

**KEENE STATE COLLEGE GRADUATE PROGRAMS
DEMONSTRATION OF PROFESSIONAL LEADERSHIP**

**PROPOSAL PART I: PROBLEM STATEMENT AND RESEARCH QUESTIONS
EVALUATION**

STUDENT'S NAME _____

DATE _____

COMPLETED BY:

KSC FACULTY: _____ PEER _____ OTHER _____

DIRECTIONS: EXAMINE EACH COMPONENT OF THE PROPOSAL AND THEN PROVIDE AN OVERALL RATING (1, 2, OR 3) FOR A TOTAL OF 12 POINTS.

PROPOSAL COMPONENT	NEEDS IMPROVEMENT	MEETS EXPECTATIONS	EXCEEDS EXPECTATIONS
<p>TITLE AND INTRODUCTION (1-2 PAGES)</p> <p>SCORE: _____</p>	<p>1 Title and introduction do not reveal a clear topic for the proposal. Limited overview and background information about the topic. Professional situation is not described and no connection is made to the topic.</p>	<p>2 Title and introduction reflect topic of the proposal. Introduction contains relevant background information from professional literature and general overview information about topic. Professional situation is described and a connection to the topic established.</p>	<p>3 Title and introduction reflect topic of the proposal and a strong connection is evident between title and introduction. Introduction is clearly and succinctly written referencing essential background information from professional literature which focuses the reader's attention to the topic. Professional situation is described and clear connections are made with topic.</p>
<p>COMMENTS</p>			

PROPOSAL PART I: PROBLEM STATEMENT AND RESEARCH QUESTIONS - CONTINUED

PROPOSAL COMPONENT	NEEDS IMPROVEMENT	MEETS EXPECTATIONS	EXCEEDS EXPECTATIONS
<p style="text-align: center;">PROBLEM STATEMENT (3-4 PAGES)</p> <p>SCORE: _____</p>	<p>1 The purpose of the action research study is not clearly stated in the first sentence of the problem statement. Problem statement does not have adequate support from professional literature and the need, including the rationale, for the study is not established. Less than 5 references are provided.</p>	<p>2 The purpose of the action research study is clearly stated in the first sentence of the problem statement. Rationale and need for proposed action research study is established and reflects multiple perspectives (local, regional, and national). Support from the literature is evident with a minimum of 5 references.</p>	<p>3 The purpose of the action research study is clearly stated in the first sentence of the problem statement. Rationale and need for proposed action research study is established which blends multiple perspectives (local, regional, and national) in a logical and succinct manner. Support from the literature is evident with a minimum of 8 references.</p>
<p>COMMENTS</p>			

PROPOSAL PART I: PROBLEM STATEMENT AND RESEARCH QUESTIONS - CONTINUED

PROPOSAL COMPONENT	NEEDS IMPROVEMENT	MEETS EXPECTATIONS	EXCEEDS EXPECTATIONS
<p style="text-align: center;">RESEARCH QUESTIONS</p> <p>SCORE: _____</p>	<p>1 Introductory transition paragraph from the problem statement is not evident. Research questions are not connected to the purpose of the study. Questions lack a level of specificity thereby making it difficult to conduct an action research study. Questions are not understood by the reader. Technical aspects of research question are not evident. Definitions of key terms are missing.</p>	<p>2 Introductory transition paragraph from the problem statement is evident. Research questions are connected to purpose of the study. Questions are specific and make it possible to conduct an action research study. Questions are understood by the reader. Technical aspects of research question are evident and variables are easily identifiable. Key terms are defined.</p>	<p>3 Introductory transition paragraph from the problem statement is evident making strong connections for the reader. Research questions are connected to the purpose of the study using similar language and contain a high level of specificity. Questions are clearly understood by the reader. Technical aspects of research question are evident and variables are easily identifiable. Key terms are defined.</p>
<p>COMMENTS</p>			

PROPOSAL COMPONENT	NEEDS IMPROVEMENT	MEETS EXPECTATIONS	EXCEEDS EXPECTATIONS
PROFESSIONAL AND TECHNICAL WRITING SCORE: _____	1 Headings and subheadings are not used in text. Transitions between sections and paragraphs are limited. Several sentences are confusing and lack clarity and conciseness. Factual information is not supported by references and inaccurate. Several errors noted including typos, grammar, spelling, and organization. Several APA style errors in text.	2 Headings provided and use of subheadings is evident where appropriate. Transitions between sections and paragraphs provided in most cases. Sentences approach concise language and are clearly written. Factual information is accurate and supported by references. Minor errors and typos noted in grammar, spelling, and organization. Minor APA errors in text that can be easily fixed.	3 Headings provided and subheadings used in a logical way. Transitions between sections and paragraphs evident. Sentences are concise and clearly written to convey information in an economical way. Factual information is accurate and supported by references. Almost no errors and typos noted in grammar, spelling, and organization. Almost no APA errors in text.
Y N Paper is double-spaced, 12 point font Y N Length is appropriate for this section of the Capstone Project Y N Pages are numbered Y N Citations are consistent and reflect appropriate APA format (using the APA guidelines handed out in class)			

Overall Score: _____

	C	B/C	B	A/B	A
Initial Draft (summer)	Below 5	6	7	8-9	10-12
Final Part I (fall)	Below 6	7	8	9-10	11-12

Revised 6/08, SB