



YPAR in School

Campus Conference Proposal Checklist



Component	Person Responsible (Check off when completed)	Description
Title	<input type="checkbox"/>	Include names
Research Question	<input type="checkbox"/>	What is the question you are answering by doing this project?
Background	<input type="checkbox"/>	How did you know this was a problem in your community? Be specific, including evidence and/or opinions from group members and observations that you made.
Questions Asked	<input type="checkbox"/>	Describe in complete sentences the questions you asked on your survey or interviews.
Methodology	<input type="checkbox"/>	Combine your methodology statements that you came up with individually into one, including as much detail as you can.
Literature Review	<input type="checkbox"/>	Include summaries of all of the articles that you have found about your topic. Include the citations at the end of the proposal.
Preliminary Findings	<input type="checkbox"/>	Discuss the results from your survey, interviews, and observations.
Final Outcome	<input type="checkbox"/>	How do these results help to answer your research question? How do these results create actions you will take to improve your community?
Bibliography	<input type="checkbox"/>	Include here the citations from your literature review.



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To make sure that you turn in a complete research conference proposal, use the following checklist to guide you!

Research Conference Proposal Requirements:

- Our paper includes the following **FIVE** labeled sections:
 - Introduction
 - Statement of the Problem (including your Research Question or Questions)
 - Methodology (How you collected your data and how you analyzed your data)
 - Findings
 - Recommendations for Action or Next Steps
- Our paper is properly formatted with the following:
 - A heading (your group members' names, IB Core House name, IB Core teacher name, due date)
 - An engaging title
 - 12 pt Times New Roman font
 - Double spaced
- We have shared our typed conference proposal with our teacher and submitted to the online submission system by _____ (due date)

Writing Quality:

- Does our **introduction** have an engaging opening (personal story, statistic, description with imagery?)
- Do we address the questions in each section **WITHOUT** listing responses?
- Do we use **transition words**?
- Does each paragraph have a **strong topic sentence** in our own words?
- Do we **CITE** any sources?
- Do we address a particular audience?