Final Research Project Report Guidelines

Research Project (AQ399)

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**FINAL RESEARCH PROJECT REPORT GUIDELINES**

You’re required to write a Final Research Project Report and submit a **completed report** for marking. The project is your own original work and doesn’t duplicate any other previously projects, including your own previously work.

Title page, certification, declaration, copyright, acknowledgement, abstract, table of contents, introduction, materials and methods (methodology), results, discussion, conclusion, and references must all be included in a complete Original Final Research Project Report.

**Title Page:** This should contain a concise title, your name and supervisor’s name

**Certification:** Confirm that the research was carried out by you. Signed by the supervisor

**Declaration:** Must state: (a) that the thesis has been composed by the candidate, and (b) either that the work is the candidate's own- Signed by the student

**Copyright:**

**Acknowledgement:** This section should be brief. You should limit acknowledgements to substantial contributions to the scientific and technical aspects of the paper, financial support or improvements in the quality of the report.

**Abstract:** The abstract is limited to only one page. It should briefly describe the main points of the study i.e., the main objective, methodology, the main findings and the conclusions.

**Table of contents:** Provide a list of sections, figures, tables etc.

**1.0 Introduction:** This section must include the following and must have Arabic page numbers;

**1.1 General introduction** (Min 2 pages).

* Present your logic for your study including what has been found in past research studies i.e., general background information about you research topic.
* In your introduction you should summarize the **key available literature and cite** the most current and important previous studies that are relevant to the current research (mostly academic literature). Show the most important gaps, inconsistencies and/or controversies in the literature that your study will address. At this stage you should be able also to explain the study’s main contribution in such a way that the benefits to the reader are accentuated. Readers of your project are expected to start having a feel of the core research problem/question to be addressed in the study.

As such, the introduction must grab the reader’s attention by stimulating attention, interest, desire and action. In writing your introduction you should make sure you state the broad theme or topic of the study. Then show its academic and practical importance (whenever possible) has to be explained. In short, you should provide a convincing answer to the question: “Why should anyone take his/her time to read your work?

**1.2 Statement of Research Problem** (Max 1 page).

* In writing problem statement, it should include (a) a clear statement that the problem exists, (b) evidence that supports the existence of the problem, (c) evidence of an existing trend that has led to the problem, (d) probable causes related to the problem, and (e) a specific and feasible statement. (d) what have been done about the problem (e) what is the gap that need to be filled/state what is yet to be investigated (f) then state what are you going to investigate.
* It is important to note that this is an area of conflict, concern, or controversy (a gap between what is wanted and what is observed). **Include the most recent/relevant reference that supports the claim.** 
  1. **Objectives of the study.**
* The objectives are very important part of a research project because they outline where the project is headed and what it will accomplish.
* In many research projects, the proper format is a general objective followed by a few specific ones. The general objective is essentially what you hope to achieve with the project. The specific objectives are the building blocks of that general goal. Divide the two categories for a well-focused and planned research project.
* Objectives should directly address the problem mentioned in the problem statement. They should be specific: the more specific it is the better to design activities, indicators and the logical framework analysis.
  1. **Hypotheses/ Research questions.**
* Hypothesis is an assumption regarding the value or relationship of variables that needs to be tested. It provides the basis for investigation and ensures the proper direction in which the study should proceed. It helps one to arrive at appropriate conclusions, suggestions and observations. Hypothesis should be clear, precise and specific.
* So, formulate testable hypothesis(ses), use specific objectives to state hypothesis/research questions and use directional alternative hypotheses.
  1. **Significance of the study.**
* Significance of the study is basically the importance of your research. While stating the significance, you must highlight how your research will be beneficial to the development of science and the society in general. You can first outline the significance in a broader sense by stating how your research will contribute to the broader problem in your field and gradually narrow it down to demonstrate the specific group that will benefit from your research.
  1. **Literature Review** (Min 3 pages).
* Provide a critical look at the existing research that is significant to the work that you are carrying out. The aim is: to provide background information about a research topic, to establish the importance of a topic, to demonstrate familiarity with a topic/problem and to “carve out a space” for further work and allow you to position yourself in a scholarly conversation, i.e., identifying a research gap.
* In addition to fulfilling the purposes outlined above, an effective literature review provides a critical overview of existing research by; outlining important research trends, identifying potential gaps in knowledge and establishing a need for current and/or future research projects.

