Project title

At this early stage, you need only provide a working title. You can decide on the exact wording for your title when you are nearer to completing your dissertation. Nevertheless, even at the start, aim to create a title that conveys the idea of your investigation/development. Normally, a title beginning "A study in . . ." is too vague; decide whether you want to compare, collate, assess. Also, do not worry if you compose a long title as you are preparing to write an academic document. A good title should:

- Orient your readers to the topic you will research/develop.
- Indicate the type of study you will conduct (Please state your specialization).

Introduction

The introduction helps put your project in conversation with other projects on similar topics. Generally, the introduction provides necessary background information to your study and provides readers with some sense of your overall research interest. A good introduction should:

- Establish the general territory (real world or research) in which the research is placed
- Describe the broad foundations of your study, including some references to existing literature and/or empirically observable situations. In other words, the introduction needs to provide sufficient background for readers to understand where your study is coming from.
- Indicate the general scope of your project, but do not go into so much detail that later sections (purpose/literature review) become irrelevant.
- Provide an overview of the sections that will appear in your proposal.
- Engage the readers.

a. Background of the project

The background and history highlights empirical foundations of research. The purpose of a background/history section is to give the reader the relevant facts about the topic and/or research site so that they understand the material or case in the proposal and how it links to the questions posed.

b. Problem statement

A problem statement is usually one or two sentences to explain the problem your process improvement project will address. In general, a problem statement will outline the negative points of the current situation and explain why this matters. It also serves as a great communication tool, helping to get support from others. A problem statement is used in research work as a claim that outlines the problem addressed by a study. The statement of the problem briefly addresses the question: **What is the problem that the research will address?**

A research problem leads to a hypothesis (H) and/or research question (RQ)

A good research problem should have the following characteristics:

- It should address a gap in knowledge.
- It should be significant enough to contribute to the existing body of research
- It should lead to further research

- The problem should render itself to investigation through collection of data
- It should be of interest to the researcher and suit his/her skills, time, and resources
- The approach towards solving the problem should be ethical

c. Research questions

A research question is the fundamental core of a research project, study, or review of literature. It focuses the study, determines the methodology, and guides all stages of inquiry, analysis, and reporting.

Questions should in some way…

- Be worth investigating
- Contribute knowledge & value to the field
- Improve educational practice
- Improve the human condition

d. Research objectives

Research objectives describe what research expect to achieve by a project. It is usually expressed in lay terms and are directed as much to the client as to the researcher. Research objectives may be linked with a hypothesis or used as a statement of purpose in a study that does not have a hypothesis.

e. Definition of key concepts

A brief definition of the key concepts of your project.

f. Proposed research methodology

A research methodology involves specific techniques that are adopted in research process to collect, assemble and evaluate data. It defines those tools that are used to gather relevant information in a specific research study. Surveys, questionnaires and interviews are the common tools of research.

g. Proposed work

Provide more details of what you are proposing to do. You should emphasise the computing aspects you expect to be involved in, including those specifically relevant to your programme. You are required to provide a brief description of the work involved in carrying out the project and your approach to the development of investigation. You are also required to highlight the technical aspects as well as the general processes.

Aims of project

-Refer to Handbook, P.29.

Objectives

-Refer to Handbook, P.30.

Skills

-Refer to Handbook, P. 30.

Sources of information/bibliography

-Refer to Handbook, P. 31.

Resources – statement of hardware/software required

-Refer to Handbook, P. 31.