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**GUIDELINES FOR PREPARATION OF A TENTATIVE RESEARCH PROPOSAL FOR
REGISTRATION TO A MASTER DEGREE BY THESIS OR Ph. D DEGREE**

NOTE: These guidelines are only for those applying for a degree program done purely by thesis (research) without any course work.

Title page

The title page should include the following

Name of Candidate: -----

Name(s) of Supervisor(s): -----

Department:

Faculty: ----- Proposed Degree: -----

Title: Give a title to the research proposal. The wording of the title should be short, comprehensive and clear; and should reflect fairly accurately the research problem. It is advisable to identify key words, issues of the research and evaluation variables when formulating the title. Please note that page number should not appear on this page.

Abstract

The abstract should be presented on the page just after the title page. This should summarize the contents of the whole proposal in not more than 300 words; it should be provided in a single paragraph. This page will bear roman number two (ii). Please note that all numbers should appear on top centre of each page.

Table of contents

The table of contents should appear just after the abstract. It should indicate page numbers of each item to be found in the research proposal. Pagination should be in roman number, continuing from the abstract.

1.0 Introduction

Should provide background information to form a setting to the problem of the proposed research. It is in this chapter where the student comprehensively reviews the literature pertaining to the problem to show what other people have published on the problem citing specific authors where appropriate, what gaps of knowledge still exists, and what additional research needs to be done. Often it is useful for the student to divide the introduction section into subheadings such as:

1.1 Back ground to the study

Provide background information to the problem. This section should not exceed 2 pages.

1.2 Statement of the Problem

Delineate or identify the problem. This should not exceed one and half page.

1.3 Objectives

Spell out the main objective and specific objectives of the study

The applicant should show the principal objectives of the intended research, outline what gaps of knowledge will be filled through the research, and what advances will be made when the research plan is executed. Provisional hypotheses should be presented, if already formulated.

1.4 Questions

The student may choose to use either research hypotheses or research questions; however depending on the nature of the study the researcher may opt to use both. Where the student chooses to use hypotheses he/she should provide both null and alternative hypotheses. For every hypothesis, variables to be tested should be clearly stated. Where the student opts to use research questions he/she should use action verbs to ensure that specific objectives are measurable.

1.5 Literature review

Focusing attention on the relevant literature on the problem, including methods, findings by other researchers and identification of gaps in knowledge. This chapter should also include theoretical and empirical frame work. A framework is a collection of interrelated concepts, theories not necessarily so well worked-out, which guide the research, determining what things should be studied, measured, and what statistical relationships to look for. This section should not exceed 15pgs.

1.6 Research methodology

A research proposal should contain a section giving details on methods proposed to be used when conducting the research. The location(s) where the proposed research will be carried out should also be given in this section. If particular instruments are to be used, their details and specifications should be presented. The research design should clearly state. If the data are to be collected through sampling, then the study population and sampling procedure should be described. If questionnaires will be used, samples of the proposed questionnaires should be presented. If standard methods will be used, then full references to them should be given. In case new methods have been developed by the applicant, these should be described in sufficient details. In all cases, data analysis plan should also be included. If any limitations to the proposed methods are known, then these should be pointed out. Ethical issues to be addressed should be stated and where appropriate a form filled and signed as shown below.

1.7 References

List down the references you cited in the text. These should be listed in an alphabetical order not forgetting to start with author (s) name(s), year, and title of the publication, source (eg Journal etc.), volume and pages.