

10 STEPS TO WRITING A PhD CONCEPT PAPER		MARK
1	<p>Define the title of your study.</p> <p>The first step in writing a concept paper is defining the title and purpose of your study. What will your research be about? What are you trying to accomplish through it?</p> <p>The title and purpose of your study will set the foundation for your concept paper. This part should be concise and clear so that readers understand the basis and significance of your research. When formulating the title, ensure it accurately reflects the focus of your entire research study.</p>	5
2	<p>Describe the background and scope of your study.</p> <p>The next step is to provide an overview of the background information of your study topic and explain how it relates to your proposed project.</p> <p>When describing the background of your study, you need to provide some context about why this topic is important enough to warrant academic inquiry.</p>	5
3	<p>Identify the problem statement.</p> <p>Identify a problem statement that outlines what issue/s or gaps in the knowledge you are attempting to address through your research project.</p> <p>Your problem statement should be precise and concise so readers can easily understand what they can expect from reading further.</p> <p>Here, you should make it clear why there's a need for further investigation in your chosen field and how your research will contribute new insights into existing knowledge.</p>	5

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4	<p>List your goals and objectives.</p> <p>Now that you've established your problem statement, you need to outline the specific goals and objectives that will guide you through your research.</p> <p>Here, you outline what steps you'll take and what specifically you hope to achieve in every stage of the study. This could mean anything from creating new theories, testing existing theories or models, exploring the techniques used in other studies, etc.</p> <p>Your goals and objectives will give the readers a heads-up about what outcomes they can expect from the project.</p> <p>Ensure whatever goals and objectives you list are measurable and achievable within the scope of your research study.</p>	5
5	<p>Formulate research questions.</p> <p>Next, formulate detailed research questions (and accompanying hypotheses) based on the topic you plan to explore.</p> <p>These questions should include the variables you plan to manipulate or measure during data collection. Ensure the questions are clear and written in simple language so readers can understand what you'll address through the study.</p> <p>Also, don't forget to create hypotheses for every research question you write. These are specific claims that will act as the starting points for further inquiry and potential conclusions for the study.</p>	5

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6	<p>Explain the theoretical framework of the study.</p> <p>Once you've formulated your research questions, the next step is to explain the theoretical framework or foundational concept of the study.</p> <p>Identify and briefly explain the theories that inspired you and connect them back to your intended study.</p> <p>This will set out the context of your project and show that you've read and understood existing knowledge on the subject. This theoretical knowledge will come in handy if your application is accepted.</p> <p>Highlight any existing studies or theories related to your topic so that readers understand why you have chosen it as part of your Doctoral research.</p>	5
7	<p>Write a brief literature review.</p> <p>The next step is to write the literature review. Here, you identify information and existing knowledge from previous studies and other published articles.</p> <p>Your literature review should also include summaries or reviews of key texts related to your topic. You can get information for this section from peer-reviewed articles and online journals.</p> <p>Remember, all the evidence presented must be appropriately cited and referenced using 7APA style (American Psychologic Association) and a reference list added at the end of the concept paper.</p>	5

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8	<p>Describe the proposed research methodology.</p> <p>After writing the literature review, go ahead and describe the research design and methodology you'll be employing.</p> <p>Some of the critical details to include in this section include:</p> <ul style="list-style-type: none"> • What data collection methods you'll use? • How many participants are anticipated? • What data analysis methods will you use? (e.g., qualitative versus quantitative). <p>Be sure to highlight any ethical considerations involved in your research methodology. For instance, explain the informed consent procedures you'll use if your research involves human participation.</p> <p>Also, explain how you'll minimize the potential risks associated with participating in your research activities.</p>	5
9	<p>Ethical considerations in research.</p> <p>Ethical considerations in research are a set of principles that guide your research designs and practices. These principles include voluntary participation, informed consent, anonymity, confidentiality and potential for harm.</p> <p>You are to briefly describe how you address the above principles.</p>	5
10	<p>Explain the significance of the study (and its implications).</p> <p>Now that you've explained the methodology, it's time to let the readers understand why this study is important and why it makes a significant contribution to existing research.</p> <p>Additionally, explain how this study will impact theory development and its significance for policymakers or practitioners in your field of study.</p>	5

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	You should also discuss any potential implications of conducting this research (e.g., ethical considerations or political ramifications).	

The concept paper must be written as a separate document using the above to guide you.

After completing the paper, revise it to ensure everything is clear and accurate with no typos.

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	REVIEWER/S COMMENTS	MARK out of 5
1	Define the title of your study.	
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5	Formulate research questions.	
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7	Write a brief literature review.	

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8	Describe the proposed research methodology.	
9	Ethical considerations	
10	Explain the significance of the study (and its implications).	

Score	Outcome
0	Absent
1	Significantly weak/lacking insight/incorrect/inappropriate
2	Limited/weak. Not ready for PhD
3	Adequate/shows potential
4	Good/demonstrates insight
5	Excellent/innovative/creative

Total mark /50 %

Further comment/s from Reviewer/s

Reviewer:

Date:

Signature: