Tips for Writing Proposals

1. Plan Ahead
   Talk to your faculty mentor early and often.
   Make sure to meet regularly (at least once a week).
   Work on the proposal in 10-minute timeslots throughout the semester.

2. Organize
   Make sure to have all your information and data ready before you start writing.
   Don't rush, take your time to think things through.
   Keep your proposal organized and clear.

3. Give yourself plenty of time to write multiple drafts of your proposal.
   Start working on your proposal in the spring of your senior year.
   Don't rely on last-minute changes.
   Make sure to review your proposal with your mentor before submitting it.

4. Justify
   Explain what the goals of the study are.
   Outline the benefits of your project's work.
   Be clear on your objectives and how they will be achieved.
   Make sure to review your proposal with your mentor before submitting it.

5. Mentor relationship
   Choose the right mentor for your project.
   Meet with your mentor regularly.
   Ask for feedback and suggestions.

6. Frequently asked questions
   Do you need to be a specific, unique question of your topic?
   Can you narrow your topic to a specific question?
   Can you modify your topic to make it more focused?
   Can you see a pattern in your data or trend in your topic?
   Can you narrow your topic or change your approach?

7. Conclusion
   Write a conclusion that summarizes the main points of your proposal.
   Make sure to review your proposal with your mentor before submitting it.

8. Acknowledgments
   Thank your mentor and other people who helped you.
   Make sure to review your proposal with your mentor before submitting it.

Attached files:
- Proposal template
- Cover letter template

Complete drafts of your proposal are due May 1st.

Use current forms when forms are required and use 0.010-inch margin:
- 0.010-inch margin
- Use standard-size paper

Questions and topics to address in each section of your proposal:

Introduction:
- What is the goal of your study?
- Explain the importance of your research.
- What are the potential benefits of your research?
- How will your research contribute to the field?

Methods:
- Describe the methods you will use to conduct your research.
- Explain how you will collect and analyze your data.
- How will you ensure the validity and reliability of your research?

Results:
- Summarize the results of your research.
- Discuss how your results support or contradict your hypotheses.
- How will you interpret your results?

Discussion:
- Discuss the implications of your results.
- How do your results compare to other research?
- What are the limitations of your research?
- How could your research be improved?

Conclusion:
- Summarize the main points of your research.
- Discuss the significance of your findings.
- What are the potential applications of your research?

Frequently asked questions:

Does your proposal need to be a unique proposal?

Can you narrow your topic to a specific, unique question of your topic?

Can you modify your topic to make it more focused?

Can you see a pattern in your data or trend in your topic?

Can you narrow your topic or change your approach?

Can you see a pattern in your data or trend in your topic?