

Writing a research proposal for a PhD or MPhil application:

A guide for potential students

Some Schools and Departments may require you to write an outline research proposal and submit this with your application to study for a PhD or MPhil. The content and structure of the proposal will inevitably vary depending on the discipline area and the nature of the project you wish to pursue. In some cases you may be provided with some guidance in terms of what information should be included in the proposal and, if this is the case, you should read this carefully and follow it. However, where this is not the case, the general guidance, and suggested headings, provided here should help you to structure and present your ideas clearly in your proposal.

Your overall aim is to produce a research proposal that is clear and coherent in every respect. You should therefore avoid the use of overly long sentences and of technical jargon. It is important that the proposed research is realistic and feasible so that the outcomes can be achieved within the scale of a typical research degree programme, which is typically three years full-time for a PhD (or two years for an MPhil). Although you should write the proposal yourself, it is best if you discuss its contents with your proposed supervisor before you submit it.

Your research question

For most projects there is usually one main question that you would like to address, which can sometimes be broken down into several sub-questions. You will need to state your main research question(s), explain its significance, and locate it within the relevant literature (remembering to refer only to research that is directly relevant to your proposal). You will probably need to address questions such as;

- What is the general area in which you will be working and the specific aspect(s) of that area that will be your focus on inquiry?
- What is the problem, shortcoming, or gap in this area that you would like to address?
- What is the main research question or aim that you want to address?

- What are the specific objectives for the proposed research that follow from this?
- Why is the proposed research significant and why does it matter (either theoretically or practically)?

Research design

You will need to explain how you will go about answering your question (or achieving your aim), and why you will use your intended approach to address the question / aim. Questions you might need to cover include:

- What steps will you take and what methods will you use to address your question?
- How will your proposed method provide a reliable answer to your question?
- If your project involves an experimental approach, what specific hypothesis or hypotheses will you address?
- What specific techniques will you use to test the hypothesis, such as laboratory procedures, interviews, questionnaires, modelling, simulation, text analysis, use of secondary data sources, etc.
- What practical considerations are there; for example, what equipment, facilities, and other resources will be required?
- What relevant skills / experience do you have with the proposed methods?
- Are there particular ethical issues that will need to be considered (for example, all projects using human participants require ethical approval)?
- Are there any potential problems / difficulties that you foresee (for example, delays in gaining access to special populations or materials) that might affect your rate of progress?

Timetable

You will need to provide a rough time line for the completion of your research to show that the project is achievable (given the facilities and resources required) in no more than three years of full-time study (or part-time equivalent) for a PhD and two years for an MPhil.

Expected outcomes

You need to say something about what the expected outcomes of your project would be. How, for example, does it make a contribution to knowledge, how does it advance theoretical understanding, how might it contribute to policy or practice?

If you are aiming to study for a PhD then you need to say how your proposed research will make an original contribution to knowledge. This is not essential if you are aiming to study for an MPhil, although you will still need to show originality in the application of knowledge. At the end of this guidance, the criteria for award of PhD and MPhil degrees in Reading are included to help you understand the difference in terms of what is expected in the two cases.

List of references

You will need to provide a list of any sources, such as key articles or texts, that you have referred to in your proposal. The information provided must be complete and accurate.

Proof reading

It is important that you carefully check your proposal for typographical and spelling errors, consistency of style, and accuracy of references, before submitting it.

Criteria for the award of research degrees at Reading

At Reading, PhD candidates are expected to demonstrate each of the following:

- the creation and interpretation of new knowledge, through original research or other advanced scholarship, of a quality to satisfy peer review, to extend the forefront of their discipline, and to merit publication in an appropriate form
- a systematic acquisition and understanding of a substantial body of knowledge which is at the forefront of the discipline or area of professional practice
- the general ability to conceptualise, design and implement a project for the generation of new knowledge, applications or understanding at the forefront of the discipline, and the ability to adjust the project design in the light of unforeseen problems
- a comprehensive understanding of techniques applicable to their own research or advanced scholarship.

At Reading, for MPhil / LLM degrees, candidates are expected to demonstrate each of the following:

- a systematic understanding of knowledge, and a critical awareness of current problems and / or new insights, much of which is at, or informed by, the forefront of their academic discipline, field of study or area of professional practice
- a comprehensive understanding of techniques applicable to their own research or advanced scholarship
- originality in the application of knowledge, together with a practical understanding of how established techniques of research and enquiry are used to create and interpret knowledge in the discipline
- conceptual understanding that enables the student to do each of the following
- to evaluate critically current research and advanced scholarship in the discipline
- to evaluate methodologies and develop critiques of them and, where appropriate, to propose new hypotheses.

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