

Research Proposal Evaluation Guide

| Criteria | Excellent (9 - 10) | Good (7 - 8) | Satisfactory (5 - 6) | Unsatisfactory (3 - 4) | Missing (0) or very unsatisfactory (1 - 2) | Score |
|---|--|---|---|---|--|--------------|
| Selection of publications and development of research question | Thorough literature review with the gap in knowledge clearly identified, the rationale of study and the research question are clearly articulated. | Literature review include most key references and the gap in knowledge are identified, however, the rationale of study or the research question lack some clarity | Literature review overlook some key references so that the gap in knowledge is insufficiently identified, the rationale of study and the research question are articulated but need further clarification | Literature review is insufficient and the gap in knowledge is insufficiently identified, the rationale of study and the research question lack clarity and are insufficiently supported by literature | Neither implicit nor explicit reference is made to the topic or purpose of the research proposal. Or no background information available | /10 |
| Conceptual model and methodology / study design | Methodology/study design is appropriate, conceptual model is clearly outlined; sampling procedures, measurement tools and intervention protocol are clearly described and are critiqued, data collection and analysis are correctly identified | Methodology/study design is appropriate, conceptual model is partially outlined; sampling procedures, measurement tools and intervention protocol are sufficiently described but not critiqued, data collection and analysis description lack precision | Methodology/study design and conceptual model is identified but not in sufficient depth, some aspects of measurement tools, intervention protocol are identified but incomplete, data collection and analysis procedures have some flaws or are incorrectly identified, no critical approach to measurement tools is made explicit. | Methodology/study design and conceptual model is insufficiently described. Description of measurement tools, intervention protocol, data collection and analysis are insufficient, and only some limitations of tools and procedures are identified | Methodology/study design and conceptual model is not described or incorrectly described. Description of measurement tools, intervention protocol, data collection and analysis are lacking or insufficient, no limitations of tools and procedures are identified. Or there is no method section | /10 |

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| Feasibility | Feasibility of project is clearly demonstrated, considering the imposed constraints (e.g. time, budget) | Feasibility of project is demonstrated, but lacks some details regarding imposed constraints (e.g. time, budget) | Feasibility of project is insufficiently demonstrated, but shows some details regarding imposed constraints (e.g. time, budget) | Some of the constraints are taken into consideration in the proposal but feasibility is not sufficiently demonstrated | None of the constraints are taken into consideration in the proposal. The study is not feasible, or feasibility is not described | /10 |
| Writing skills | Proposal (incl. abstract) contains all essential information and is written in a concise manner using proper format, organization, clarity, succinctness, very few errors in sentence structure and grammar, all references are correctly cited in the proposal (in text and/or reference list) | Proper format, organization, clarity, succinctness, but is missing some information and some errors in sentence structure and grammar, a few references are not correctly cited in the proposal (in text and/or reference list) | Writing style is acceptable but not always clear and concise, several errors in sentence structure and grammar exist throughout the text, lack of clear citation rules applied to the research proposal. The abstract contains some information but is incomplete, and lacks clarity | The abstract gives limited information and writing is not concisely written, style is unclear, errors are common in sentence structure and grammar throughout the text, citations are inconsistently applied to the research proposal | Research proposal is difficult to read, misspelled words, incorrect grammar, improper punctuation, references are omitted or incorrectly cited in text or in the list. The abstract gives no information what this proposal is about or is missing | /10 |