

EDU651 Course Project-Action Research Proposal Final Submission Guidelines

The final draft of your Research Proposal should incorporate the progress from all the previous four drafts, and should be coherent and comprehensive. The formatting of the final draft will follow the APA guidelines from the course text book: *Concise Rules of APA Style*. (2005). Washington, DC: American Psychological Association (ISBN 1-59147-252-0)

Required Components for the Final Course Project

All research proposals are composed of the following parts:

1. Title Page (see sample on p.2)
2. Abstract (on a separate page)
3. Text pages (about 15-20 pages double spaced in length).
4. Reference (only works that that you cited in the text)
5. Bibliography (starting from a new page. A list of works that is relevant to your research, both for current use and for future use)
6. Appendices (starting from a new page. Appendix A, Appendix B, and so on)

Length: About 15-20 pages double spaced for text.

Font: Use 12-point font. 10-point font may be used for footnotes, subscripts and tables. Commonly used fonts such as Times New Roman or Arial are suggested. Other fonts may be used but fancy fonts that are hard to read are not suggested.

Spacing and Margins:

- Suggested margins: Top, Bottom, Left and Right: 1". Spiral bound.
- The abstract and the general text of the manuscript must be double-spaced.
- Single-space each bibliographical entry and double-space between entries.
- Single-space may be used for long tables, long quotations, footnotes, appendices

Header: Put header on each page. The text for the Header: title of your proposal - or the key words, followed by the page number (page x of y) (please refer to the Final Project Format).

What to submit

Students are required to hand in **1** printed copy of their final research proposal, together with **3** favorite/best research articles most relevant to the study and bound together with the proposal at the very end of the whole copy. The instructor will keep the copy of the research proposal submitted as records.

Submission date

In Class on Week 16th, May 8th, 2007