

Coursework Planning

Once your plan has been approved by your teacher, you may not change or alter your intentions without departmental approval.

First steps – consider the following

1. What is your general area of study?

This should refer to the area of the syllabus that your study relates to.

2. What is your actual hypothesis or your study question?

Once decided and agreed, this cannot be changed.

3. What exactly do you intend to do?

This should be a step by step list or plan of actions given with target dates for each section or activity to be completed.

Use the following as a general guide, but be more precise in describing your intentions. You should describe as closely as possible what your coursework will consist of, with sample numbers and precise methods described.

Check with the markscheme and the information packs in the LRC so that I know what I am required to do by the examining board.	
Read in the LRC for secondary information around my topic.	
Make notes on sociological theory	
Choose appropriate method/s and reject others	
Choose sample frame.	
Choose sample method.	
Conduct pilot study.	
Select respondents.	
Design questionnaire/ interviews/experiments'/observations.	
Obtain teacher approval for questionnaire/ interviews, etc.	
Have questionnaires interviews, etc. typed and duplicated.	
Write letters for further information.	
Complete the primary research work	
Summarise results on tally sheets.	
Transcribe interviews precisely.	
Begin to write up each section.	
Proof-read each section	
Give work to teacher for advice and guidance.	
Re-read and check the work	