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| 1 | **Researcher(s) Name:** |
| 2 | **Name of School (and Institute where applicable):** |
| 3 | **Types of Impact:** Most research projects will have impacts in multiple areas. Please tick all that apply to your research. [ ]  Academic [ ]  Cultural [ ]  Economic [ ]  Environmental [ ]  Health[ ]  Political [ ]  Scientific [ ]  Social [ ]  Technological [ ]  Training |
| 4 | **Title of Case Study:**Strong, easy to understand title expressed in layman’s terms that draws in the reader. |
| 5 | **Summary of the Impact (maximum 100 words):** A concise overview, avoiding jargon or overly scientific language, clearly showing the reader the main impacts and giving an indication of the significance and reach of the work described.  |
| 6 | **Images: (1 – 3 high quality images)**Provide 1 – 3 images to depict how the research is making a difference to society, the economy or other research. Images are desirable but are not essential; they will not impact on the overall score but may help the case study to relate to wider audiences.Please ensure that the relevant permissions have been sought, copyright is not infringed and that any necessary release forms have been signed. |
| 7 | **Research Description (maximum 250 words):** This section provides details of what research was undertaken, in what timeframe and by whom (include collaborators). It should outline the key research insights or findings that underpinned the impact achieved (to be described in next section below). It is a good idea to start with the results and then say how you got there.  |
| 8 | **Description of the Impact (maximum 500 words):**This section should provide a narrative, with supporting evidence, to explain:* How the research underpinned made a distinct and material contribution to the impact.
* The nature and extent of the impact.

Be as clear as possible about exactly **WHAT** the impact was, adding some sort of precise quantification wherever possible. Numeric data and indicators need to be meaningful and contextualised to clearly support the case being made (not used as a substitute for a clear narrative). Avoid generalised or exaggerated statements about impact.Clearly identify specifically **WHO** has benefited from the work or which groups/organisations have changed something as a result of it (bear in mind that this may include ‘intermediary’ organisations as well as your intended ‘end users’ or audiences). It can be useful to indicate the numbers of people impacted and **WHEN** these impacts occurred. Also relevant is **WHERE** the impact has occurred, particularly whether the impact is local, national and/or international in scope. |
| 9 | **References:**Include references to support the **Research** and the **Impact** e.g. web links, grant information, awards, reviews, peer review or other quality assurance processes. **If referencing publications, please include the link to the publication and the Digital Object Identifier (DOI).**You may also include sources to corroborate the impact, e.g. policy documents, emails, quotes to support your claims. Case studies can be brought to life with greater resonance by including quotes that illustrate the impact - significant credibility is added if these quotes are from people with high profile and relevant job titles. |