1. **Material and methods.**

* The material and methods section are very important because it tells your research reader how you tackled your research problem. The guiding principle for writing the material and methods section is that it should contain sufficient information for the reader to determine whether the methodology is sound. You should indicate the methodological steps you took to answer every question or to test every hypothesis illustrated in the questions/hypotheses section. It is vital that you consult a **biostatistician** during data analysis to resolve the methodological issues before submitting the report.
* In this section, the methodology to be used should be clearly explained, including relevant references, such that another person can repeat the procedures. Sampling methods must be well elaborated. **This section must include all of the following.**
  1. **Study site.**
* Precisely describe the location and **conditions** of your study sites, you may include a map.
  1. **Experimental/ Sampling design.**
* Step by step description of where and how the experiment/study was conducted so it can be replicated; include description of stimulus; state exactly what data was recorded.
* Present a detailed plan of how you conducted your study. Include a description of your participants, materials and apparatus, design of the study and procedure. Be sure you included appropriate control groups in your design.
  1. **Data collection.**
* Very precisely explain the method and technique used to collect data. If you used a method that has been validated cite the author and describe the measures. If it is a new technique, describe it in details.
* A short description of the protocol of data collection, frequency and timeframe
  1. **Data analysis.**
* In a research project, it must be clear what method of analysis is capable of answering the research hypothesis.
* Data analysis is the most crucial part of any research. Data analysis summarizes collected data. It involves the interpretation of data gathered through the use of analytical and logical reasoning to determine patterns, relationships or trends.
* In writing your data analysis, describe the statistics you used to test each of your hypotheses (descriptive and inferential). The description should include the design of the analysis form, processing and coding the data and the choice of the statistical method applied to each data.
* **You may need different statistics for different hypotheses.**

**3.0 RESULTS:**

* Make the text as objective and descriptive as possible and cite the tables/figures. Only material pertinent to the subject should be included. Do not present the same information in both graphical and tabular form. Each specific objective must have its own results and the findings should be presented in the order of specific objectives.

4**.0 DISCUSSION:**

* This section should interpret the results in view of the problems identified in the introduction as well as in relation to other published work. In writing your discussion, point out the main finding/results, compare your results with other published work and provide a reason(s) for the obtained results, then make a concluding remark. Each result for each specific objective should be discussed in a separate paragraph.

**5. CONCLUSION AND RECOMMENDATION:**

* The Conclusions and Recommendations may be combined or, in long reports, presented in separate sections. If there are no recommendations to be made as a result of the project, just call this section Conclusions.

**5.1 The conclusion**

* Is intended to help the reader understand why your research should matter to them after they have finished reading the report. A conclusion is not merely a summary of your points or a re-statement of your research problem but a synthesis of key points from your findings. One well-developed paragraph is sufficient for a conclusion, although in some cases, a two-or-three paragraph conclusion may be required. State your conclusion in clear and simple language.

**5.2 Recommendation**

* Should be concrete and specific. It should be supported with a clear rationale and connected to your conclusion. How will the measure contribute to solving the problem or issue?

**6.0 REFERENCES:**

* The reference section must contain an alphabetical list of all references mentioned in the text. Please use ***Tanzania Journal of Science*** referencing system to cite and write your reference list.
* All sources cited in your proposal must appear on your reference page.

**FORMATTING AND OTHER REPORT REQUIREMENTS:**

1. **Spacing and Font:** The entire report must be double spaced, **justified,** Times New Roman with 12 font size.
2. **Direct Quotes.** These should be kept to a minimum (maximum of 2). Overuse or unnecessary use of direct quoting is not allowed. Instead, paraphrase and give credit to source with a citation.

**Final Research Project Report** **Submission Instructions and Due Date:**

Your Final Research Project Report is due on **June 17, 2022 at 16:00 hrs**. You will need to provide me with the following on or before **June 17, 2022 at 16:00 hrs**.

1. **TWO HARD COPIES** of your final report.
2. Submit the same report online using **LMS systems** in pdf form
3. **NOTE:** If any of these items is missing the report will be considered **un-submitted/late.**

* Both formats of your paper submission (hard copy and soft copy) must be completed **by the due date or you will incur** a LATE PAPER MARKS REDUCTION which is **10% per day late**.
* Reports will **NOT BE ACCEPTED** via WhatsApp, email, slipped under office door, etc.

**ACADEMIC HONESTY.** Academic honesty is an essential component of the academic process. Students are expected to “live up to the highest ethical standards with respect to the origin of ideas, the accuracy of data, and like matters”. The University considers any form of plagiarism or cheating on exams, projects, or papers to be unacceptable behavior. Academic dishonesty will result in **discontinuation.**