# Writing an Effective Research Proposal for University Student Admissions

**Subtitle:** A guide to writing a research proposal that is effective for university student admissions

## 1.0 Course Faculty Information

Name: Prof. Dr. M. Enamul Hossain
NSRIC Chair Professor in Sustainable Energy
NSRIC Inc., Toronto, Ontario, Canada

## 2.0 Course Information

| Course(s) Codes | EDU-R-C00385 |
|---|---|
| Class Days | Follow posting in NSRIC LMS system |
| Class Time | Follow posting in NSRIC LMS system |
| Course Credit Hours | 1 |
| Class Location | NSRIC online platform |
| prerequisites and/or co-requisites | n/a |
| Level /A, E, H, I, K12, M, P, S, T, U, V, W | T |

**Note:** The below classification of courses is related to any areas of knowledge:
**A**: Advanced level academic level courses; **C**: Canadian immigration and training courses; **E**: Executive courses; **H**: Higher-level courses (i.e., graduate courses); **I**: Intermediate courses (i.e., university preparatory courses – Grade XII+); **K12**: Foundational, and lower-level courses; **M**: Mid-level courses (i.e., undergraduate courses); **P**: Professional courses; **S**: Short/seminar courses; **T**: Training courses; **U:** Tutorial Courses; **V:** Vocational training courses; and **W**: Workshop courses.

## 3.0 Professor Information

| Name | Prof. Dr. M. Enamul Hossain |
|---|---|
| Title | NSRIC Chair Professor in Sustainable Energy |
| Contact Information | enamulh@nsric.ca; dr.mehossain@gmail.com |
| Office Location | NSRIC online platform |
| Office Hours | 10: 30 am – 11:30 am EST (Monday) by email appointment |

**Our Specializations:**

1. **ADK:** to create different avenues and opportunities for the **Acquisition and Dissemination of Knowledge**.
2. **BDM:** to create **Business Development and Marketing** relationships for the growth of the institution.
3. **CPS:** to facilitate **Cybersecurity Products and Services** and cybersecurity hands-on training for our students.
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## 4.0 Target Audiences

- o Any researcher, scientist, educator, student, and interested reader in any discipline.
- o University graduates, early career researchers, scientists, professionals, and mentors.
- o Any undergraduate and graduate student who is interested in writing research articles.

## 5.0 Course Description

This course introduces the audience to the fundamental concepts and requirements, as well as an insightful guideline on writing a research proposal in any field of study. The concepts, importance, structure of the proposal, mistakes in writing a proposal, critical parameters, and examples are blended through clear lecture notes, live sessions, learning activities, and understanding questions on the research proposal.

The proposal is one of the essential documents submitted as part of the university application process. Therefore, students should put sufficient time, effort, and energy into preparing the proposal. It is essential to fill the knowledge gap and ensure university admissions through this important application document. It is vital that this document is accurate, valid, high-quality, reproducible, and useful. As a result, getting a clear idea of how to write an effective research proposal is a central issue for getting graduate admissions.

Everyone wants to secure admission for his/her graduate studies. However, it is the student's responsibility to write an excellent research proposal. For that, students first need to produce high-quality and novel proposal. In reality, it is more complex and challenging than it is believed. To be successful, there are specific essential requirements that need to be completed. The course covers all loopholes in detail so that the proposal can secure admission in his/her field of study.

This course is a training resource guide and an excellent source for students, early career researchers, and scientists who want to learn concepts, key parameters, and criteria to fulfill the requirements of writing a high-quality research proposal. The course contains a total of three lectures, including a research project where each lecture comprises 20 to 25 PowerPoint presentation slides and PDF documents. The course is also designed with two quizzes. A certificate of completion will be awarded to the participant.

**Keywords:** peer review, writing skills, chronology, title, abstract, introduction, literature, methodology, knowledge gap, context, references, timeline, significance of research, bibliography.

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## 6.0 Course Learning Outcomes

Students who complete this course can achieve the following course learning outcomes (CLOs):

*Module I*

CLO1: Understanding the requirements for writing a research proposal for university admission.

CLO2: Ability to identify the essential elements of a research proposal.

CLO3: Understanding the process of mapping and structuring the research proposal.

CLO4: Ability to understand the research criteria for the research proposal.

CLO5: Navigating the process of preparing an excellent research proposal.

CLO6: The ability to comprehend, follow, and implement the proposal checklist to be succeeded.

## 7.0 How the course supports the attainment of student outcomes

| Student Learning Outcomes (1-6) | | | | | | |
|---|---|---|---|---|---|---|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| Moderate | Moderate | Moderate | Low | Moderate | Moderate | Excellent |

## 8.0 Course Materials

*Online course materials*
- Online presentation documents in PDF form.
- Audio/visual recording of lectures (Optional).
- Online tutorials and meetings with students upon request.
- Quizzes in the forms of True/False and MCQs for evaluation at the NSRIC online MLS system
- A project for the course completion
- Reading materials, if any, in pdf form

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## 9.0 Academic Integrity

Students are encouraged to have a look at the NSRIC's statement of academic integrity on the NSRIC website. It is noted that by signing this syllabus, you will acknowledge that you have understood that any detected plagiarism should be reported.

