**RESEARCH PROPOSAL CHECKLIST**

**\*\*\*Updates\*\*\***

 If I did a “Type 1” literature review for the first assignment I have significantly updated the review to gear it towards my specific question rather than cut and pasting the old review. I used the feedback from the first round if I used some chunks of the old version.

 If I did a “Type 2” literature review I have revised it according to the feedback provided.

**Abstract**

 I have a one paragraph abstract summarizing the paper that is single spaced and italicized

**Intro**

 I have a short introduction (1 paragraph) that eases the reader into the topic

**Literature Review**

 The literature review has at least 15 citations in it (13 must be peer-reviewed)

**Research Question:**

 I have a research question that is clearly stated in the introduction, the literature review, or both.

**Hypothesis**

 My hypothesis(es) is(are) rooted in theory or past evidence noted in the literature review

 I have specified the hypothesis(es) within or at the end of the literature review by clearly noting it/them with the word “**Hypothesis**: xxxxxxxxx”

**Design**

 I have specified the type of research design I am using

 The unit of analysis is clearly specified

If you are doing an observational study:

 I have specified if this is cross sectional, longitudinal etc.

 I have specified the DV, IV and any control variables

 I have specified where the data/variables will come from

 I am certain the data/variables I’m looking for exist

If you are doing an experiment:

 I have specified if this is a lab, survey, field or game experiment

 I have specified what the manipulation(s) is(are)

 I have specified the DV and any controls I want to gather (experiments automatically control for everything but if you want to interact with manipulated factor (IV) with another variable, you have to ask those questions

 I have specified where this experiment is taking place

If you are doing a content analysis:

 I have specified the feature(s) of the content being coded for and have defined it/them

 I have set up specific coding rules

 I have specified who is doing the coding and how many people there will be

**For everyone:**

 I have specified a sampling procedure if my project requires one

 I have specified how my variables are measured

**Conclusion**

 My conclusion restates why this proposal and this topic are important and meaningful to political science

 My conclusion discusses the strengths and weaknesses of the design (SEE NOTES)

**Citations**

 If I make a statement that many previous studies have concluded X, I am citing those studies.

 My citations within the text are using the correct format: (AuthorLastName Year)

 I am not referencing every paper/book I cite **by its title** in the text unless it’s necessary.

 My citations for the reference page are using the correct format and do not provide any type of DOI link that comes from Google Scholar. Entire parts of the references are not capitalized.

**Technical:**

 The paper has a title

 The paper has the appropriate headers: Introduction, Literature Review (can have sub-sections if necessary), Design, Conclusion

 The paper has 1-inch margins

 I do not switch fonts or colors throughout the paper

**Stylistic and Language:**

 I have made an attempt to put the conclusions and work of other authors into my own words rather than saturating the paper with direct quotes*.*

 I do not editorialize the content of the paper/do not have political rants

 I do not narrate the proposal by using phrases such as, “Then I read a paper by Johnston (2015) that said…” or, “I found it really interesting that….”

 *I am not using the first person in any part of the paper including the design section*

 I have used the words “affect” and “effect” correctly, where affect is only used as a verb (ex: the IV affected the DV) and effect is only used as a noun (ex: it had an effect).

 I have avoided the following overused and abused words and phrases:

* + Basically, essentially, literally, actually (unless necessary and used correctly)
	+ Plethora, myriad
	+ Extremely, very
	+ Thing
	+ Enormous, huge, major
	+ Exemplify
	+ Numerous
	+ “Since the beginning of the United States of America”
	+ United States of America (if you can just say the “US”)
	+ “Conducted a study”, “Seeks to find”, “Seeks to discuss”, “A study performed by…”
	+ “Proven”- because we don’t “prove” anything in the social sciences!

 I have read the paper out loud twice, checked for spelling mistakes, checked for incorrect comma usage, simplified overly wordy sentences and fixed fragment sentences.

 CHECK THIS BOX ONLY IF YOU WANT EXTENSIVE FEEDBACK ON THIS FINAL PAPER

Signed, sealed, delivered: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_