

CHECKLIST FOR Ph.D RESEARCH PROPOSAL

Documents submitted along with the Doctoral Research Proposal

	Appendix-1
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General Formatting

	Page numbers at proper place and in proper format. Each page of proposal has to be given page number right at bottom as in Arabic (1,2,3....etc.) numerical
	Proposal is stapled and not BOUND
	Paragraph of proposal text is justified
	Short-forms (abbreviations) are explained when they appear first time
	Proposal text follows guidelines as given below: <ul style="list-style-type: none">• Page orientation: Portrait• Page size: Letter or A4 size• Margins: 1 inch from all sides• Headings: Times New Roman, Bold, Size-14 points, Title case• Sub-Headings: Times New Roman, 12 points, Bold• Body-text (paragraphs): Times New Roman, 12 points, Not Bold, Justified

Proposed Topic of Research

	Title of the proposed research topic is same in Appendix-1 and Appendix-2
	Title of the proposed topic not too lengthy
	Title reflects overall objective

Objectives of Proposed Research

	Objectives are based on literature survey
	Objectives are clearly spelt out
	Objectives are point-wise and crisp
	Objectives are placed just after the Introduction before Literature Review of Research Topic.

Background of Proposed Research

	The proposed topic (objective) is based on an-depth literature survey
	Proposed topic is derived based on journal articles/research papers
	Literature survey includes latest references
	Research gap/need of research is clearly identified
	How the research gap is proposed to be filled is clearly mentioned in the research proposal

Methodology and Work Plan

	Methodology is given phase-wise/step-wise
	Phase-1 will be literature survey and last phase will be conclusions and thesis writing
	Work-plan is also given in the form of activity chart (Gantt chart)
	Phases in methodology and activity chart are matching
	In methodology, brief explanation about how research is conducted under each phase is described
	Phases of methodology are specific and relevant to the topic

References

	All the references listed in the reference section are mentioned in text of proposal
	Number of references in reference section: 27 Number of references cited in-text: 27
	In text references are in square bracket (as per format) e.g. [2]
	In-text references numbering is in sequence
	References are number wise in-text as well as at the end of the proposal in reference section
	Outline of Proposed Topic of Research (Appendix-2) is not lengthy and not exceeding 11 pages
	Uniformity of reference format is maintained in proposal and references are formatted as per guidelines. Sequence of the part of reference citation is uniform for all the reference of same type
	References contain all the necessary parts. No part is missing

(Signature of candidate)

Name:

ID No:

(Signature of the proposed supervisor)

Name:

Designation:

BITS, Pilani - K. K. Birla Goa campus.