

Name of Student:

School:

Name of Project:

Date Feedback sent:

Research Plan

A. Question or Problem being addressed	Yes	No
B. Hypothesis/Problem/Engineering Goals	Yes	No
C. Description in detail of method or procedures		
Procedures: Detail all procedures and experimental design to be used for data collection	Yes	No
Data Analysis: Describe the procedures you will use to analyze the data that answer research question or hypothesis	Yes	No
D. Bibliography: List at least 5 major references (e.g. science journal articles, books, internet sites) from your literature review	Yes	No

Description in detail of method or procedure

The following are subject-specific guidelines for additional items that must included in the research plan as part of a human subject research project

Subjects

Description of who will participate (age range, gender, racial/ethnic composition)	Yes	No
Comments:		

Identify any vulnerable populations (minors, pregnant women, prisoners, mentally disabled, economically disadvantaged)	Yes	No	NA
Comments:			

Recruitment

Where you will find your subjects	Yes	No
Comments:		

How subjects will be invited to participate	Yes	No
Comments:		

Methods

What participants will be asked to do	Yes	No
Comments:		

Use of any surveys, questionnaires, or tests – if, yes – must be included	Yes	No	NA
Comments:			

Frequency and length of time involved for each subject Yes No
Comments:

Risks

What are the risks or potential discomforts to participants (e.g. physical, psychological, time involved, social, legal) Yes No
Comments:

How will you minimize the identified risks Yes No
Comments:

Benefits

List benefits to society or each participant Yes No
Comments:

Protection of Privacy

Type of data **Confidential data** **Anonymous data**

Confidential data

Identify type(s) of identifiable information to be collected (e.g. names, telephone numbers, birthdates, email addresses) Yes No
Comments:

Describe procedures in place for safeguarding confidentiality? Yes No
Comments:

Anonymous data

Describe how the data will be collected anonymously Yes No
Comments:

For all types of data

Where will data be stored Yes No
Comments:

Who will have access to the data Yes No
Comments:

What will you do with the data at the end of the study? Yes No
Comments:

Informed Consent Process

Describe how you will inform participants about...

the purpose of the study Yes No
Comments:

what they will be asked to do

Yes

No

Comments:

their participation being voluntary

Yes

No

Comments:

their right to stop at any time

Yes

No

Comments: