

Guidance on project descriptions

when applying for admission to PhD courses

Course on *Bildung* and Pedagogical Practices

Scope

Project descriptions shall consist of 10 pages (not including the literature list). They shall be submitted in A4 format with 2 cm margins, 12 pt font (Times New Roman) and single line spacing. A size 9 font can be used for the reference list and any figure texts.

Title

The title should provide information about what the project is all about. It should be informative and brief.

Main objectives and summary

Applicants shall present their main project objectives here and provide a brief summary (max. 300 words) showing how they intend to achieve these objectives. The summary shall briefly summarise the most important points below and be as accurate as possible.

Relevance to the PhD programme

Provide a brief description of the project's relevance in respect of the educational perspectives and framework description of the PhD programme. Project descriptions shall correspond to the programme study plan.

Proposals/research questions

Proposals shall clarify, define and limit the topic. Proposals must be presented clearly and be suitably defined in relation to the objectives and project plan.

Project background

Applicants must provide documentary evidence about any good knowledge they may have about relevant national and international research in the field concerned. Originality, newsworthy value and relevance to other research in the field must be disclosed in the

project description. Project descriptions shall also show how the project might supplement any previous research and contribute towards producing new knowledge, as well as arguments about why it is important to focus on this particular project.

Theoretical and methodological basis

The theoretical and methodological approaches to the proposals/research questions must be explained clearly and be easy to understand for people with a general understanding of the research field in question. A clear explanation should be provided about the suitability of these theoretical and methodological approaches. Alternatively, applicants can explain how the project could develop the required methodology and/or theory.

Research methods

The project's research component and methodical starting point shall be presented and discussed in the project description. This means that any data (for example, original texts, secondary sources, field work, interviews and statistics, etc.) which is to be used must be described along with information about how collection and analysis will take place. Applicants must explain why these methods have been chosen in order to provide answers to the proposal(s).

Ethical considerations

Ethical considerations relating to the research project must be presented.

Presentation

How will the project be presented? Applicants must account for how they plan to present their projects, in addition to presenting their actual theses.

Progress schedule

Applicants will need to present a realistic, carefully considered progress schedule for the various parts of their research work. This must clearly state that the project can be completed within the prescribed time frame and the given funding framework. The usual time frame is 3 years, or 4 years to include teaching obligations. Include a plan for the implementation of the training section. Applicants must also account for any plans they have for studying at other institutions or enterprises.

Literature list

The literature list shall include the references used in the project description.

Additional information (to be written in/attached to the application form)

- Funding documentation
- Documentation relating to special needs for academic resources and equipment
- Information about any intellectual property restrictions in order to protect the rights of others
- Affiliation with research environments

Approved by the Programme Committee for the PhD Course on Education and Didactic Practices, 22 June 2017.