



University of South Alabama Instructional Design and Development  
Master's Research & Development Project Procedures

Research and Development Proposal

Proposals are due the semester prior to beginning the research and development project. The Instructional Design and Development Research and Development Project (R&D) serves as a vehicle for the development of the major concepts of the program. You are expected to synthesize your courses and the projects you have completed for creating and conducting your R&D project.

A draft of your proposal must be submitted to your master's advisor for review and approved by your advisor and the R&D Documentation Notebook is approved by the IDD R&D Coordinator.

You must follow APA standards. This includes headings, references, and tables. A proposal must include:  
Table of contents  
Running head  
Page number top right  
Margins 1" all around  
Double spaced  
Length – not to exceed 10 pages excluding

12. Summative evaluation (proposed)
13. Dissemination
14. Timeline or Gantt chart
15. References
16. Appendices if applicable

Documentation Notebook (May also be submitted to a SAKAI projectsite, please see Internship/R&D Coordinator for details)

After the R&D Projects completed, you must submit a notebook with documentation of work completed during the project to the IDD R&D Coordinator. Use a standard white 3-ring notebook binder with clear overlays. Do not put the inside pages in plastic sleeves. In the binder include:

1. Master Copy of the notebook (0.004 T (0.004 T) 06-310-5470-49101 (R&D)) [TJ] [TJ] sbook.008 [T d (ln 2)] [TJ]



University of South Alabama Instructional Design and Development  
Master's Research & Development Project Documentation Cover Sheet

Date \_\_\_\_\_

Student Name \_\_\_\_\_ Phone \_\_\_\_\_ email \_\_\_\_\_

Project Title \_\_\_\_\_

Project Description (150 words maximum)

\_\_\_\_\_  
Master's Advisor Date \_\_\_\_\_ \_\_ approved \_\_ approved with revisions\* \_\_\_\_ rejected

\_\_\_\_\_  
IDD R & D Coordinator Date \_\_\_\_\_ \_\_ approved \_\_ approved with revisions\* \_\_\_\_ rejected

\*Revisions