due to the lack of linking phrases.
- Incompetent in articulating tacit knowledge. Due to lack of link-phrases and simple relationships.
- Not suitable for in-depth analysis. Mind maps push you less in taking a thorough look at the listed concepts. Okay, done with comparison, now it's time for making a choice!

Characteristics

Concept maps look more complicated, while mind maps are tree charts in essence. They have different focus on different elements.

- **Concept map values both topics and connections. While mind maps look more on topic themselves.** That's why, if you look closely, you think that concept maps explain more clearly on why certain nodes are connected. On the other hand, when you just want to jot down as many topics and information as you can, the mind map is a better option.
- **Concept map topics can be cross-linked. But mind map topics cannot.** So you can display many-to-many relationships in concept mapping.
- **Every proposition in concept maps is a statement. While mind mapping does not entail the concept of proposition**. In concept maps, every two connected nodes and their linking phrases form a sentence. For example, "*Topic A* includes *Topic B*" is a proposition. So you can read and verify the map.

Due to their similarities and different advantages, people naturally mix them up in one map.

Career Directions Branding Yourself

For you

Principle → Know what value we create ← *is more important than* ← Know who we are

Who we are
More important
- Why am I doing this?
- Am I internally motivated on what I am doing?

What value we can create
- How does my work impact the wider community? → Create value to the society

Output → Pleasure to Survive → Enjoy what we are doing

Most people fail due to unable to maintain the balance

For others

Social Networking

Facebook
- Distractive
- Friends and Family
- Work

→ **Waste of time**

Twitter
Productive
- Less distractive
- Build your story around who you are
- Follow the same-minded people
- Attach twitter account with your CV

→ **Useful to show who you are as a whole**

Linked in
Productive
- Less distractive
- Professional network
- Display your CV here
- Add work experience
- Add professional certificates
- Add voluntary experience

→ **Useful to sell yourself for a job**

Physical networking
Effective
- Meet or Talk over phone
  - People who you studied with
  - People who you worked with

Output → **Money to Survive**
- Find Referees for a job
- Confidence in career pathways

Principle → **Show Who We Are**

Show Who We Are Connected To → *is more important than* → **Show Who We Are**

In addition

- Add references
- Add hypertext
- Add Subtitles
- Add colors/forms with meaning

A Concept/Mind map should be understood even without an explanation.

But you still need to provide one...

Keep in mind

To begin organizing your literature review's argument and structure, you need to understand the connections and relationships between the sources you've read. Based on your reading and notes, you can look for:

- **Trends and patterns (in theory, method or results):** do certain approaches become more or less popular over time?
- **Themes:** what questions or concepts recur across the literature?
- **Debates, conflicts and contradictions:** where do sources disagree?
- **Pivotal publications:** are there any influential theories or studies that changed the direction of the field?
- **Gaps:** what is missing from the literature? Are there weaknesses that need to be addressed?

This step will help you work out the structure of your literature review and (if applicable) show how your own research will contribute to existing knowledge.

Write your literature review

Note the literature review come after the Introduction in any paper !

We will see later how to write your Introduction (you get already some tips in the previous courses).

Write your literature review

Introduction

The introduction should clearly establish the focus and purpose of the literature review.

Dissertation literature review

If you are writing the literature review as part of your dissertation or thesis, reiterate your central problem or research question and give a brief summary of the scholarly context. You can emphasize the timeliness of the topic ("many recent studies have focused on the problem of x") or highlight a gap in the literature ("while there has been much research on x, few researchers have taken y into consideration").

Stand-alone literature review

If you are writing a stand-alone paper, give some background on the topic and its importance, discuss the scope of the literature you will review (for example, the time period of your sources), and state your objective. What new insight will you draw from the literature?

Write your literature review

Body

Depending on the length of your literature review, you might want to divide the body into subsections. You can use a subheading for each theme, time period, or methodological approach.

As you write, you can follow these tips:

- **Summarize and synthesize:** give an overview of the main points of each source and combine them into a coherent whole
- **Analyze and interpret:** don't just paraphrase other researchers—add your own interpretations where possible, discussing the significance of findings in relation to the literature as a whole
- **Critically evaluate:** mention the strengths and weaknesses of your sources
- **Write in well-structured paragraphs:** use transition words and topic sentences to draw connections, comparisons and contrasts

Write your literature review

1. **Topic sentence**

Body image issues have been widely associated with social media usage, particularly in young women.

