**Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Email Address:\_\_\_\_\_\_­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Phone Number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Chapter 1: Introduction**

**Introduction-**Provide a brief overview of the topic and setting **p. \_\_\_\_**

**Topic p. \_\_\_\_**

This is a brief description of the proposed area of study (i.e., the conflict,  
concern or controversy, trend, or issue) **p. \_\_\_\_**

**An Overview of the Research Problem p. \_\_\_\_**

The evidence from the literature and experience showing the problem exists and  
the relevance (Include at least two references) **p. \_\_\_\_**

A clear description of the setting **p. \_\_\_\_**

**Statement of the Research Problem p. \_\_\_\_**

A clear statement that a problem exists (i.e., the difference between what is and  
what should be) and can be written in two sentences (i.e., what is and   
what should be) **p. \_\_\_\_**

The problem is specific and can be feasibly addressed **p. \_\_\_\_**

Evidence that a trend exists that has led to the problem (i.e., Why do you feel a  
problem exists?) **p. \_\_\_\_**

Evidence that supports the existence of the problem (i.e., 3-5 years of data) **p. \_\_\_\_**

Possible causes related to the problem **p. \_\_\_\_**

Definitions of major concepts and terms **p. \_\_\_\_**

**Deficiencies in the Evidence p. \_\_\_\_**

Include a brief discussion that details the area of need in relation to the problem  
and the deficiency or lack of evidence in the literature **p. \_\_\_\_**

**Audience p. \_\_\_\_**

Discuss who is affected and who benefits **p. \_\_\_\_**

**Purpose of the Study p. \_\_\_\_**

Create a sentence that begins with “The purpose of this study is …” **p. \_\_\_\_**

Clearly identify and define the central concepts or ideas of the study **p. \_\_\_\_**

**Definition of Terms** (if applicable) **p. \_\_\_\_**

**Chapter 2: Literature Review**

**Introduction p. \_\_\_\_**

A brief overview of the literature review will foreshadow what will be included  
in this chapter (i.e., the topics that will be addressed) **p. \_\_\_\_**

**Conceptual Framework p. \_\_\_\_**

Discuss the theory or conceptual framework within which the study will be  
grounded **p. \_\_\_\_**

**Synthesis of Findings** (This will be the major component of the literature review and  
may contain sub headings) **p. \_\_\_\_**

Synthesize the findings in a “state-of-knowledge” summary in regard to the  
problem area, including additional evidence as to the nature and the  
importance of the problem, causation, and potential interventions **p. \_\_\_\_**

**Need for Further Research p. \_\_\_\_**

Discussion how further research should extend, differ from, or replicate past  
studies, including the identification of critical variables in the problem   
area, and important questions to be tested **p. \_\_\_\_**

Indicate the shortcomings in the design of prior research that should be avoided,  
as well as strengths to be repeated, in conducting another study **p. \_\_\_\_**

Critique the literature as a basis for any controversial methodological decisions  
to be presented in the proposal **p. \_\_\_\_**

**Research Questions p. \_\_\_\_**

(The research questions are based on the problem or area of need and on the  
research reviewed-The research question or questions are (a) based on  
theory, previous research [i.e., the literature review], and experience;   
(b) stated in the form of a question; and (c) are focused and clear (i.e.,   
specific and feasible).) **p. \_\_\_\_**

**Chapter 3: Methodology**

Write this section in *future tense* since it is only considered a proposal, and then convert to *past tense* once data have been collected.

**Introduction p. \_\_\_\_**

A brief overview of the Methods (i.e., the topics that will be addressed) **p. \_\_\_\_**

**Participants**  **p. \_\_\_\_**

This section should include the following elements: (a) the target population or  
sample to which it is hoped the findings will be applicable should be  
defined, consistent with the *Statement of the Problem* and the *Research   
Question*(s), (b) the population from which the sample will actually be   
drawn should be specified. This should also include demographic  
information such as age, gender, ethnicity etc., (c) procedures for selecting  
the sample should be outlined, including justification for the sampling  
method **p. \_\_\_\_**

**Instruments p. \_\_\_\_**

This section will detail each data-collection instrument. The relevant  
information pertaining to each instrument should include (a) the source or  
developers of the instrument; (b) validity and reliability information; and (c)  
other salient information (e.g., number of items in each scale, subscales,  
etc.). **p. \_\_\_\_**

**Procedures p. \_\_\_\_**

The *Procedures* section will be based directly on the research questions.  
Specifically, this is the “*how-to*” section of the study and will introduce the  
design of the research and how the data will be collected based on the  
questions of interest. This section should include the approach (i.e., design)  
to conducting the research (e.g., experimental, quasi-experimental, survey,  
ethnographic) and the appropriate procedures to be followed. For example,   
for an experimental or quasi-experimental study, the proposal should  
indicate how participants will be assigned to treatments and how the  
research will be conducted to ensure internal and external validity. If an  
evaluation project is proposed, the model to be followed should be  
specified. **p. \_\_\_\_**

**Limitations p. \_\_\_\_**

Include any limitations, restrictions, or constraints that may affect the validity  
of the dissertation’s outcome **p. \_\_\_\_**

**References p. \_\_\_\_**