

## Common and Easily Correctable Proposal Problems:

1. major APA style elements
  - a. title page
  - b. running head
  - c. 1" margins
  - d. double spacing
  - e. no double double (i.e., quadruple) spacing
  - f. bold and italics in appropriate places
  - g. citations in text
  - h. headings levels
  - i. stranding
2. When to start a new page
3. title relating IV and DV
4. abstract information (see p. 26 APA manual)
5. Does Intro have funnel structure?\*
6. are at least 2 miniannotations present?
7. transition paragraph into thumbnail sketch (usually states a problem, question)
8. thumbnail sketch
  - a. Hypothesis, research question, or issue. And what is the design?
  - b. Groups or conditions or comparisons or variables
  - c. IV & DV
  - d. Justify or motivate the research (what is the point, other than idle curiosity?)  
What is the scientific merit?
  - e. What is new, unique, different? How does the proposal differ from previous research? Be specific. "My project is unique because little research has been done in this area." If you use such a sentence, be sure to follow it by carefully describing the "little research" that HAS been done, and show how your project extends these projects.
9. design stated in Method?
10. figures v. tables. Table title and figure captions
11. editing for formal language and conciseness

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**\*funnel structure:**

Refer to the handout on proposal structure which details the structure of the intro.

Start with background information, then describe some studies in detail. Make sure that the reader becomes aware that there is something missing, something we don't know. This part of the intro should work to develop the necessary ideas, and the necessary hypotheses, in the reader's mind so that the thumbnail sketch makes sense and seems logical.

Then as you begin the thumbnail sketch, write a transition sentence that might have the following structure: "As the studies discussed above show, we know a, b, and c. However, we do not yet know x, y, or z." Then do the thumbnail sketch.

Funnel structure, transition, and thumbnail sketch are IMPORTANT for a good grade.