

<b>Student's Name :</b>	<b>Batch:</b>				
<b>Project Title:</b>	<b>Group:</b>				
<b>Checklist for Proposal</b>					
<b>Title / Background:</b>					
Title is complete (What, Who, Where & When)	1	2	3	4	5
General background about the topic including definitions was given	1	2	3	4	5
Information given regarding what is known about the topic globally	1	2	3	4	5
Information given regarding what is known about the topic locally	1	2	3	4	5
Significance / Rationale for the study mentioned	1	2	3	4	5
Aim / purpose of the study stated at the end of the introduction	1	2	3	4	5
Main problem / research question stated	1	2	3	4	5
<b>References:</b>					
Overall adequacy of references (numbers, relevancy, etc.)	1	2	3	4	5
Numbered consecutively (Vancouver) or author, year stated (APA)	1	2	3	4	5
References listed at the end are in a uniform style i.e. either Vancouver or APA style of referencing	1	2	3	4	5
<b>General Criteria (Introduction):</b>					
Assignment is typewritten	1	2	3	4	5
Student has used his own wordings (paraphrasing)	1	2	3	4	5
Paragraphs structured appropriately (3 to 4 paragraphs)	1	2	3	4	5
Length of paragraphs appropriate	1	2	3	4	5
Sentences are structured appropriately	1	2	3	4	5
Font size 12 (throughout the assignment)	1	2	3	4	5
Font style uniform (Arial / Times New Roman)	1	2	3	4	5
Lines are justified	1	2	3	4	5
Sentences are in running sentences and not in bullet form	1	2	3	4	5
Double line spacing	1	2	3	4	5
<b>Aim:</b>					
Represents the title of the proposed research study	1	2	3	4	5
Stated as a general objective	1	2	3	4	5
<b>Objectives:</b>					
Stated as specific research objectives (Not expected outcomes)	1	2	3	4	5
Measurable action verbs used for each specific objective	1	2	3	4	5
<b>Study Setting:</b>					
Relevant description of the setting given e.g. no. of beds / doctors and patients per day / week / year (for clinical settings) OR other relevant background for community / academic settings	1	2	3	4	5
<b>Study Subjects:</b>					
Relevant background given of the study population e.g. age, gender, nationality, educational background, etc.	1	2	3	4	5
Inclusion criteria for selection of subjects described clearly	1	2	3	4	5
Exclusion criteria (if required) - Not just opposite of the Inclusion criteria	1	2	3	4	5
<b>Study Design:</b>					
Mentioned appropriate epidemiological OR qualitative study design	1	2	3	4	5

<b>Sample Size:</b>					
Required sample size is stated clearly	1	2	3	4	5
Statistical criteria stated for selecting the sample size i.e. 95 percent confidence level, estimated population prevalence, margin of error OR # of patients per month / year (for chart review)	1	2	3	4	5
<b>Sampling technique:</b>					
Stated clearly as probability / non-probability / census (all the pop'n)	1	2	3	4	5
<b>Data Collection Methods:</b>					
Explained clearly regarding <b>HOW</b> the data will be collected (Interview/Self-administered/Observation/Chart review/etc)	1	2	3	4	5
Mentioned <b>WHO</b> will collect the data and <b>WHEN</b>	1	2	3	4	5
Main Outcome and Grouping variables appropriately identified	1	2	3	4	5
All variables related to the study objectives clearly identified	1	2	3	4	5
Data collection instrument / questionnaire attached with the proposal	1	2	3	4	5
<b>Data Analysis:</b>					
Mentioned the computer program to be used for data entry / analysis	1	2	3	4	5
Statistical methods to be used for presentation of descriptive statistics	1	2	3	4	5
Specified appropriate statistical tests to be used for inferential statistics + epidemiological measures of association (if applicable)	1	2	3	4	5
Relevant values given for significance level (p-value) / confidence intervals / correlation coefficients / etc.	1	2	3	4	5
<b>Ethical Considerations:</b>					
Identified appropriate ethical issues related to the research study	1	2	3	4	5
Addressed the issues related to confidentiality / anonymity	1	2	3	4	5
Mentioned how the data / forms will be safeguarded	1	2	3	4	5
<b>Work Plan:</b>					
Main headings covered i.e. Data collection, Data entry, Data analysis, Report writing, Presentation	1	2	3	4	5
<b>Comments from the reviewer(s)</b>					