

# Guide for the Research Proposal (Summary for students)

v20210629

## Timeframe and appointments

In principle, the research proposal has to be written during a four week, full-time period. In case you prefer to deviate from this requirement, please discuss the possibility for a modified time frame with your supervisor. You will have four moments of contact with your supervisor, either in person or via mail. Once you have found a supervisor you should fill in the form you received in your email when enrolling for this course. In this way you can ultimately upload your final version in SPIB so your supervisor can grade the review article.

### During your first moment of contact:

- You agree on supervision;
- You agree on deadlines for the outline, first version and possibly the second version;
- You plan your second moment of contact;
- You plan the public presentation (optional).

### During the second moment of contact:

- You discuss the outline;
- You discuss the grading form;
- You plan your third moment of contact.

### During the third moment of contact:

- You discuss the first version
- You discuss whether you prepare a final written version or defend your proposal in a public presentation;
- You plan your fourth moment of contact.

### During the fourth moment of contact

- You present the research proposal in 10 minutes and answer questions during the discussion afterwards, either in public or in a one-on-one conversation.

### During the fifth moment of contact (this could be combined with the fourth moment of contact):

- You discuss the grade and, if needed, further actions.

## Writing the research proposal

When writing your proposal you will write an outline, a first version of the proposal and a final version of the proposal, including a rebuttal to the comments of your supervisor (and peers). More details about the writing process can be found in the full guide.

## Structure of the research proposal

The research proposal must have the following structure:

- A title page;
- A brief summary and graphical abstract;
- An introduction with:
  - At most 5 pages of literature review;
  - At most 3 pages of discussion of a given research article;
- At most 8 pages of description of the proposed research with:
  - The objective, approach, innovation and impact of the research;
- A timetable of the project;
- A reference list;
- A rebuttal.