

**PREPARING THE RESEARCH REPORT
FOR
INSTRUCTOR CERTIFICATION
AND
DAN EXAMINATIONS**

Prepared by the ISKF
Technical Committee

INTRODUCTION

Over the past several years, examiners reading research papers submitted by candidates for Dan rank and Instructor certification have noted a wide variety of quality in these reports. Recognizing that many of our Dan and Instructor candidates do not have formal training in the preparation of such reports, the ISKF Technical Committee has developed this guide to writing research papers for our organization. Please follow the format shown here.

Contents

What is the purpose of the paper?

In most of our training, we engage in practice under the supervision of an instructor. When this is not possible, we self-train in order to perfect our techniques. Self-training is considered a valuable tool in the development of the karate-ka, as it allows for reflection and introspection. In a way, the written research report may be viewed as a type of self-training.

The candidate for Dan rank or Instructor qualification is required to investigate, in depth, some aspect of karate technique. The result of this research is the generation of a written document that is submitted to the appropriate examining committee as part of the promotion requirement. This report should represent the thought of the candidate on the given subject and **should not be a copy of material already published**. It is assumed that the paper is the work of the Dan or Instructor candidate and not the work of others. Using the work of others without crediting them is plagiarism and grounds for failure of the paper. Through studying a particular topic, the candidate will come to a better understanding of karate-do and, as a result, his or her abilities as a practitioner or instructor will be developed further.

What does it mean to research?

Academic research usually involves examining the work of many others or researching in primary documents, putting the ideas together and arriving at new conclusions. Research in karate is somewhat different.

Candidates for Instructor grades are encouraged to survey existing works and do standard academic research in the production of the paper where the topics involve history, philosophy, the mechanics of body movement and similar subjects with which they may not be familiar. Such topics should have appropriate documentation. Where the topics involve research into techniques, candidates are encouraged to reflect on their own training, investigate a particular aspect of physical movement and describe the mechanics or use of the technique.

Candidates for Dan grade should develop their own ideas on karate technique based on their training. These papers need not have documentation since it is understood that they represent the candidate's own ideas and experiences. Some references and citations are permitted; however, the paper should be based on the candidate's knowledge, rather than that of others.

What types of research are acceptable?

Material covered in these research reports are generally of two types:

(1) Explanations of karate techniques based on the experience of the candidate. Candidates for rank should be able to describe the basics of how to perform certain moves based

on their own teaching and training methods. This should be satisfactory for those taking the first exams for Instructor and 4th Dan, but may not be acceptable for higher ranks.

(2) Candidates for 5th Dan and above and higher Instructor ranks should be able to develop their own thoughts or interpretations of techniques that have not been discussed in most books. While this need not be completely original, it should reflect a deeper thought process than that required for the lower grades.

The topics covered in the research report for Dan examination and the Special Research Report for Instructor's Qualification must be physical techniques that can be demonstrated in front of the committee.

The Basics of Writing

Selecting a topic:

The selection of a topic is the first step in writing. Choose a subject that has definite limits to its coverage. One of the primary mistakes a writer can make is to select a topic that is too broad. Since the required length of the paper is limited, it should be possible to cover the subject fairly well within the confines of the report.

Organization:

The paper should have three sections, an introduction, a body, and a concluding section. This is followed by a bibliography if one is to be included.

Introduction: The introductory section explains the purpose of the paper and how it will demonstrate the topic under discussion. Generally this section comprises from 10 to 20 percent of the paper.

Body: This is the main section and will include the major discussion of the subject, with examples, proof and illustrations if needed. The body of the paper is usually from 60 to 80 percent.

Conclusion: In the concluding section the discussion is summarized. Briefly identify the subject and how you proved it. This part usually comprises about 10 to 20 percent of the paper.

Bibliography: This is the section which lists the sources that have been used or from which the writer has quoted. In this format, there are two lists. The first is a list of Works Cited and the second a list of Works Consulted. Each of these lists should be in alphabetical order according to the author's last name. A bibliographic page is included in the sample pages at the end. (This format is the MLA Style, other styles are acceptable.)

Format:

The paper should be typed or done on computer. Hand written papers are not acceptable. Use the following as guides:

Use 12 point font such as Times, Times New Roman, or similar fonts. Do not use italicized or fancy fonts.

Double space the lines.

Japanese words such as *waza* and *mae geri* should be italicized. If you are using a typewriter instead of a computer, then underline the words to show italics.

Place your name and the page number in the upper right hand corner of each page. See

the sample pages for examples.

The paper should have 1" margins all around. This is the basic setting for most computer programs.

Quotations: If you are quoting directly from a book or magazine, put quotation marks at the beginning and end of the quote. Following the end quotation mark, use a parenthetical reference showing the author's name and the page number(s) from which the quote has been taken. The book or article should be shown on your list of Works Cited. If the author has two books or articles from which you are quoting, add a shortened version of the title for identification. In addition to giving a citation for a direct quote, you must also give credit for an author's idea or explanation if you use it. If you have not copied the author's own words then put a citation at the end of the section, but do not use quotation marks. When using more than one book or article by an author, specify which source is being cited. This may be done by using an abbreviation of the title as shown here: (Nakayama 56) (Nakayama, *Dynamic* 78). (Again, this is the MLA style.)

Proof reading:

Submit your paper to another practitioner to check for accuracy. It is also useful to submit the paper to a reader who has no knowledge of karate. If it is understandable to them, then you have communicated your ideas effectively. Your proofreader can also check your grammar and punctuation. Spell checking is important since each computer program can do this. It requires little work, so papers filled with misspelled words will not impress your reader.

References:

The directions in this guide follow the format of the Modern Language Association and are based on the works listed below. The books by Gibaldi and Turabian are well known and should be easy to find. They are available new or used at any book store or on line at BarnesandNoble.com or Amazon.com.

If you are an experienced writer and use a format similar to that described in this guide, it will be acceptable. It is not the purpose of this guide to require strict adherence to one particular format. However, for those who do not have an extensive background in writing, the books below are offered as a guide to producing acceptable research papers.

Gibaldi, Joseph. *MLA Style Manual and Guide to Scholarly Publishing*. New York: The Modern Language Association of America, 2009.

Turabian, Kate, et. al. *A Manual for Writers of Research Papers, Theses, and Dissertations*, Seventh Edition. Chicago, University of Chicago Press, 2007.

Other books on the subject of writing reports are also acceptable. Earlier editions of the books listed above are available on the used book market and will prove to be useful guides.

**SAMPLE PAGES OF A RESEARCH PAPER
FOLLOWING THE MLA STYLE**

First Page of the Research Report

Smith 1

John L. Smith
Godan Research Report
ISKF
June 15, 2009

Foot Position and Its Effect on Stance and Movement

In the instruction of karate it is necessary to determine the effect of various body positions and movements on the performance of karate techniques. One such factor affecting karate techniques is the position of the feet relative to one another and the effect that has on stance and movement. It is the purpose of this paper to demonstrate what that effect is and how it may be used to best advantage in the performance of technique. In order to analyze the position of the feet in various stances, diagrams showing angles of foot position and photographs of stances are used.

To begin with, the natural position of the feet must be considered. On the following page, Figure C demonstrates the position of the feet relative to one another. The angle AC indicates the extremes of what we consider normal foot position. That is to say that the feet may be parallel or angled outward slightly as shown. In that position the body and legs are relaxed and movement to the front and side are relatively easy, requiring little tension on the leg and little flexing of the knee. The body is in a position where the feeling at the center of gravity and mobility is natural. That is also illustrated on page 4 by Figure 1 which shows the normal standing position with the feet parallel. The normal position of the feet and legs in walking is shown in Figure 3. It will be noticed that the feet face forward and the knee is only slightly flexed (Rielly 15-17). That is in direct contrast to the abnormal foot position shown in Figure 2, where the feet are placed outward at angles greater than 90°. In that foot position, the body has difficulty moving freely.

**First Page of a Bibliography Showing a List of
Works Cited and Works Consulted**

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Works Cited

Budoshoshinshu The Warrior's Primer of Daidoji Yuzan. Trans. William Scott Wilson.
Burbank, CA: Ohara Publications Incorporated, 1984.

Cattle, Steve. "What is Shotokan?" *Shotokan Karate Magazine.* Issue No: 24, 1990: 24-25.

Draeger, Donn F. *The Martial Arts and Ways of Japan: Volume III Modern Bujitsu & Budo.*
New York: John Weatherhill Inc., 1974.

Kanazawa, Hirokazu. *Shotokan Karate International Kata (Vol. 1).* Japan: Hirokazu Kanazawa,
1981.

Nakayama, Masatoshi. *Best Karate Fundamentals.* New York: Kodansha International Ltd.,
1978.

Rielly, Robin L. *The Secrets of Shotokan Karate.* Boston: Charles E. Tuttle Company, 2000.

(Note: it is not necessary to list a book or article twice. If it is listed in the Works Cited section, then it should not be listed under Works Consulted.)

Works Consulted

Nakayama, Masatoshi. *Best Karate # 11 Gojushiho Dai, Gojushiho Sho, Meikyo.* New York:
Kodansha International, 1989.

- - -. *Dynamic Karate.* Kodansha International, 1966. **(The three dashes at the beginning indicate that this is the second book by Nakayama.)**

Nishiyama, Hidetaka and Richard C. Brown. *Karate The Art of "Empty Hand" Fighting.*
Rutland, VT: Charles E. Tuttle Company, 1959.

Okazaki, Teruyuki and Milorad V. Stricevic. *The Textbook of Modern Karate.* New York:
Kodansha International USA/Ltd., 1984.

Rielly, Robin L. "From Kata to Kumite The Role of Bunkai." *Inside Karate.* Feb. 1991: 36-43.