

**The University of Adelaide**

**Higher Degree by Research**

**Research Proposal Proforma**

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| --- | --- | --- |
| Total number of pages in this proposal (excluding References) | |  |
| Name |  | |
| School (Discipline/Group) |  | |

Please structure your Research Proposal based on the headings provided below. Use a clear and legible font (e.g. Arial Narrow, Times New Roman or Times in and size 12 font).

1. **Project (research topic) title**

Provide a short descriptive title of no more than 250 characters.

**2 Project (research topic) summary**

In no more than 100 words, intelligible to a reader who is not a specialist in this field, summarise the aims, significance and expected outcomes.

**3 Project (research topic) details**

This section should be brief (no more than 5,000 words) but comprehensive, following the headings provided below. Please number the pages. Express your arguments clearly and concisely and avoid the use of jargon.

**3.1 Introductory background / Literature Review**

This section should comprise a critical review of the literature, in a logical progression from the broad perspective to the specific, defining the gaps in knowledge that will be addressed and justifying the proposed research.

**3.2 Aims/Objectives of the project**

This section should explain the aims/objectives of the research, including any research questions and/or hypotheses to be addressed

**3.3 Theoretical framework and methods**

This section should include an outline of the methodology/methods/procedures to be followed in order to achieve the aims of the proposed research.

**3.4 Significance/Contribution to the discipline**

This section will normally provide a brief statement of the expected outcomes and their significance or contribution. Where applicable, also identify potential ‘real world’ applications for the outcomes.

**4 Budget**

Please provide a listing of anticipated costs for your research project under such headings as “Equipment”, “Fieldwork”, “Attendance at Conference(s)”. Also provide details on who will cover the costs of the research and whether the project is contingent on funding support from elsewhere. If you plan to submit an application to a funding agency to support your project, indicate to which agency you will apply and when you will do so.

1. **Research plan and timeline**

Please provide a plan of stages of your research development and thesis writing with a time-line of agreed goals for each year of candidature and details of the proposed contents of your thesis or research submission. (A GANTT chart is useful in illustrating the various stages and activities of research, in terms of a schedule to meet time-lines.)

**6 Skills training and professional development**

[Career and Research Skills Training (CaRST)](https://www.adelaide.edu.au/graduate-research/career-development/carst-program-overview) is a specialised training and development program undertaken by all HDR students at the University. It is recommended that you formulate your unique program in conjunction with your supervisor/s in response to any identified professional or academic needs and your individual preferences and aspirations. To receive the most benefit from the program, CaRST activities/hours should be spread across candidature; at the CCSP stage, students are only expected to have completed approximately 20 hours for a PhD or 15 hours for a Masters to be considered on track.

Complete the Skills and Plan sections of CaRST Online:

[How to complete your Skills Assessment](https://carst.adelaide.edu.au/How_to_complete_your_Skills_Assessment.pdf)

[How to complete your Development Plan](https://carst.adelaide.edu.au/How_to_complete_your_Development_Plan.pdf)

Ensure your completed CaRST activities are up to date in CaRST Online, then generate and attach a current PDF of your CaRST Progress Summary, which should be dated within 1 week of when your CCSP form is submitted.

**7 Other requirements**

Specify any other area requirements to be fulfilled for Completion of the Core Component, for example:

* Ethics clearance
* Biohazard considerations
* If relevant, please add information regarding external/industry partners related to your research

**8 References cited**

Please provide a complete list of the references cited in the proposal in an appropriate and consistent referencing style.

**9 Plagiarism Declaration**

**You will be required to make a declaration regarding Plagiarism on the “Completion of the CCSP” form at the time of submission of your Research Proposal. Utilise** [**iThenticate**](https://www.adelaide.edu.au/graduate-research/current-students/ithenticate) **to check your Research Proposal for originality and ensure you have cited non-original work appropriately. Please note the following:**

CONSEQUENCES OF PLAGIARISM AND COLLUSION

The penalties associated with plagiarism and collusion are designed to impose sanctions on offenders that reflect the seriousness of the University’s commitment to academic integrity. Penalties may include: the requirement to resubmit Research Proposals, thesis drafts and/or submitted theses after they have been revised to remove all instances of plagiarism; the creation of a period of provisional candidature for the purpose of conducting a review process involving a period of targeted learning and writing development; termination of candidature following plagiarism; imposition of a financial penalty.

PLAGIARISM AND COLLUSION

**Plagiarism** is using another person’s ideas, designs, words or works without appropriate acknowledgement.

**Collusion** is the act of another person assisting in the production of a Research Proposal or examinable thesis without explicit acknowledgement by the candidate or the express requirement, or consent, or knowledge of the examiner.