



CENTRE OF GRADUATE STUDIES
FACULTY OF APPLIED SCIENCES

**GUIDELINES AND FORMAT FOR
WRITTEN AND DEFENSE RESEARCH PROPOSAL**

GUIDELINES FOR WRITTEN PROPOSAL

1. Students are required to prepare a detailed proposal for their project. The proposal must cover relevant background information and procedures employed. The standard proposal format requires the students to demonstrate comprehensive and critical review of the research that serves as a foundation for their study.
2. Students must submit the written research proposal before the due date specified by Centre of Graduate Studies.
3. The format of research proposal is as shown in Appendix B.

FORMAT FOR WRITTEN PROPOSAL

The proposal should include the following items and all chapters, references and appendices should start on a new page.

1. Cover page
The cover page contains the proposal title, student's name, supervisor's name and endorsement from the supervisor (Refer to Appendix A)
The title of the proposal should be accurate, concise and clearly indicating the subject of research.
2. Chapter 1 : Introduction
This chapter will comprise of the following area:
 - The background of the research
 - Problem Statement / Problem Identification
 - Significance of the study
 - Objectives of study
 - Scope and Limitation of the study
3. Chapter 2 : Literature Review
This chapter contains the critical description of current knowledge that is relevant to a particular topic. It is often associated with academic-oriented literature.

4. Chapter 3 : Methodology
In this chapter, the procedures, techniques and experimental design that will be used to achieve the objectives will be explained. The software to be used for analysis of results will also be included and the application is described briefly.
5. References
References should be formatted and arranged in standardized format according to the area of the research
6. Appendices
Contains any any additional or supporting information to support your proposal.

FORMAT AND GUIDELINES FOR DEFENSE OF RESEARCH PROPOSAL

1. The student should give a presentation according to the schedule prepared by Centre of Graduate Studies, FSG. The duration of the presentation is as the following:
 - i. MSc candidate: 20 mins presentation followed by 10 minutes Q&A session
 - ii. PhD candidate: 30 mins presentation followed by 10 minutes Q&A session
2. Please print 5 copies of the power point presentation to be distributed to the Panel of Assessors during the scheduled defense.
3. The presentation consists of the summarization from the written research proposal which is submitted earlier. Therefore all chapters should be included in the presentation.

APPENDIX A
FORMAT FOR TITLE PAGE



CENTRE OF GRADUATE STUDIES
FACULTY OF APPLIED SCIENCES

SEMESTER JULY – DECEMBER 2010
RESEARCH PROPOSAL

TITLE OF RESEARCH PROPOSAL

Part A

Name of Candidate :
Student ID No :
Programme Code :
Semester :
Mobile HP No :

Part B

Name of main supervisor :
Name of co-supervisor(s) :

Part C

Endorsed by:

(Signature of Main Supervisor):

Name :

Date :

APPENDIX B
FORMAT FOR WRITTEN PROPOSAL

TITLE OF PROPOSAL

CHAPTER 1 : INTRODUCTION

- 1.1 Background of Study
- 1.2 Problem Statement
- 1.3 Significance of Study
- 1.4 Objectives of Study
- 1.5 Scope and Limitation of the Study

CHAPTER 2 : LITERATURE REVIEW

- 2.1
- 2.2
- 2.3

CHAPTER 3 : METHODOLOGY

- 3.1 Preparation of Samples / Sampling Techniques
- 3.2 Analysis / Measurement
- 3.3 Data Collection
- 3.4 Statistical Analysis

REFERENCES

APPENDICES