# Project plan template

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| Name: |  |
| Programme: |  |
| Student ID: |  |
| Project Title: | *Do not worry if your project title may slightly change as the project evolves…* |
| Problem you are seeking to address: | *You should aim to concisely describe the problem you are trying to solve / investigate; by addressing the following points that are listed below in this template (aim and scope; project objectives; … testing and evaluation; ethical considerations)* |
| Aim and scope: | ***2 – 3 paragraphs****; provide links to the literature when necessary to bridge the identified gaps with your project’s aims towards these gaps.* |
| Project objectives: | ***2 – 4 bullet points****.* |
| Expected project outcomes: | ***1 – 3 paragraphs*** *including a description of your proposed artefact and the statement of the way(s) in which your artefact will help to overcome (some aspect of) the challenge identified in your problem statement.* |
| Brief review of relevant literature: | *This may just be a list of resources (such as databases and journal articles that you anticipate referring to). However, it is better if you practice correct citation and referencing style, describing how you intend to use these resources and why these are likely to be useful to show that you have actually read them!*  ***At least 10 references*** *– no maximum number. References are not included in the word count limit.* |
| [optional] References: | *You may decide to have a separate section here just for your references so that you can practice using UWE Harvard standards of referencing. These will not count towards your word limit.* |
| Testing and Evaluation: | *Statement of how you plan to test and evaluate the success of your work (****1 paragraph minimum****).* |
| Ethical considerations: | *Are there ethical issues related to the project? Are you collecting primary data – if so, how is it being collected, stored, and is there a retention / destruction plan. Have you consulted with your group advisor on this? Have you perhaps modified your original scope as a result of ethical considerations? (The length may vary, but this should be a* ***minimum of 1 sentence****).* |
| Project plan: | *Gantt chart or similar to visualise the next steps in your project.* |
| Signature: | *Sign your project plan at the end.* |

Excluding your project title and references, your proposal should be a maximum of 1000 words in length. If using this template, then it would be at most 3 pages excluding references and project plan.