

IGA – Academic and Project Writing

Seminar 10

Homework Task from seminar 9:

1. Think about your own point in the research project. Write a few paragraphs outlining what your research topic is, why it is important / relevant and what type of grant you are applying for.

* Highlight some of the important points about your research that you would like to emphasise to the review board in order to have your proposal accepted.

* Upload the article onto MS Teams so we can review it next session with the class group (please save in the same format as previously).

Writing a Research Proposal

1. What are some differences between academic writing and proposal writing?

* Discuss your ideas with the group

2. Features of general academic writing and proposal writing

* Look at the aspects of writing and identify the ones that characterise general academic style (e.g. journal article) and the ones that characterise project and grant proposal style better?

- | | |
|--|---|
| a) research-centred | b) future oriented (what is planned to be done) |
| c) sponsor centred | d) individualistic (often writing individually) |
| e) service attitude | f) past oriented (what has been done) |
| g) scholarly passion | h) impersonal (objective, dispassionate) |
| i) persuasive (sell to readers) | j) specialised terminology/jargon appreciated |
| k) brevity rewarded (strict length constraints) | l) verbosity rewarded (length isn't constrained) |
| m) personal (conveys excitement) | n) accessible language clear to broad audience |
| o) expository (explaining to readers) | p) team-oriented (based on feedback) |

3. Characteristics of research proposal writing:

* Consider the statements below, discuss whether you believe they are true or false and why:

- Sentences are always longer in a grant proposal, because more time is needed to sell the research concept to the readers.
- key phrases are underlined or in bold to make them stand out.
- Lists are never printed in bullet style because it's considered to be too informal.
- There is inadequate room in a research proposal for tables, graphs and figures to be included to any great extent.
- The writing style needs to be energetic, lively, persuasive yet clear and direct.
- There are more technical terms used in a proposal in order to convey a deep understanding of the topic quickly to the reader.
- The content of a research proposal defines completely whether it will be successful or not.
- It is essential to engage the reader strongly from the outset in a research proposal.

4. Academic writing vs proposal writing

The table below compares and contrasts these two styles of writing – as discussed above:

Academic Writing	Proposal Writing
Scholarly pursuit – individual passion	Sponsor goals – service attitude
Past orientated – work that has been done	Future orientated – work that should be done
Theme centred – theory and thesis	Project centred – objectives and activities
Expository rhetoric – explaining to the reader	Persuasive rhetoric – selling to the reader
Impersonal tone – objective / dispassionate	Personal tone – conveys excitement / necessity to the reader
Individualistic – primarily a solo activity	Team focused – feedback needed
Few length constraints – verbosity rewarded	Strict length constraints – brevity rewarded.
Specialised terminology – insider jargon	Accessible language – easily understood

(Porter, 2007)

5. Outline of a Research Proposal

The below steps outline a research proposal of neutral content, suitable for many types of proposal.

* *Match the descriptions to the correct section of the proposal, and number in the appropriate order that they should appear.*

* *Why are each of these sections important to be included in a proposal?*

<i>purpose of the study</i>	<i>research questions or hypotheses</i>	<i>introduction</i>
<i>methods and procedures</i>	<i>references</i>	<i>statement of the problem</i>
<i>limitations</i>	<i>significance</i>	<i>literature review</i>

This section discusses what may be the expected boundaries or limits that may arise in your research.

This section describes the analytical approach that you intend to use. The problem is fully described as it relates to the research topic, and it proposes the question as to why the research should be carried out.

This section discusses information already known about the subject and gives the study context. It reviews other important research that may be linked to the current study being discussed and provides a research strategy, including what sources will be used.

This part of the text is responsible for grabbing the readers attention by outlining the relevance of the topic. It then goes on to outline brief background information, to explore any background research on the topic, to describe the type of research taking place (qualitative or quantitative) and links to the thesis statement.

This section outlines and describes in detail the methods that will be used to prove your hypothesis. It discusses the important variables that need to be controlled in the study in order to prove a valid hypothesis.

All of your reference material is appropriately detailed and listed in this section.

This section discusses why and how the research study is significant in the context of the background knowledge and information on the topic.

In this section the hypothesis or hypotheses are described. Any further research questions or objectives that are linked to your research hypotheses are further outlined here, and any possible testable theories that may support your hypotheses are discussed.

Here, a well crafted and thoughtful discussion of the importance and reasons for the study to be completed are described. The hypothesis and any surrounding questions will be discussed, and a more detailed picture of the type of research being carried out and the instruments of research that will be used (eg surveys, interviews, questionnaire etc) is elaborated on. It often begins with the statement: "The purpose of this academic research study is....".

