**Undergraduate Research and Innovation Scheme (URIS)**

**Research Proposal Form**

[To be filled out by the Applicant and not to exceed four A4 pages (single-line spaced)]

**NOTES TO APPLICANTS**

1. The components of this proposal template can be revised and finalised with the project supervisor according to the project nature.
2. Delete “Purpose” and “Tips” under each section when submitting this form.

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| **Student Name:** | **Dept:** |
| **Name of Proposed Chief Supervisor:**  | **Dept:** |
| **Name of Proposed Co-supervisor (*if any*):** | **Dept:** |

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| **1. Project Title** |  |
| **2. Project Objectives****Purpose:** Summarise the purpose of the proposed project, give the reader a general sense of the problem(s) or idea(s) your project will address. *This section lets you answer the* ***what*** *question.***LightbulbTips:*** Start with a summary of the objectives, but write this paragraph last as it is a summary.
* You can then go into the details on the objective(s) your project hopes to achieve in the following paragraphs.
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| **3. Background****Purpose:** Summarise the work that has been done in the area and how your work fits in or adds to the field. *This section lets you answer the* ***why*** *question.* **LightbulbTips:** * Start by discussing with your supervisor the *key* references and *most essential* readings on the topic.
* Be sure to synthesize from your sources as this section should read more like a story than a list to explain where your project will fit in the narrative.
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| **4. Project Plan****Purpose:** Summarise how you will accomplish the goals described in your project objectives. Although this plan is provisional, it is still a good idea to have a concrete timeline with some specifics at this stage. *This section lets you answer the* ***how*** *question.***LightbulbTips:*** You should consult your supervisor on the kind of research methodologies you will use in this project so you can have a realistic timeline according to the steps that are required.
* Guiding question: Suppose you are not the one who is conducting this project, what instructions will you give for others to carry it out?
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| **5. References****Purpose:** List the sources you are citing in your proposal.**LightbulbTips:*** Use the citation style (APA, MLA, Harvard, IEEE, etc.) that is commonly used in your discipline for both the in-text citations and the reference list.
* Reference management tool: <https://www.lib.polyu.edu.hk/research-support/tools/ref-management-tools>
* Your references do not count towards your 4-page limit.
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