|  |
| --- |
| **Summary of Proposed Research** |

**Project Title:**

|  |
| --- |
|  |

**Lead Investigator:**

|  |  |  |
| --- | --- | --- |
| Name: | Institution/Position: | Phone: |

**Co- Investigators:**

|  |  |  |
| --- | --- | --- |
| Name: | Institution/Position: | Phone: |
| Name: | Institution/Position: | Phone: |
| Name: | Institution/Position: | Phone: |

**How does the research relate to operational objectives and strategic priority areas?**

|  |
| --- |
|  |

**Research Project Details:**

|  |  |
| --- | --- |
| Is the research a collaboration with Faculty, Institute or School staff?  If yes, provide details: | Yes  No |
| Is the research project a collaboration with external organisations or agencies?  If yes, provide details: | Yes  No |
| Is the research project a student project?  If yes, student name:  Course details:  Supervisor/s: | Yes  No |
| Is the research project funded?  If yes, provide details: | Yes  No |
| What is the expected time-frame for the project? | Start date:  Completion date: |
| What level of risk is the research?  (see Research Risk Assessment checklist <provide link>)–also human ethics website<provide link>)  Provide details: | Negligible risk  Low risk  High risk |

**Indicate the role/s of each of the investigators in the project and their workload / time commitment.**

|  |  |  |
| --- | --- | --- |
| Name: | Role/s in project: | Workload / Time commitment: |
| Name: | Role/s in project: | Workload / Time commitment: |
| Name: | Role/s in project: | Workload / Time commitment: |

**Have workload / time commitments been discussed with appropriate line manager/s?**

|  |
| --- |
| YesNo  Provide details: |

**What other resources / support do you need from [NAME] to undertake the research?**

|  |
| --- |
|  |

**Aims of the research:**

|  |
| --- |
|  |

**Rationale for conducting the research:**

|  |
| --- |
|  |

**Brief description of methodology:**

|  |
| --- |
|  |

**Expected outcomes of the research:**

|  |
| --- |
|  |

**Dissemination of research results and outcomes:**

|  |
| --- |
| Internal report to **NAME** / **INSTITUTION**  Conference presentation(s)  Report to external organisation  Journal / Book publication(s)  Student thesis  Other: |

**Signatures:**

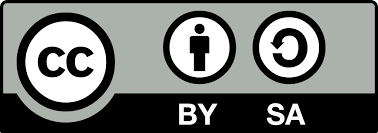
|  |  |  |  |
| --- | --- | --- | --- |
|  | **Name:** | **Signature:** | **Date:** |
| Investigator 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |
| Head of Service / Line manager |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Approved: | Name: | Signature: | Date: |
| Yes  No |  |  |  |

|  |
| --- |
| **NOTE: If the research is a collaboration with Faculty/Institute or School staff or with external organisations or agencies, please attach evidence (e.g. email, letter) of their approval to be involved in the research.** |

## THIS DOCUMENT

This document made available under Creative Commons Attribution Share-Alike (CC BY-SA) licence.



## JOIN US!

The resources we have developed are part of a research project investigating

* How to embed evaluation and research into curriculum design and delivery for quality improvement, quality assurance and scholarship, focused on the teaching team of an award degree curriculum
* The impact and effectiveness of designing quality enhancement using the “teaching team and the award degree curriculum” unit of analysis

If you decide to use and build on our work, please let us know

Dr Jo-Anne Kelder jo.kelder@utas.edu.au (**Corresponding author)**

A/Prof Andrea Carr A.R.Carr@utas.edu.au

## ACKNOWLEDGEMENTS

The development of these resources for institutional use has been supported by a University of Tasmania Projects of Institutional Significance Grant, led by **Professor Justin Walls** and managed by **Dr Jo-Anne Kelder**.

The resources have been developed as a collaborative effort by **Associate Professor Andrea Carr**, **Dr Jo-Anne Kelder** and **Ms Bethany Lusk**. **Dr Carolyn King** developed significant improvements to the mechanism for recruiting participants and establishing consent.

**Professor Paula Swatman** provided invaluable expert review and suggestions to ensure the resources comply with the National Statement on Ethical Conduct in Human Research.

**Dr Harriet Speed, Associate Professor Andrea Carr and Dr Jane Skalicky** developed the documents supporting the ethical management of research.