*** *What other sections / information may need to be included in a proposal?***

6. How long is a research proposal?

** Discuss your experience with the group*

Varies a lot depending on the university and topic of study – Important to check with the university / faculty etc.

Often in the range 2-3000 words, can be longer even for a detailed PHD proposal (5-8000 words).

7. Grammar in ~~the~~ English Writing

** Think about and find the mistakes in the below questions....*

- What is aspect of English you find most challenging when you write?
- Do you find using the English Grammar a difficult?
- What would you like to improve in your writing?
- Do you make the mistakes when you're writing email?
- Do you get confused with the English articles?

7.1. Use of Articles in English – common mistakes

1. Use a / an with a singular, countable noun:

There's been **an** accident, there is **a** young boy over there who, we want to do **an** experiment...

NOT – we want to do experiment, there's been accident.....

2. You can't usually use a / an with uncountable nouns:

I'm sorry, I don't have time right now, Ok let's go, do you have any luggage? Oh, you have really nice furniture in here...

NOT – I don't have a time now, you have a really nice furniture, there was a research....

3. When a noun is first mentioned, use a/an, when it's already been mentioned we use the:

There's been **an** accident.....Oh really? What happened in **the** accident?

There is **a** young boy over there....Is that **the** young boy you were talking about?

We want to do **an** experiment....How did **the** experiment go yesterday?

4. We use the when referring to something specific (individual or group)

I've sent him **the** letter that we discussed, Where is **the** money that I put on the table? He belongs to **the** band that I was telling you about, **the** control group and **the** experimental group...

NOT – I've sent him letter that we discussed, where is a money I put on the table, subjects from control group were tested....

8. Tips on writing a winning Proposal - articles practice

* Read the following paragraphs giving some valuable tips on writing an effective research proposal.

* Training on English articles: complete the gaps below with the appropriate a, an, the or zero article.

A research proposal for academic writing analyzes ____ topic and proposes ____ hypothesis for that topic. You will normally see this sort of proposal as ____ precursor to ____ doctoral dissertation or ____ master's degree level thesis paper.

The proposal will introduce what ____ research proposes to do and/or prove. It will also give ____ in-depth account of the methods and theories that will be used to support ____ hypothesis within ____ project, including a review of relevant literature. Note that ____ same principles of proposal writing apply whether ____ project in question is strictly informative or is in pursuit of ____ persuasive point.

Step 1: Review the Literature

If you're writing ____ dissertation or thesis, you are almost certainly required to conduct ____ literature review. Even if the parameters of your assignment don't require a separate literature review, writing one will make your paper both easier to write and higher in ____ quality.

By reviewing ____ current literature on your topic, you can narrow down your focus and establish ____ hypothesis that has not yet been ____ substantively addressed. A review will also bring you up to date on the current state of study in ____ topic area.

Step 2: Create a Hypothesis

With ____ little luck, having reviewed ____ literature on your area of study, ____ idea will jump out at you. Hopefully, this idea is both interesting to you personally and deserving of further study on ____ larger scale. Write it down. Get comfortable with it, because your life for the next few weeks or months will be dedicated to exploring this topic. Make absolutely certain that you assert ____ testable, falsifiable claim.

Step 3: Craft Your Methodology

Your hypothesis must be falsifiable and your methods must act as ____ test of whether or not your hypothesis is ____ false. If it is, don't shy away from saying so. A "failed" hypothesis is not ____ failed paper. Asserting that your data says something different than it actually does is a failed paper, not to mention ____ academic malpractice. Keep your methods rigorous and be real about what they say.

Step 4: Write an Abstract

At this stage, you have at least ____ two vital tools for your paper: ____ hypothesis and ____ methodology. ____ third and final element is your abstract.

A good abstract is vital to rigorous writing. Over the course of the 10 or 50 or 500 pages of your paper, this 300-word paragraph is what will keep you honest. ____ abstract is ____ simple, straightforward statement of what your hypothesis is, what methodology you intend to use, what limitations those methods may have, why your results will be important, and to ____ whom.

If that sounds simple, that's because it is. Writing ____ abstract is easy. Confining your proposal solely to what your abstract says - and let's be clear, that's exactly what you'll be judged on - is ____ tricky part.

Step 5: Outline

This may seem intimidating. You've got your hypothesis, your methodology and your abstract. If you've gotten this far in your studies, you probably know how to format ____ research paper. But this isn't just ____ research paper. It's your proposal. It's ____ big one. ____ great place to start is with reviewing our sample outline below.

