Write a "Teaching" Case Study
10 Easy Steps

1. Choose the case focus
   a. What is the topic area?
   b. What is the dramatic juncture (decision point)?

2. Frame the case
   a. Who is the main character? What happens? What are the obstacles?

3. Background research
   a. Web, newspapers, books, previous interviews
   b. Scholarly articles, studies, experts

4. Primary research if possible
   a. Who are the most important participants in the story--pro/con? Who is secondary?
   b. Who provides context?

5. Interview questions
   a. What was the situation at the beginning? What at the end? What was the path in between?
   b. Typical question: "And then what happened?" Establish chronology.
   c. Keep your views out of the interview; you are reporting, not establishing your expertise

6. Case structure
   a. Introduction: Who is the main character? What is the big picture/problem? What is proposed solution (identify pros/cons)? What is the immediate dilemma?
   b. Background; Development; Action.
   c. Optional: Wrap-up (Epilogue)

7. Tips
   a. Orient reader repeatedly re time/place
   b. Use subheads to signal important information
   c. Summary narrative vs dramatic narrative

8. Stay inside the story
    a. Limit info to what was known at time /chronology
    b. Background though lens of protagonist
    c. "In the weeds"—tell story as if unfolding now

9. Casewriter voice
    a. Non-judgmental, non-analytical, factual, engaging
    b. If students can tell what writer thinks, there will be no class debate

10. Clearance
    a. Send draft for review to all quoted by name for comments and corrections
    b. Optional: send draft for review to an expert in field for comment