

GENERAL FORMAT OF RESEARCH PROPOSAL

- ❖ An outline of the major components of the research proposal:

Cover Page:

Logo

Research Title

Purpose why the research is conducted

Name and Address of the investigator (Student researcher)

Name and Address of the advisor and co-advisor

Month, year (without a comma in between them) Place and country where the proposal is prepared.

- ❖ Inside the proposal / Preliminary pages/ takes up Roman numbers as follows:

Acknowledgement.. i

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List of Figures ..iv

List of Acronyms .. vi

Proposal texts starting from chapter one onwards take up Arabic numbers: 1, 2, 3, ...

CHAPTER ONE

1. INTRODUCTION:

1.1 Background of the study: General to specific or deductive order is recommended

- ❖ Definitions and concepts related to the topic
- ❖ Global issues and trends about the topic
- ❖ Situations in less developed countries or in an industry
- ❖ National level
- ❖ Regional level
- ❖ Organizational level (Supported by Review of Literature)

1.2 Statement of the problem: (Justification of the study)

- ❖ Hard facts or quantitative data about the topic for some previous years and problems in the study organization.

- ❖ Researches conducted previously in the area of your topic and their findings must be stated in the statement of the problem.
- ❖ Facts that motivated the investigator to conduct the research
- ❖ Exactly specifying and measuring the gap

1.3 Significance of the study: two things have to be written

Research gap or study gap that initiated for the study

List of the beneficiaries of the findings when the study is completed.

- User organizations
- Other researchers
- The society or the community

1.4 Research Objectives

1.4.1 General Objective: Often one statement directly related to the topic of the study.

1.4.2 Specific Objectives: *Often 4-8, which is prepared based on conceptual framework.* It takes up "To" as an initial.

- a. What the researcher want to achieve
- b. About the data s/he wants to collect,
- c. What to analyze and compare with,

1.4.3 Research Questions

Questions to be answered to meet the research objectives or produce implications of the hypothesis.

Prepared based on specific objectives.

1.5 Scope of the study:

Scope provides the boundary or framework. It includes:

- ❖ Conceptual scope
- ❖ Geographical scope
- ❖ Time scope
- ❖ Methodological scope

1.7 Limitations of the study:

Limitation is the implication or effect of the scope.

A Limitation identifies potential weaknesses of the study.

1.8 Scheme of Chapterization:

Organization of the chapters to be written. Such as,

Chapter One : Introduction

Chapter Two: Review of Related Literature

Chapter Three : Research methodology

Chapter Four: Analysis and Interpretation

Chapter Five: Summary of Findings, conclusions and recommendations.

1.9. TIME SCHEDULE AND BUDGET FRAME:

1.9.1 Time Schedule:

Try to put reasonable and realistic time on the basis of

The scope of the study

The research objectives to be achieved

The methods and techniques to be used

Table 1.1: Time Schedule

Description of Activity	Duration	Final Date	Remarks

1.10: Budget breakdown

Realistic and detailed to reflect the activity schedule and convincing for the reader or possibly the financier; reflect real budget.

Table 1.2: Budget breakdown

Description of Activity	Duration	Final Date	Remarks

CHAPTER TWO

2 REVIEW OF RELATED LITERATURE:

3. CHAPTER THREE

3. Research Methodology

3.1 Description of the study area

Here discuss the back ground of the study area.

3.2 Research Design:

Census V/s Survey (Decide which one to use and why).

Survey Design (Decide on the survey designs to be used by investigator clearly stating the reasons for your decision).

Which design are you using in your research study and why are you using it. Justify it clearly.

3.3 Data Type and Source

- ❖ Data type : primary and secondary data
- ❖ Data source: primary data from primary source and secondary data from secondary source.
- ❖ Qualitative V/s Quantitative (Give reasons)

Primary Sources (Decide on which method or methods to use by stating justifiable reasons)

- Questionnaires
- Interviews
- Observations
- Focus group discussions, etc.,

3.4 Study population: Write target population of your study clearly stating the number if the population is quantitative.

3.5 Sampling Design (Show how and why you are going to use different techniques of probability and/or non-probability sampling techniques). Generally, it is a technique used to draw a sample from study population.

Sampling Procedure (Clearly state the steps in sampling).

Sample Size (Use the sample size determinations formula as a base and make adjustments with due regard to the target population and the homogeneity or heterogeneity of the population characteristics).

3.6 Data Collection methods:

State the data collection tool or tools to be used with necessary justifications written in the proposal.

Data collection procedures (show in detail)

- ✓ How the questionnaire will be administered?
- ✓ Who will be involved?
- ✓ How many people will be involved?
- ✓ When will data be collected?
- ✓ Where will data be collected?
- ✓ How data collection will be administered?
- ✓ How other methods will be applied in combination (Triangulation)

Focus group discussions

Interviews

Observation

3.7 Data Analysis and interpretation:

Manual V/s Mechanical

Editing: Field V/s In-House Editing (Include reasons)

Recording / Data entry / or Keyboarding

Methods of Analysis

Qualitative V/s Quantitative

Descriptive (tools to be used)

Explanatory

Statistical tools to be used for the analysis.

REFERENCES:

Here write your references using either APA or Harvard or MLA referencing style.

Write only one of them. Don't write all of them in a single research.

It would be better if Harvard or APA are used sequential in that order.

References take up the continuation of Arabic numbers.