## 10.0 Assessment for Grade

This course is a professional course, not an academic course (i.e., K12 and university-level courses). Therefore, there will not be any assessment based on individual and team performance, as shown in Table 1. However, the course contains four quizzes and assignments to make the assessment. Students will receive a "*Certificate of completion*" after successful completion of the course.

**Table 1:** NSRIC grading system.

| Type of Assessment | Grade % |
|---|---|
| Participation/Engagement/Performance | 10% |
| Assignments | 0% |
| Quizzes | 20% |
| Research Proposal | 70% |
| **Total** | **100%** |

**Important Note:**
  i)   The below classified courses (i.e., academic courses) will only be evaluated based on the grade system shown in Table 2. A grade and certificate will be issued for the student(s) and participant(s).
       **A**: Advanced level academic level courses; **H**: Higher-level courses (i.e., graduate courses); **I**: Intermediate courses (i.e., university preparatory courses – Grade XII+); **K12**: Foundational, and lower-level courses; **M**: Mid-level courses (i.e., undergraduate courses).
  ii)  The below-classified courses will **not** be evaluated based on the grading system shown in Table 2. A certificate will be issued for the student(s) and participant(s).
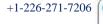
       **E**: Executive courses; **P**: Professional courses; **S**: Short/seminar courses; **T**: Training courses; **U:** Tutorial Courses; **V:** Vocational training courses; and **W**: Workshop courses.

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*Participation/Engagement/Performance*

Your participation in every aspect of the course is important for the learning process. Your engagement in every discussion in the course, and due delivery of all practices will be fruitful. These efforts from your side will reflect your performance in the course delivery and your commitments. This performance is the reflection of your dream grade!!

At the end of the term, below Table 2 will be used for translating your marks into a "Latter Grade" based on the NSRIC grading policy.

## 11.0 Advice and additional requirements

*I advise you to:*
- Please contact me if you need any help.
- Students are expected to attend all scheduled online lecture classes.
- Students are expected to study from the course materials and/or textbooks which will help to easily read and understand.
- Students are encouraged to write their own notes during lectures/presentations (pdf PowerPoint presentations, and additional materials if any).
- Students are encouraged to attend online platform classes on time because late attendee disrupts the flow of the class for both the instructor and the other students.

**Table 2:** NSRIC grading system.

| Marks | Letter Grade | Points | Description |
|-------|-------------|--------|-------------|
| ≥ 93 | A+ | 4.00 | Outstanding |
| ≥ 90 | A | 3.75 | |
| ≥ 87 | A- | 3.50 | Excellent |
| ≥ 84 | B+ | 3.25 | Very good |
| ≥ 81 | B | 3.0 | |
| ≥ 78 | B- | 2.75 | Moderately Good |
| ≥ 75 | C+ | 2.50 | Good |
| ≥ 72 | C | 2.25 | |
| ≥ 69 | C- | 2.0 | Moderately Good |
| ≥ 66 | D+ | 1.75 | Pass |
| ≥ 63 | D | 1.50 | |
| ≥ 60 | D- | 1.25 | Poor Pass |
| < 60 | F | 0 | Failing |

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*Additional information (During the Online Course offering Period)*

- o The PowerPoint course materials and video lectures will be available on the NSRIC Platform.
- o There will be scheduled discussion/tutorial sessions based on the request at the class scheduled time. All students must attend this session (Need the student's email request).
- o There will be an office hour for students on Monday from 10:30 am to 11:30 am EST (Toronto, Canada time). Students need to send an email request so that a Zoom meeting can be arranged. In addition, any time students can set up an online appointment (i.e., phone, zoom, or other mode of communication) based on the availability of the course instructor. However, students should request an email to set up this type of meeting.

## 12.0 Course Topics

- o An introduction
- o Criteria and critical parameters for writing a research proposal.
- o Guideline on proposal preparation including common mistakes.

## Requirements/Instructions

Students are advised to register for all drilling engineering modules courses to become a master in the subject area.

## 13.0 Course Contents and Schedule

| Lec. No. | Module | Topics | Remarks |
|---|---|---|---|
| **Module I** | | | |
| 01 | Introduction | Course details and introduction of research proposal | |
| 02 | Guideline | Lecture 2 Research Proposal Preparation Guideline 1 | Quiz 1 |
| 03 | Guideline | Lecture 3 Research Proposal Preparation Guideline 2 | |
| 04 | Project | Guideline on course project | Quiz 2 |
| **Final Project – The proposal submission date is within two weeks of the course completion** | | | |

**Prepared** by Prof. M. Enamul Hossain, NSRIC Chair Professor in Sustainable Energy, Dept. of Petroleum Engineering, OE Division, NSRIC Inc., Toronto, ON, Canada.

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