**Research Plan Checklist**

**Content:**

_____ 1. Descriptive Title

_____ 2. Explanation of problem/question you will investigate

  _____ question is stated in a testable way

  _____ rationale is explained – what is the value in knowing the answer to your question - Who cares?!

  _____ Multiple hypotheses included in if/then format

_____ 3. Methods and Procedures

  _____ list of all materials/equipment including amounts, brands…

  _____ all variables are identified

    _____ independent

    _____ dependent

    _____ constants (controlled variables)

  _____ numbered, step-by-step procedure

  _____ number of trials is obvious

  _____ safety precautions described and adequate

  _____ steps for disposal of all materials/equipment

  _____ use of metric measurements

  _____ diagrams or pictures included

  _____ data tables (blank for now but headings that indicate type of data you will collect)

_____ 4. Bibliography

  _____ at least six sources and variety of sources (including personal interview of expert)

**Process:**

_____ 1. Writing Mechanics

  _____ clear, focused writing (not wordy or chatty)

  _____ spelling and grammar are correct

  _____ complete – includes: problem, hypothesis, variables, materials list, procedure, data tables, bibliography

  _____ headings are used to separate main parts of plan

  _____ word processed, 12-point font (bigger font for headings)

_____ 2. Approval Forms

  _____ Form 1 – checklist for adult sponsor (your teacher is adult sponsor)

  _____ Form 1A – student checklist

  _____ Form 1B – approval form

  _____ others if needed (other ISEF forms, MSDS)

_____ 4. Expert in your field/mentor information

  Name

_____ 5. Turned in on due date