

Research Proposal Guidelines

1. Introduction & Background of the Study

Give a brief introduction about the topic of your study and explain the background. Give your rationale for conducting this study.

2. Statement of the Problem and Purpose/Aim of the Study

Clearly state what your research focus is and state the problem that you are focusing on. Link this with your introduction and the background of the study.

3. Significance of the Study

Talk about why your study is important and how it will contribute to the field.

4. Research Questions (and Hypotheses if any)

Write down the research questions that you are trying to answer with your study. These may be numbered. Sometimes research questions can be stated as aims but writing them in question form clarified the aim of the study better.

5. Literature Review

Provide information about the previous studies in this field. Include as many studies as you can and explain their relevance to your topic. This section will also help to clarify why such a study is needed by referring to the previously done studies.

6. Definition of Key Terms

Define the terms that your study focuses on. Use both dictionary and operational definitions.

7. Methodology

a. *Design*

Talk about the design of your research and explain why such a design is useful in this case.

b. *Sampling & Sample*

Describe the method used to select the participants and who the participants will be. Give as many details as possible in terms of the characteristics of the sample.

c. *Data Collection Procedures*

Explain the procedures you will be following to collect the data. Try to give details as much as you can.

d. *Materials*

Describe any materials that you may use to collect the data in detail. Give references if these materials are taken from somewhere else.

e. *Data Analysis Procedures*

Explain how the data will be analysed after collection. If it is quantitative, give details of analysis procedures and names of tests to be applied. If the data is qualitative, again provide information about the procedures to be followed.

f. *Ethical Considerations*

Explain how issues of confidentiality, anonymity and any ethical issues that may arise during the course of the study will be dealt with.

8. Limitations and Delimitations

Talk about the possible limitations related to the procedures or the findings of the study. Think about the generalizability of the results. Add delimitations, i.e. things that the researcher is able to control but will not include/will have restrictions on depending on the aims or practical issues related to the study.

9. Timeline

Provide a timeline for the whole course of the study. Give clear dates for when each procedure is expected to be completed.