

RESEARCH PROJECT GUIDELINES



Data collection

- Research Instruments
- Deploy
- Send Reminders
- Have options in case of poor response or lack thereof



Data Analysis

- Select Appropriate Analysis Methods (Qualitative, Quantitative, or Mixed)
- Use of Software Tools (e.g., SPSS, NVivo, R, Python)
- Data Cleaning and Preparation
- Conduct Preliminary Analysis
- Identify Patterns, Trends, and Relationships
- Validate and Interpret Results
- Draw Conclusions Linked to Research Objectives



Dissertation Writing

- Structure and Organization (Introduction, Literature Review, Methodology, Results, Discussion, Conclusion)
 - Adherence to Institutional Guidelines
 - Developing a Clear and Coherent Argument through the dissertation
 - Avoid listing. Write in an essay and narrative form making arguments.
 - Proper Use of Citations and Referencing
 - Integration of Literature and Empirical Data
 - Critical Analysis and Interpretation of results
 - Addressing Feedback from Supervisors
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- If you are interested in external proofreading service, kindly send me a message. This service is optional and available only to Richfield students at a subsidised cost of R2500. You will also receive a certificate of proofreading to attach to your final submission



Chapter 1: Introduction

- Background(contextual information, historical context, background knowledge)
- Introduction(scope, central theme)
- Aim and Objectives (why this research?)
- Research Questions (Key Inquiries, Guiding Questions, Focused Queries)
- Significance of Study (Importance, Relevance, Contribution)
- Hypothesis - optional (Assumptions, Propositions, Predicted outcomes)
- Theoretical Framework - Optional (Conceptual model, theoretical basis, Analytical lens)
- Structure of the dissertation (Organisational plan, Dissertation Layout)
- Conclusion (Summary, Final Remarks, Concluding Thoughts)



Chapter 2: Literature Review

- Use a thematic approach
- Introduction
- Theme 1
- Theme 2
- Theme 3
- Theme 4
- Conclusion



Chapter 3: Problem Statement

- Introduction (Context, Relevance, Background Information)
- Problem (Issue, Challenge, Gaps)
- Conclusion (Summary, Implications)



Chapter 4: Methodology

- Background(Context, Overview)
- Research Design (Approach)
- Reliability and Validity (Trustworthiness, Consistency, Accuracy)
- Target Population (Demographic, Characteristics, Scope)
- Population Sample (Sampling method, Selection)
- Data collection and instruments(Methods, Tools, Techniques)
- Data analysis (Procedures, Techniques, Statistical Methods)
- Ethical Considerations (Ethics, Consent, Confidentiality)
- Limitations (Constraints, Boundaries, Challenges)
- Summary(Recap, Key Points, Conclusion)



Chapter 5: Presentation of Results

- Introduction (Overview, Context, Purpose)
- Response(Data, Feedback, etc.)
- Results (Findings, Analysis, Key Outcomes)
- Conclusion (Summary, Implications, Interpretations)



Chapter 6: Conclusion

- Summary (Recap, Overview, Final Synopsis)
- Main Findings (Key results, major discoveries)
- Contributions (significance, novel insights, advances)
- Implications (Consequences, Impact, Relevance)
- Recommendations (Suggested Actions, Proposals)
- Suggestions for future research (Future Direction, Further Studies, Continuing Inquiry)



References

- Harvard Referencing Style



Appendices

- Raw data
- Additional figures and tables
- Questionnaires and surveys
- Ethical Approval documents
- Program Code



Requirements

Compulsory:

- Minimum number of pages: 80
- Maximum number of pages: 120
- Turnitin report

Not compulsory:

- External Proof reading

