



Project proposal

Guidelines for the design of the project in its form and content

General information: The project proposal gives you the opportunity to present your research project to the BGHS and the selection committee and to awaken their interest in your project. The project proposal is of central importance in the selection process. In this document, we would like to provide some information on the formal requirements that a project proposal must fulfil in order to be accepted. In addition, we would like to summarise some aspects of the required content.

Formal structure of the project proposal

The project proposal must be written in English or German and must not exceed 4,000 words (including references). Use Arial font in 11pt with 1.5 line spacing for the project description; tables can be formatted in Arial 9pt.

Please make sure that your name or references to yourself are not included in the text, footnotes, tables, etc., so that your project proposal can be included in the anonymous review process. Ensure linguistic correctness and formal consistency.

Please provide the following information on the first page:

- Title of the research project
- Summary of the project
- Intended degree (Dr. phil. History or Dr. phil. Sociology)

Guidelines for the content of the project proposal

The project proposal should provide an overview of your research project at the present time. We suggest that you use the following points as a guide when formulating the content of your project¹:

- **Research area:** outline the area in which your research is situated and specify where you locate your own work.
- **Research status:** In order to illustrate the benefit of your research contribution, you should present the current state of the research. It should be clear how you classify your work and to which questions it can make a further contribution.
- **Research questions:** State which questions you want to answer in the field of the described research problem taking into consideration the background of the current

¹ Ulrich von Alemann presents the structure of a project proposal with these "seven key points". Ale-
mann, Ulrich von (2012): Das Exposé: „Ja, mach nur einen Plan ...“. In: Franziska Günauer, Anne K.
Krüger, Johannes Moes, Torsten Steidten, Claudia Koepernik (Hg.): GEW-Handbuch Promovieren mit
Perspektive. Ein Ratgeber von und für DoktorandInnen. Bielefeld, S. 69-79.



state of research.

- **Methods and theories:** Explain the methodological approach of your work as well as the theoretical concepts you use. Please also consider the theoretical-methodological orientation of the potential supervisors in the Department of History or the Faculty of Sociology at Bielefeld University, as described in the [research areas of the potential supervisors](#).
- **Access to sources:** Give an overview of, for example, the sources, texts or data you are planning to collect and analyse.
- **Literature:** List important works on your topic.
- **Scientific quality:** Please ensure the scientific character of your project description (use of footnotes, sensible structure, etc.).

You should by all means indicate in the project proposal when you refer to the work of other researchers.