Research project plan

Based on Pickton, M Writing Your Research Plan (2013)

# Title

The title should be:

* clear, accurate, concise and unambiguous;
* indicative of both content and purpose.

TITLE

# Abstract or summary

The abstract should:

* Succinctly overview the work;
* Contain the rationale, main objectives, and methods used to achieve the work.

# Background, context or rationale

|  |  |
| --- | --- |
| Why do you wish to conduct the project? |  |
| Why is the project relevant, important, and timely? |  |

# Aims and objectives

Aims: general, high-level statement linking to the research question

Objectives: specific and focused questions that address different aspects of the aim

|  |  |
| --- | --- |
| Aims |  |
| Objectives |  |

# Hypothesis

The hypothesis should:

* Describe anticipated behaviour;
* Be complimented by a null hypothesis.

|  |  |
| --- | --- |
| Hypothesis |  |
| Null hypothesis |  |

# Literature review

The literature review should:

* Summarise the current thinking in the subject area;
* Describe the methods and research processes used by researchers in this field;
* Highlight key issues and theories;
* Identify any gaps in current knowledge.

|  |  |
| --- | --- |
| Source | Key points |
|  |  |
|  |  |

# Research design and methods

## Overall approach to the research

## Choice of research method, technique, and tools

## Scope and boundaries

## Sampling

## Research data management

# Ethical issues

# Project timetable

The project timetable should:

* Detail the project milestones;
* Present the project timeline as a GANTT chart.

## Milestones

|  |  |
| --- | --- |
| Milestone 1 |  |
| Milestone 2 |  |

## GANTT chart

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Date1 | Date2 | Date3 | Date4 | Date5 | date6 | date7 | date8 | date9 |
| Aim1 |  |  |  |  |  |  |  |  |  |
| Objective 1 |  |  |  |  |  |  |  |  |  |

# Deliverables: outputs and outcomes

* Outputs: tangible deliverables (e.g. conference abstracts, manuscripts)
* Outcomes: intangible deliverables (e.g. greater understanding of X)

|  |  |
| --- | --- |
| Outputs |  |
| Outcomes |  |

# Risk assessment

|  |  |  |  |
| --- | --- | --- | --- |
| Risk | Probability | Impact | Management strategy |
|  |  |  |  |

# Resources and costs

* Staff costs (i.e. direct costs)
  + E.g. salaries or hourly wages
* Overhead costs (i.e. indirect costs)
  + E.g. staff benefits, facilities and administrative costs.
  + These are often calculated as a percentage of direct costs
* Consultancy or professional fees
  + E.g. for transcription, training, leading focus groups
* Equipment
  + E.g. the purchase and hire of specialist physical equipment
* Hardware and software
  + E.g. for data analysis
* Materials
  + E.g. printing costs and other consumables
* Travel and expenses
  + E.g. to attend project meetings, interview participants, present at conferences, visit other libraries
* Publication costs
  + E.g. to self-publish a project report or to cover ‘author pays’ charges to a commercial publisher
* Marketing and promotion
  + E.g. to attract participants, provide incentives to encourage participation, disseminate findings

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|  |  |  |
| --- | --- | --- |
| Category | Item | Cost |
| Staff costs |  |  |
| Overhead costs |  |  |
| Consultancy or professional fees |  |  |
| Equipment |  |  |
| Hardware and software |  |  |
| Materials |  |  |
| Travel and expenses |  |  |
| Publication costs |  |  |
| Marketing and promotion costs |  |  |

# Project evaluation

How will you know if the project was successful?

# References

# Appendices