

Proposal for Project

A research proposal is a document that presents a plan for a project to reviewers for evaluation. It is actually a road map showing clearly the location from where a journey begins and the destination to be reached at. The proposal should provide all the necessary initial information and plan so that the project supervisor can better understand the problem under study.

The purpose of the project proposal is to:

- Present the topic of the project and its importance.
- Give an idea to instructor about how you will proceed the project.
- Suggest the size of sample, sampling strategy, instrument/tool for data collection and procedure of data collection, analysis and interpretation.

A proposal is also known as a work plan, prospectus, and outline, statement of intent or draft plan. It tells us:

- What will be done?
- Why it will be done?
- How it will be done?
- Where it will be done?
- For whom it will be done?
- What is the benefit of doing it?

Format of Proposal for Project

Title page: It should include:

- The topic
- Name & ID of the student
- Name of the University
- University Logo
- Date of Submission

(Note: Proposal should be no longer than 1500 to 3000 words)

Table of Contents: List the important headings and sub-headings used in the project



proposal with page numbers. [index 1.htm](#)

Chapter 1:

1.1 Introduction: It should include:

- Problem Statement
- Operational definition of variables and concepts
- Theoretical frame work of the concepts and variables
- Descriptions of the project title i.e. what this project is all about?

1.2 Literature Review: Literature review includes the researches that have been done on the topic/ variables. All the work which has been done should be searched from the books, research journals, data bases and sites. The purpose of the Literature review is to detect what aspects of the topic have been explored and which areas need further investigation. A researcher has to point out that which aspect has not been investigated previously and what the present project is going to explore. The researches should quote citations and references of the literature being reviewed according to APA (American Psychological Association Guidelines).

(Note: At least ten relevant researches has to be cited in the literature review. Full text research articles should be sent to the instructor through e-mail)

1.3 Significance of the study: What is the importance and application of your study should be including in this section. When you are taking into account the importance of your study, pose yourself the following questions.

- Why this research is needed?
- What will be the outcomes of this research study?

- Will the results of this research contribute to the solution or development of anything related to it?
 - What will be improved or changed as a result of the proposed research?
- How will results of the study be implemented and what innovations will come out?

1.4 Objectives of the Study

The purpose and objective of the research should be included in this section.

1.5 Hypotheses: A research question poses a relationship between two or more variables but phrases the relationship as a question; a hypothesis represents a declarative statement of the relations between two or more variables (Kerlinger, 1979; Krathwohl, 1988).

Hypotheses are relevant to theoretical research and are typically used only in quantitative inquiry. It is better when Hypotheses will be grounded in the theoretical framework.
e.g. “Private employees are more committed than government employees”

Chapter No 2: Methodology

Explain methodology of your project and provide justification.

Tip: Keep in view the methodology used on the topic by other researchers previously and provide reference according to APA format.

2.1 Data Collection Tools/Instruments:

- Which tools will be used for data collection (i.e. Questionnaire, Structured Interviews, Observations, etc) according to the need of the project?
- Why a particular tool is selected?
- Is it possible to use multiple tools? If yes provide justification.

2.2 Subjects/Participants:

- What is the target population?

- What sampling frame will be used?
- What type of sampling technique will be used?

2.3 Sampling Technique: sampling technique means what sampling method you adopted to collect data. It can be simple random, stratified random, convenience, purposive sampling. Etc. according to the need of the research

2.4 Fieldwork/Data Collection:

- How the data will be collected?
- How the quality will be controlled and assured during data collection?
- How will the answers about practical issues be answered? For example if you are going to carry out survey, then think about where and for how long this survey will be carried out? Will organizations (specify names) provide you access (physical, time, documents) to what you need for your project?

2.5 Data Processing & Analysis: (Methods you will use to extract and process the information you will gather)

- How will the analysis be carried out?
- Which software package (MS Excel, SPSS, etc.) will be used for data entry and analysis.

References

Follow APA (2001) guidelines regarding use of references in text and in the reference list. Only references cited in the text are included in the reference list; however, exceptions can be found to this rule. (All type of references e.g., web sites, e-articles, books, un-published thesis etc should be added.)

For Example.

American Psychological Association (APA). (2001). *Publication manual of the American Psychological Association* (Fourth edition). Washington, DC: Author

Appendices

The need for complete documentation generally dictates the inclusion of appropriate appendix in proposal.

The following materials are appropriate for an appendix.

- Verbatim instructions to participants.
- Original scales or questionnaires, copyrighted instrument should be in the appendix, permission in writing to reproduce the instrument from the copyright holder or proof of the purchase of the instrument.
- Interview protocols.
- Sample of informed consent forms.
- Official letters of permission to conduct research.