

## RESEARCH PROPOSAL CHECKLIST 2019

Aspect	Descriptor	Points
<b>Content</b>	1. Information specific to the <b>abstract</b> and <b>main sections</b> of a research proposal ( <i>topic importance, background to the topic, review of previous research, research gap, the study's purpose and research questions, research design, data collection and analysis methods, scope and limitations, expected outcomes</i> ) is provided and presented at the required level of detail.	/15
	2. To develop and support his or her arguments, interpretations, and conclusions, the author effectively employs <b>strategies of critical analysis, discussion, and justification (with reference to relevant sources</b> where applicable).	/10
	3. Information from cited sources is integrated effectively using <b>quoting, paraphrasing, and summarizing</b> strategies (if used, direct quotes are kept to a minimum of <b>1-3</b> per each of the main sections).	/5
<b>Organization</b>	4. Each section of the proposal ( <b>Introduction, Literature Review, Methods, and Expected Outcomes</b> ) demonstrates a <b>clear statement</b> and <b>logical organization</b> of ideas at both paragraph and sentence levels.	/10
	5. Appropriate linking words and conjunctions are used to connect ideas throughout each section of the proposal.	/5
<b>Language</b>	6. A wide range of <b>academic language</b> specific to research writing, including relevant <b>academic collocations</b> and <b>tense forms</b> , are employed effectively and accurately, and repeating words are substituted with <b>synonyms</b> .	/10
	7. <b>Hedging language</b> is employed to discuss the study's significance and implications, and the author's interpretations of one's own and other scholars' views and findings.	/5
	8. The language does not impede comprehension and is free of style, vocabulary and grammar use, spelling, punctuation, and capitalization errors.	/15
<b>Format</b>	9. *The proposal has <b>all the required components</b> : title page, table of contents, title, abstract (150-200 words), key words, main sections, and the reference list (no fewer than <b>12</b> appropriate sources, at least <b>5</b> of them sources <b>not originally written in Russian</b> ).	/10
	10. The proposal is formatted following the APA style (page numbering, font, spacing, margins, headings, and subheadings).	/5
	11. All the cited sources are acknowledged properly in <b>in-text references</b> and <b>the reference list</b> following the APA style.	/10
<b>Total: ____ /100 points</b>		
<b>Grade:</b>		

\*The total word count is between **2,000 and 2,600** words, while the word count for the main sections is 400-500 (Introduction), 700-900 (Literature Review), 300-400 (Methods), and 250-400 (Expected Outcomes) (*as indicated in a separate table attached to the proposal*). If the whole proposal is 10, 20 or 30% **less than** the minimal wordcount (2000 words), the respective **percentage of points** (10, 20 or 30%, etc.) will be deducted from the overall grade for the proposal.