

Research Proposal Report Format

This format is only meant as a suggestion to help students start planning their written proposal. The final format is to be decided by the student and their advisor(s).

The Research Proposal is not to exceed 10 pages of single spaced type, not to exceed 6 lines per inch, with a font size no smaller than 10 point. The pages must have margins of 1" (2.5cm) on the top, bottom, and both sides.

A 1/2 page (or 250 word) abstract may be included at the beginning of the written text, and does not count toward the 10 page limit.

Figures, photographs, charts and graphs may be included at the end of the written text, and do not count toward the 10 page limit.

It is suggested that the proposal begin with a cover page with the title of the research project, the name of the student, the name of the student's advisor, the date of the candidacy examination, and the names of the student's research/examination committee. The student may include a brief, 2 page, c.v. or biographical sketch with their proposal.

Faculty members on the student's committee have the right to refuse to give the examination or to fail the student on the examination if the student's proposal does not comply with the specified format.

A suggested format for the proposal is:

Abstract: 1/2 page

Introduction: 1-1½ pages.

The Introduction should present background information to present the motivation for the proposed project. The Introduction should end with a brief statement of the proposed research problem.

Preliminary Work: 1½-2 pages

Describe the work already accomplished. This may include preliminary testing to establish experimental parameters, design of mechanisms or testing fixtures, validation of numerical schemes, etc.

Proposed Work: Methods: 4-5 pages

Describe in detail the proposed research methods and protocols. Include statistical analyses is applicable.

Expected Results and Limitations: 1½ - 2 pages

Describe the expected results and limitations of the proposed research. Discuss any potential pitfalls and possible solutions to overcome them.