

The document will assist you in designing your educational scholarship. A SOTL Proposal is a complete description of the intended scholarship, usually developed in collaboration with one's department chair¹. Thoughtfully designed, the proposal will demonstrate convincingly that the study will contribute to generalizable knowledge.

Consider the proposal as the draft to a manuscript, an abstract, presentation.

The full proposal consists of the following:

- Title
- Brief Introduction
- Background and statement of the problem (this in the light of a thorough literature review)
- Scholarly question / hypothesis / aim and objectives
- Study design
- Study population and sampling
- Data collection methods and instruments
- Data analysis methods – if applicable, statistical planning must be fully addressed.
- Mechanisms to assure the quality of the study – e.g. control of bias, safe storage of data
- Timetable for completion of the project
- Participants in the study – all people involved in the study, and the role they play, should be identified.
- Ethical considerations
- Resources required for the study, including budget if applicable
- References
- Appendices (copy of questionnaire, consent forms, etc.)

WORD VERSION OF THE FILE IS AVAILABLE ON THE “CHSU TEAM” SITE



TYPE THE TITLE OF YOUR PROJECT HERE

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Abstract

Do not use abbreviations or insert tables, figures or references into your abstract. The abstract generally should be in the range of 250-400 words.

Background

Methods

Results

Discussion and Conclusion

Problem Statement

Please fill out this section.

Overview

Scholarship Question/Hypothesis

Objectives and Aims

Please fill out this section.

Overall Objective

Specific Aims

Background and Significance

Please fill out this section.

This is your literature review

Scholarship Design and Methods

Please address each element: if you cannot answer because the element is not applicable, indicate “N/A.” Consult colleagues if you cannot fill because you do not have an answer. Note that the data management section is extremely important in human subject scholarship.

Overview

Population and Study Sample

Sample Size and Selection of Sample

Sources of Data

Collection of Data

Data Management

Data Analysis Strategies

Ethics and Human Subjects Issues

Timeframes

Strengths and Weaknesses of the Study

Please fill out this section

Educational Significance

*Please address each element: if you cannot answer because the element is not applicable, indicate "N/A."
Consult colleagues if you cannot fill because you do not have an answer.*

Significance to CHSU

Significance to Other Institutions

Budget

*Please address each element: if you cannot answer because the element is not applicable, indicate “N/A.”
Consult colleagues if you cannot fill because you do not have an answer.*

References

Please fill out this section. If you cannot add references, please contact the CHSU Health Sciences Library for assistance.

Appendices

Please fill out this section: if there are no appendices, indicate “N/A.” Consult colleagues if you cannot fill because you do not have an answer.

Appendix 1: Questionnaire (for example)

Appendix 2: Etc.

Please note: Those experienced in SOTL may feel comfortable in developing the scholarship alone, but some collaboration and feedback during the process is always encouraged.

