

Checklist for Writing a PhD Thesis Proposal



This is a checklist created for all PhD students struggling to write their thesis proposals. The checklist covers the main components of the thesis proposal: front matter, chapter 1-3, and back matter, as well as formatting of the thesis. I hope you find it useful.

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Resourceful Scholars' Hub

FRONT MATTER

- Title page.
- Declaration by candidate and approval of thesis.
- Abstract.
- Table of contents.
- List of figures.
- List of tables.
- List of abbreviations.
- Acknowledgments.
- Dedication.
- Title page is not numbered.
- Other front matter pages numbered in Roman.

CHAPTER 1

- Introduction to the chapter.
- Background to the study.
- Statement of the problem.
- Justification for the study.
- Significance of the study.
- Research objectives/research questions.
- Scope of the study.
- Limitations and delimitations of the study.
- Definition of key terms.
- Chapter summary.

CHAPTER 2

- Introduction to the chapter.
- Theoretical review.
- Empirical review.
- Conceptual framework.
- Research gaps.
- Chapter summary.

CHAPTER 3

- Introduction to the chapter.
- Research design.
- Population and sampling.
- Data collection methods and tools.
- Ethical considerations.
- Data analysis methods and tools.
- Limitations of the study.
- Chapter summary.

BACK MATTER

- References list is complete.
- Referencing style recommended by my university.
- Appendices complete.

FORMATTING

- Use of university's style guide to format the proposal.
- Page numbering accurate.
- Labelling and formatting of headings accurate.
- Labelling and numbering of tables, figures, formulas and others correct.
- Fonts and spacing correct.

&NB!!!