

MARC SE GUIDE FOR DEVELOPING BRIEFS DOCUMENTS

	Evidence Summaries	Evidence briefs for policy	Policy briefs	Fact sheet
Target audience	Technical people	Policy practitioners	Policymakers and policy practitioners	Non-technical (e.g., journalists, teachers, laymen)
Objective	Summarizes best available evidence on an issue for a technical audience	Brings together different sources evidence to address policy problem for policy practitioners	Brings together different sources evidence to support a policy decision for policymakers and policy practitioners	Provide information to improve awareness and understanding for the general public
Length	1 page	2 – 3 pages	1,3,25 format	1 – 2 pages
Title	Yes	Yes	Yes	Yes
Date	Yes	Yes	Yes	Yes
Key message	Yes	Yes	Yes	Yes
Summary/abstract	No	Yes	Yes	Yes
Background	Yes (for the research issue)	Yes (for the policy problem)	Yes (for the policy problem)	Yes
Methods	Yes	Yes	Yes	Yes (without jargon)
Research question or policy question	Yes (research question)	Yes (Policy question)	Yes (Policy question)	Yes
Findings	Yes	Yes	Yes	Yes
Policy options or recommendations or implications	Yes	Yes	Yes	Yes
Conclusion	Yes	Yes	Yes	Yes
References	Yes	Yes	Yes	Yes
Citation	Yes	Yes	Yes	Yes
Information about authors (individuals/institutions)	Yes	Yes	Yes	Yes
Document guidance (What the document is about; table of contents; what's included or excluded)	Yes	Yes	Yes	Yes
logos	Yes	Yes	Yes	Yes



Guides for the documents
Contents of the documents