Step 5: Write

In some ways, this is ____ easy part. That's ____ purpose of all that prep work. With your literature review in hand, your hypothesis defined, your abstract keeping you honest, and your outline laying down ____ structure, all you really have to do is fill in ____ blanks. Be concise, be declarative, present your method, limitations and significance with confidence, and you'll be set.

Homework Tasks

** Exercise 1: Put in the or a/an where necessary. If no word is necessary, leave the space empty.*

HOW TO WRITE ___ GRANT APPLICATION – ___ STEP-BY-STEP GUIDE

___ following strategies and procedures will help you produce ___ proposal that is not only ___ impressive professional document, but also ___ well-ordered plan for ___ valuable research.

Beginning your proposal on ___ sound foundation means finding out everything you possibly can about ___ agency offering ___ research grant. Their ideals, aims, activities, members and publications will all be important and should be considered in relation to ___ intended research project. ___ relatively clear idea of what that research will be is therefore also necessary.

After learning about ___ grantor, you will need to find ___ information about ___ specific grant you are hoping to receive. Any forms or templates that require ___ completion along with ___ instructions and guidelines for completing them will be vital, but investigating ___ projects currently supported by ___ grant may help as well.

** Exercise 2: Correct the errors in this summary*

With the information about a grantor and a grant in mind, you will need to decide if your research project is the good fit for the available funding. Most adjudicating committees for research grants are not willing to deviate far from a stated aims of a grantor or a grant itself, so your research and the ways in which you present it must be appropriate.

If among instructions and guidelines for a grant application there are explicit the statements about purpose of the proposal, follow them as guiding principles for how to write grant proposal strong enough to garner support. If such statements are not offered, keep in mind that the grant proposals for research funding generally tell the readers what you are planning to do, why you are planning to do it and how you are planning to do it. Each of these will require the considerable explanation and detail.

Link to full article: [How To Write a Grant Application - Step-by-Step Guide - Journal-Publishing.com \(journal-publishing.com\)](http://journal-publishing.com/How-To-Write-a-Grant-Application-Step-by-Step-Guide)

** Exercise 3: Put in the or a/an where necessary. If no word is necessary, leave the space empty.*

12 top tips for writing ___ grant application

Allow ___ plenty of time: Everything takes longer than you think it will. No matter how simple it may seem to pull together ___ project there are ___ lot of different steps, some more time-consuming than others, involved in submitting ___ proposal.

Choose your funder and scheme carefully, It's good to talk! Speak to ___ funders. Ask questions to get ___ insight into what they are interested in. Sign up for ___ information feeds, find out what kind of ___ research is in ___ funder's remit and read through ___ guidance and eligibility criteria carefully.

** Exercise 4: Correct the errors in this summary*

Get the advice at early stage and from range of sources: Create the collaborative network within your establishment and beyond. Speak with your grants office, mentors and colleagues who have served on the funding panels. Getting involved in grant writing at a early stage is good idea, if only as a observer. Find out how the senior colleagues get ideas together, assemble teams and put application together.

Plan, plan and plan some more: Plan your application and take your time, don't rush it. Go out and look for the inspiration to help pull together the idea that's worthy of being funded. The wider a range of ideas you can expose yourself to, a more interesting concepts you'll come up with.

Link to full article: [12 top tips for writing a grant application - News and features - Medical Research Council \(ukri.org\)](https://www.ukri.org/news-and-features/12-top-tips-for-writing-a-grant-application/)

** Exercise 5: Put in the or a/an where necessary. If no word is necessary, leave the space empty.*

How to Write ___ Successful Humanities Grant

Read ___ previously funded proposals or ___ abstracts for ___ agency to which you are submitting your grant. Often ___ complete sample applications of ___ previously funded proposals are offered. Knowing what ___ good grant looks like helps in crafting your own grant application.

Carefully read ___ application guidelines. They contain ___ valuable information, including how to assemble your grant, ___ review criteria, types of activities supported, and all ___ necessary details that need to be followed in order to be funded. Many grants are eliminated during ___ first phase of the review process simply because ___ guidelines were not followed.

Homework / Final Assignment

** Prepare or submit a written text of 1000 – 1200 words.*

** Choose a topic that is most relevant for you and your research work.*

** The type of text can be anything you would find useful to have feedback on and could include: a research proposal, scientific article or a section of one (eg introduction and literature review, discussion and conclusions, abstract plus another section...etc) section of a thesis, etc.*

** Deadline for completion: Wednesday 8th June 2022. Please email to me by this date – if this may be difficult for any reason then please be in contact with me prior to the submission date.*