

Workshop “Proposal Writing for Research Projects 2022”

Ho Chi Minh City, March 11th, 2022

Venue: Hoa Sen University, 8 Nguyen Van Trang, District 1, HCMC

Language of instruction: English/Vietnamese

Fees: No participation fee. Lunch and coffee break will be covered by DAAD. Travel costs of participants cannot be reimbursed.

Registration: Informal application with academic CV and 1-page written proposal concept in English **by 2nd March 2022** at the latest to: hcmc@daadvn.org and the trainer, Dr. Nguyen Thanh Phong (phong.nguyenthanh@hoasen.edu.vn)

I. Course Description

The workshop will provide basic knowledge and skills that are needed to design and write a potentially successful proposal for scholarship or research funding (transform a research idea into a proposal) on the basis of lectures, group work and exercises. During the workshop, the participant proposals will be presented, discussed and evaluated.

Attendance and active participation: from 9:00 am to 5:00 pm is required.

II. Application Requirements

We request that you submit

a) Academic CV: Please provide a short CV (1 page) of your academic career.

b) 1-page proposal (approximately 2.500 characters) outlining your intended research project.

This proposal should include the following sections and information:

1. Title of the intended research project (approximately 100 characters)
2. Introduction: Please introduce your research idea, a research gap and a need for this gap to be filled.
3. Aim of the project: Please state the aim of your intended research.
4. Methods: Briefly describe the methods you are going to apply in order to achieve the aim of your project.
5. Significance/Relevance: Briefly state the expected outcome.

Deadline for applications is 2nd March 2022

30 participants will be selected according to the quality of their proposal and also based on institutional profiles. Applicants will be given a final decision by **4th March 2022**

III. Participant Profile

Potential participants are lecturers/researchers in universities in Ho Chi Minh City and Southern Vietnam. Selection criteria are that participants:

- Must hold at least a MSc/M.A. degree or have equivalent research experience
- Possess English language skills, both written and spoken

IV. Trainer Profile



Dr. Nguyen Thanh Phong

He obtained his PhD at the University of Bonn, Germany. He is currently a lecturer and researcher at Hoa Sen university, Ho Chi Minh City. His research activities are in the fields of renewable energy, composting and greenhouse gas emissions. He is also a fellow of ASEAN Academy of Engineering & Technology.

Email: phong.nguyenthanh@hoasen.edu.vn



Dr. Le Thi Ngoc Tu

She obtained her PhD at Göttingen University. Currently, she is the Head of the Office of Research Affairs and International Relations of Hoa Sen University. She has substantial working experience in Development Economics. She has gained tremendous experience in working with microdata, big data, satellite data, quantitative analysis, geography information system, and systematic review and meta-analysis. With a strong background in Economics and Mathematics, Dr. Tu Le has successfully turned her long-life passion for women empowerment into highly impactful research.

Email: tu.lethingoc@hoasen.edu.vn



Dr. Berndt Tilp

He completed his Ph.D. in German Literature and Psychology at the Ludwig-Maximilians University (LMU) Munich. In 2017, he has been appointed Director of the DAAD Information Centre Ho Chi Minh City and teaches at the University of Social Sciences and Humanities (USSH), Vietnam National University (VNU) Ho Chi Minh City.

Email: tilp@daadvn.org

Workshop Proposal Writing for Research Projects 2022

Programme

Venue: Hoa Sen University, 8 Nguyen Van Trang, District 1, Ho Chi Minh City

Date: March 11th, 2022, Room: tbc

9:00 – 9:10	Welcome address	
	Director of DAAD Information Centre HCMC	Dr. Berndt Tilp
	Head, Office of Research and International cooperation (ORIC), Hoa Sen University	Dr. Le Thi Ngoc Tu
9:10 – 9:30	Introduction of trainer and participants	
9:30 – 10:30	Basic technique for structuring ideas	Dr. Nguyen Thanh Phong
	General principles of proposal writing	
10:30 – 10:45	Coffee break / tea break	
10:45 – 11:30	Title and summary	Dr. Nguyen Thanh Phong
11:30 – 12:15	Objectives	
	State of research	
12:15 – 13:30	Lunch break	
13:30 – 14:30	Work plan	Dr. Nguyen Thanh Phong
	Budget	
14:30 – 14:45	Coffee break / tea break	
14:45 – 15:15	Q&A	Dr. Nguyen Thanh Phong
15:15 – 15:45	Funding opportunities research in Germany	Dr. Berndt Tilp
15:45 – 16:15	Research proposal writing experiences	Dr. Le Thi Ngoc Tu
16:15 – 16:30	Wrap up and feedback	Dr. Nguyen Thanh Phong
	Certificates for participants	

Contact:

Hoa Sen University

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