Write your literature review

2. Key study

Body image issues have been widely associated with social media usage, particularly in young women. **The relation between media depictions and body image concerns is well-established; a meta-analysis by Grabe, Ward and Hyde (2008) concluded that exposure to mass media is linked to body image dissatisfaction among women.**

Write your literature review

3. Evaluation, disrupting news

Body image issues have been widely associated with social media usage, particularly in young women. The relation between media depictions and body image concerns is well-established; a meta-analysis by Grabe, Ward and Hyde (2008) concluded that exposure to mass media is linked to body image dissatisfaction among women.

However, in an era of rapidly changing digital technologies, the mass media paradigm is no longer adequate for understanding how people engage with images, and the findings of older studies like this one may not be generalizable to younger generations.

Write your literature review

4.   Theory / hypothesis

…

However, in an era of rapidly changing digital technologies, the mass media paradigm is no longer adequate for understanding how people engage with images, and the findings of older studies like this one may not be generalizable to younger generations.

In light of this changing landscape, researchers have become increasingly interested in the specific effects of social media. Perloff (2014) theorizes that the interactive aspects of social media may influence its impact on body image, and mentions that young women are among the most active social media users.

Reminder of the topic described in your context / hypothesis

Write your literature review

5.   Synthesis of your concept map

…

In light of this changing landscape, researchers have become increasingly interested in the specific effects of social media. Perloff (2014) theorizes that the interactive aspects of social media may influence its impact on body image, and mentions that young women are among the most active social media users.

Several empirical studies have focused on Facebook usage in adolescent girls (Tiggermann & Slater, 2013; Meier & Gray, 2014) and in young adult women (Smith, Hames, & Joiner, 2013; Fardouly et al., 2015; Cohen, Newton-John & Slater, 2017), while a systematic review by Holland and Timmerman (2016) confirmed a relationship between social networking and body image for both women and men. Across these studies, there is consistent evidence that body image issues are influenced not by social media usage in general, but by engagement with the visual and interactive aspects of these platforms.

Please use several paragraphs (we wll see in the LaTeX course) to clearly expose the literature review on the theory and/or with your hypothesis.

Write your literature review

6.   Gap (why the scientific field needs your works)

…

In light of this changing landscape, researchers have become increasingly interested in the specific effects of social media. Perloff (2014) theorizes that the interactive aspects of social media may influence its impact on body image, and mentions that young women are among the most active social media users.

Nonetheless, there is a lack of robust research on more highly visual social media (HVSM) such as Instagram and Snapchat that have gained more recent popularity among younger generations.

The reviewer needs to know why your works will improve the thesis / subject / results

Write your literature review

Conclusion

In the conclusion, you should summarize the key findings you have taken from the literature and emphasize their significance.

Dissertation literature review

If the literature review is part of your thesis or dissertation, show how your research addresses gaps and contributes new knowledge, or discuss how you have drawn on existing theories and methods to build a framework for your research.

Stand-alone literature review

If you are writing a stand-alone paper, you can discuss the overall implications of the literature or make suggestions for future research based on the gaps you have identified.

Keep in mind

There are several reasons to conduct a literature review at the beginning of a research project:

- To familiarize yourself with the current state of knowledge on your topic
- To ensure that you're not just repeating what others have already done
- To identify gaps in knowledge and unresolved problems that your research can address
- To develop your theoretical framework and methodology
- To provide an overview of the key findings and debates on the topic

Writing the literature review shows your reader how your work relates to existing research and what new insights it will contribute.

Develop a theoretical framework

Developing a theoretical framework and methodology for your research involves a systematic process that aligns your research questions with relevant theories and selects appropriate methods to answer those questions.

First at all, clarify your research questions with your new knowledge! Thanks to the literature review, you have define the methods, challenges and gaps to address your project. You have to **identify relevant theories, models and concepts** that are applicable to your questions.

The theoretical framework depends on your scientific field. Read carefully scientific paper to understand how they are conduct and employ the same scheme! The theoretical framework will guide you to **form hypotheses**, **choose the right methods** and **how to analyse the results** and **discuss them**.

Justify all your choice with relevant sources.