Masters / Doctorate degree
Department of Sociology

CHECKLIST FOR EVALUATING RESEARCH PROPOSALS

1. Does the problem statement follow clearly from the survey of the literature?

2. Are the proposed unit of analysis (subjects, participants, couples, situations, texts, *etc.*) clearly described in terms of the following:
   a) their number (e.g., sample size)?
   b) their background (e.g., sex, ethnicity, etc. in the case of research participants)?
   c) how they are to be obtained/recruited?

3. Has it been indicated whether the necessary permission for the cooperation of the participants has been obtained or will be obtained?

4. Has the treatment (e.g., any intervention) of the units of analysis been described or specified clearly?

5. Have the variables to be subjected to analysis been operationalized (e.g., the measurement of academic achievement in an investigation to improve individuals' standing on this variable)?

6. Is it clear how the measuring instruments to be used fit in with the theoretical background and/or literature survey?

7. Is the proposed procedure for analysing the obtained information (e.g., statistical method) specified?

8. Is the proposal presented in terms of all of the headings required by the Research

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WHAT QUESTIONS SHOULD A RESEARCH PROPOSAL ANSWER?

A sound proposal will answer the following questions:

1. *What* is the research expected to accomplish, if completed successfully and on time?

2. *Why* is the research being undertaken? What are the reasons behind it? What is the research underlying rationale?

3. *How* is the research to be implemented? What work is necessary in order to achieve the objectives?

4. *Who* is primarily responsible for the research implementation and management?

5. Who are the intended *beneficiaries, the target group,* who are expected to benefit from the research?

6. Within what *period of time* is the project to be carried out and are the objectives to be attained?

7. What *resources* are necessary to achieve the objectives?

8. What *external factors* are necessary for research success?