

# JOB APPLICATION PLANNER

*DUE DATE:*

*CONTACTS:*

<i>REFEREE NAME</i>	<i>EMAIL</i>	<i>REQUEST SENT</i>	<i>LETTER SENT</i>

# PROPOSAL PLANNER

*1 SENTENCE PROJECT DESCRIPTION/RESEARCH FOCUS QUESTION:*

*WHY IS THIS IMPORTANT/SIGNIFICANT?*

*WHY NOW?*

*WHY HERE?*

*WHY ME?*

*KEY WORDS/TERMS FROM JOB ADVERT:*

*HOW DO YOU PLAN TO ANSWER THE RESEARCH QUESTION?*

*EVIDENCE OF SKILLS AND EXPERIENCE REQUIRED TO ANSWER THE RESEARCH QUESTION:*