

Instructions for Filing Thesis/Advanced Biological Project Proposal Form

A *Thesis Proposal Form* or *Advanced Biological Project (ABP) Form* must be completed and submitted with your *Graduate Degree Plan* to be processed for appropriate signatures. Contact the secretary, Cyndi, at 309-298-1546 (or via email at CS-Drasites@wiu.edu) and she will assist you in working through the details for submitting your *Graduate Degree Plan* and *Thesis/ABP Proposal* documentation in the appropriate format. The *Proposal* form is self explanatory, but remember the following:

- Circle either “Thesis Proposal” (if you are a thesis student) or “Advanced Biological Problem Proposal” (if you are a non-thesis student) at the top.
- Provide a summary of the proposed research; consult your advisor and committee about the length and detail they require. Attach extra sheets if necessary. See below for format.
- Get the signatures of your advisor and the rest of your committee before you turn the form in to the graduate coordinator.
- Turn in the *Proposal* form and your *Graduate Degree Plan* at the same time.

It is strongly recommended that you meet with your Committee initially and at least once a semester to keep them informed on your progress. This should help avoid any problems and misunderstandings while your research is completed.

Format for Thesis / ABP Proposal

The following outline is provided as a general template to help you get started on your proposal. NOTE that your advisor and committee will determine exactly what they want your proposal to contain, so use this document as a guideline. But, as always, you need to make your advisor and committee members happy. We have no minimum or maximum size for the proposal, but you should expect to write at least 1 or 2 pages; again, it’s up to your advisor and committee.

The proposal should contain the following sections:

Introduction

- What is the big question you are trying to answer?
- Why is what you are doing interesting and important?
- What sort of previous research has been done in this area? (note that citations are appropriate for the proposal; make sure you include a literature cited)
- What is your hypothesis?

You might want to create a bulleted list of specific goals or objectives in this section.

Methods

- Where is your study area (if appropriate)?

- How are you going to pay for everything?
- What sort of time frame do you expect?
- What is your experimental or study design?
- What kinds of data are you going to collect?
- What kinds of statistics are you going to run?

The more details you have in this section, the better; we want you to think long and hard about your research so that you can minimize problems.

Expected Results

- What do you think is going to happen?
- What problems do you anticipate?

Literature Cited

- See the thesis guide for formatting suggestions.