

## Draft Rubric Proposal Submission Template

Assessment Scale			
0 Has not met requirements	1 Unsatisfactory	2 Meets Expectations	3 Exceeds expectations
<ul style="list-style-type: none"> <li>❖ Student failed to provide required sub-section/s.</li> <li>❖ Requirement completely absent/omitted</li> <li>❖ RBS template not adhered to</li> </ul>	<ul style="list-style-type: none"> <li>❖ Student has not met basic requirement</li> <li>❖ Student's attempt is unclear/irrelevant or incomplete</li> </ul>	<ul style="list-style-type: none"> <li>❖ Student was successful in meeting basic requirements</li> <li>❖ Clear and concise discussions of required concepts</li> <li>❖ Writing style is adequate</li> <li>❖ Some format, grammatical and spelling errors apparent</li> </ul>	<ul style="list-style-type: none"> <li>❖ Evidence of logical exposition</li> <li>❖ Required concepts are articulated in an exemplary manner</li> <li>❖ Evidence of critical thinking skills</li> <li>❖ Appropriate writing style</li> <li>❖ No grammatical or spelling errors</li> </ul>

INTRODUCTION, BACKGROUND AND RESEARCH PROBLEM (10 MARKS)	COMMENTS:			
<b>1. INTRODUCTION</b> <ul style="list-style-type: none"> <li>❖ Intended research topic outlined</li> <li>❖ Concise</li> </ul> <b>2. BACKGROUND</b> <ul style="list-style-type: none"> <li>❖ Demonstration of a concise overview of research surrounding the topic</li> <li>❖ The need for proposed research is evident</li> <li>❖ Context for proposed study provided</li> </ul> <b>3. THE RESEARCH PROBLEM</b> <ul style="list-style-type: none"> <li>❖ Problems/challenges/opportunities/issues are coherently provided</li> <li>❖ Problem statement is elucidated</li> <li>❖ Specific context of problem is evident</li> <li>❖ What gave rise to the study?</li> </ul>				
<b>ASSESSMENT:</b>	Has not met requirements	Unsatisfactory	Meets Expectations	Exceeds expectations
	0 marks	1-4 marks	5-7 marks	8-10 marks

AIM, OBJECTIVES AND RESEARCH QUESTIONS	COMMENTS:			
<b>4. AIM OF THE STUDY</b>				
<ul style="list-style-type: none"> <li>❖ Desired outcomes, or general intentions of the research/expectations of the research topic is provided</li> <li>❖ The stated aim is clear, unambiguous and concise</li> <li>❖ Logical flow from the problem statement</li> </ul> <p><i>(* as per aim approved in topic submission)</i></p> <p><b>5. RESEARCH OBJECTIVES</b></p> <ul style="list-style-type: none"> <li>❖ Objectives presented as single and concise statements</li> <li>❖ 3 to 5 objectives are provided</li> </ul> <p><i>(*as per objectives approved in topic submission)</i></p> <p><b>6. RESEARCH QUESTIONS</b></p> <ul style="list-style-type: none"> <li>❖ Objectives are clearly translated into questions.</li> </ul> <p><i>(*convert each objective into a question)</i></p>				
	Has not met requirements	Unsatisfactory	Meets Expectations	Exceeds expectations
	0 marks	1-4 marks	5-7 marks	8-10 marks
<b>ASSESSMENT:</b>				
<b>7. SIGNIFICANCE OF THE STUDY</b>	<b>COMMENTS:</b>			
<ul style="list-style-type: none"> <li>❖ Demonstration of the potential value of solution or contribution to the research problem in advancing knowledge within or outside the field of study</li> <li>❖ Demonstration of the value towards business and academics</li> </ul>				
	Has not met requirements	Unsatisfactory	Meets Expectations	Exceeds expectations
	0	1-4 marks	5-7 marks	8-10 marks
	<b>ASSESSMENT:</b>			

8. LITERATURE REVIEW (20 Marks)		COMMENTS:			
<ul style="list-style-type: none"> <li>❖ Evidence of having read widely</li> <li>❖ Relevant content presented</li> <li>❖ Critical engagement of literature</li> <li>❖ Sufficient information on theory and current empirical research provided</li> <li>❖ Sufficient information on all key research objectives</li> <li>❖ <b>8-10 pages provided</b></li> <li>❖ Current literature cited (not older than 5 years; except in the case of original authors or textbooks, or if it is thoroughly justified).</li> <li>❖ Provide headings and sub-headings</li> <li>❖ Use of an array of sources</li> <li>❖ Contains theoretical Framework</li> </ul>					
ASSESSMENT:		Has not met requirements	Unsatisfactory	Meets Expectations	Exceeds expectations
		1-8 marks	9-11 marks	12-15 marks	16-20 marks
9. RESEARCH DESIGN AND METHODOLOGY (35 Marks)					
9.1 RESEARCH METHODOLOGY		COMMENTS:			
<ul style="list-style-type: none"> <li>❖ Methodology/Philosophy that underpins the research is stated</li> <li>❖ Rationale for the chosen approach is provided</li> </ul> <p>(Example: There are two approaches to research, i.e. Qualitative/Quantitative/Mixed. State both and show your choice. The choice of methodology must be motivated)</p>					
ASSESSMENT:		Has not met requirements	Unsatisfactory	Meets Expectations	Exceeds expectations
		0 marks	1-4 marks	5-7 marks	8-10 marks

9.2 SAMPLING STRATEGY	COMMENTS:			
<b>9.2.1 Target Population</b> <ul style="list-style-type: none"> <li>❖ Define target population</li> <li>❖ Identify and quantify target population (show total number- target).</li> </ul> <p>****This is not the sample size</p> <b>9.2.2 Sampling strategy</b> <ul style="list-style-type: none"> <li>❖ Define Sampling</li> <li>❖ Show 2 types and their sub- areas</li> <li>❖ State your choice</li> <li>❖ Sampling technique is justified</li> <li>❖ State sample size</li> <li>❖ Sample size is sufficient</li> </ul>				
<b>ASSESSMENT:</b>	Has not met requirements	Unsatisfactory	Meets Expectations	Exceeds expectations
	0	1-4 marks	5-6 marks	7-8 marks
9.3 DATA COLLECTION INSTRUMENTS	COMMENTS:			
<ul style="list-style-type: none"> <li>❖ Appropriateness of instrument in terms of research philosophy is indicated</li> </ul> <p>**Ensure the right instrument is indicated as per choice of approach (quants/qualitative/mixed)</p>				
<b>ASSESSMENT:</b>	Has not met requirements	Unsatisfactory	Meets Expectations	Exceeds expectations
	0	1-2 marks	3 marks	4 marks

<b>9.4 DATA ANALYSIS (5 Marks)</b>	<b>COMMENTS:</b>			
❖ Data analysis technique/s is stated ❖ Appropriateness of technique in terms of research philosophy is evident and ❖ Rationale for choice of technique is provided				
<b>ASSESSMENT:</b>	Has not met requirements	Unsatisfactory	Meets Expectations	Exceeds expectations
	0	1-2 marks	3 marks	4-5 marks
<b>9.5 PILOT STUDY</b>	<b>COMMENTS:</b>			
❖ Definition and purpose of pilot study included ❖ Number of respondents targeted for the pilot study specified				
<b>ASSESSMENT:</b>	Has not met requirements	Unsatisfactory	Meets Expectations	Exceeds expectations
	0	1 mark	2 marks	3 marks
<b>10. ETHICAL CONSIDERATIONS</b>	<b>COMMENTS:</b>			
❖ Define Ethical considerations <b>Use the following headings</b> <ul style="list-style-type: none"> <li>Ensuring that participants have given informed consent</li> <li>Ensuring that no harm comes to participants</li> <li>Ensuring confidentiality and anonymity</li> <li>Ensuring that permission is obtained</li> </ul> ❖ Explanation of how ethical considerations will be met by your study are provided				
<b>ASSESSMENTS:</b>	Has not met requirements	Unsatisfactory	Meets Expectations	Exceeds expectations
	0	1-2 marks	3 marks	4-5 marks

<b>11. CHAPTER ORGANISATION</b>	<b>COMMENTS:</b>			
❖ A brief description on content of each chapter of the dissertation is provided ***3-6 lines describing each chapter				
<b>ASSESSMENT:</b>	Has not met requirements	Unsatisfactory	Meets Expectations	Exceeds expectations
	0	0	1	2
<b>12. PROPOSED TIMETABLE</b>	<b>COMMENTS:</b>			
❖ A detailed timeline for the research process is clearly defined <i>*Indicate dates</i>				
<b>ASSESSMENT:</b>	Has not met requirements	Unsatisfactory	Meets Expectations	Exceeds expectations
	0	1 mark	2 marks	3 marks
<b>13. REFERENCING AND BIBLIOGRAPHY</b>	<b>COMMENTS:</b>			
❖ Credible references are utilised ❖ Adherence to Harvard system of referencing ❖ Current references utilised ❖ Sources cited in alphabetical order. ❖ Sufficient display of sources used ❖ In-text references appears on bibliography				
<b>ASSESSMENT:</b>	Has not met requirements	Unsatisfactory	Meets Expectations	Exceeds expectations
	0 marks	1-4 marks	5-7 marks	8-10 marks
<b>HAS STUDENT INCLUDED THE FOLLOWING DOCUMENTS – CHECKLIST ( No marks allocated)</b>				
Draft questionnaire/ interview schedule				
Ethical clearance form ( included in proposal template)				
Letter to respondents				
Permission letter (This should be on an official company letterhead)				

***The research proposal is merely a structured plan for the actual dissertation, as such; the submission should not exceed 25 typed pages (including bibliography and appendices). Please ensure that the submission is one cohesive document i.e. all appendices and supporting documents are included in the proposal. \*Kindly note that all re-submissions are capped at 50%.***