Practice as Research Centre for Excellence

REF output recording template *version 1*

A. Output details — "Additional information" field *(300 words)*

1. *Overview of output*

2. *Supporting information, including:*

- Research question(s)/aims/imperatives
- Location/lineage of research (could be expanded upon in portfolio where relevant)
- A brief sense of how the research was conducted - methodology/methods - with reference to portfolio, where relevant/useful
- Findings/outcomes of the research, including where and when it was 'published'

B. Portfolio

"Documentation of research dimensions"[1], articulating and giving evidence of the 'research imperatives and research process of an output'

'The expectation is that a portfolio is likely to include complementary evidence about the processes and outcomes of the work [...]The material should be presented with the sole purpose of assisting panel members to access fully the research dimensions of the work' (REF 2014)

1. *Research Process evidence*

- Timeline (See Timeline template provided)[2]
  - *Rationale of research activities and decisions undertaken, by date*
- Evidence of meetings (notes)
- Outline of methodology - key research methods chosen and rationale for these
- Documentation in video/image/text etc. of productive shifts and discoveries in the research process which may include but is not limited to: working drawings; preliminary sketches; notes; photographs; design blueprints; script drafts

2. *Research Output evidence*

- Publication information: information about venue /catalogues / programmes / final scripts / scores / visitor numbers
- Photographs of artefact / exhibition / show/ film / event (if relevant)
- Video documentation of live event (if relevant)
- Details of complementary events (workshops, tours, etc.) if these relate directly to the research discovery
- Links made to the findings of the work (

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[1] See University of Westminster REF2014 D34 submission

[2] See Courtauld Institute REF 2014 D34 submission

3.   *Research Significance evidence*

- Evidence and highlight of findings, new arguments/interpretations/insights or innovation - this might be proven through audience response (written/visual), reviews, the work itself
- Claim(s) to significance - how is this an original contribution to the field

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NOTES:

Use 'Title' field (*"Title and brief description"*) for description of output, and *"Additional Information"* field to describe 'research dimensions' of output.[3]

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[3] See University of Westminster REF2014 D34 submission