Checklist for Research Proposal

When writing up your own research proposal, make sure that you have covered all the relevant issues outlined below.

	?	Comments
Title: Is it relevant? Is it accurate? Is it interesting?		
Background: Is the literature reviewed critically?		
Rationale: Is there well documented supportive rationale for importance of carrying out the study? Is the research question clearly defined? Aims and objectives?		
Method **a) Setting and participants/case/records/etc** Adequately described: number, characteristics, inclusion/exclusion criteria? Representative population? Sample bias?		
b) Ethics: What are the ethical considerations? Referenced? How were they tackled? Will an ethics committee be consulted? If implementation study, who has decided? Informed consent of participants? Responsibility to all relevant parties?		
c)Design: Sufficient detail for replication of study? Intervention appropriate to answering the research question? Is a pilot study described? Minimisation of biases?		
e)Measurements: Reliability and validity of tools? Data collection measures described (eg questionnaire) Assessors described Reliability /validity of person taking measures (inter- and intra-rater reliability)		

f)Procedures: Describes stages subjects go through and timing? Instructions given to subjects? Describes who will collect the data? Timeline of project timing/Gant chart		
g)Data Analysis: Appropriate and adequate for type of study and data collect? Name of intended tests (if relevant) given for pilot and main study? Reliability study analysis? (if relevant)		
References: Are they in the appropriate format? Are all sources cited in the text included in full?		
Style: Proof read? Precise and concise? Logical sequence of ideas (ie a story to follow)? Professional terminology appropriate (no jargon)?		