

**CENTRE FOR RESEARCH AND GRADUATE STUDIES**

**PROPOSAL DEFENCE FOR PHD/MSC (BY RESEARCH) PROGRAMME**

IMPORTANT NOTES:

1. The Proposal Defence should be conducted within 6 months of the student’s enrolment into the postgraduate (by research) programme. The purpose of the Proposal Defence is to ensure that the research project proposed by the student is of a good standard and hence, ensure its quality and to ensure practicality of the research project.
2. The student’s Main Supervisor should nominate to CRGS, TWO assessors among UoC lecturers (must include a co-supervisor and a Professor not involved in supervising the research project) at least THREE weeks before the proposed date for Proposal Defence.
3. The Proposal Defence presentation will be chaired by the Main Supervisor.

GUIDELINES:

1. A proposal must be submitted before the Proposal Defence presentation. The technical format of the proposal is as the following:

Font type: Times New Roman

Font size: 12

Spacing: 1.5

Maximum number of pages: 7 pages

1. **Contents of the proposal should follow the following format:**
   1. Title
   2. Introduction
      1. Research problem and justification of research
      2. Research questions and research objectives – general objectives and specific objectives
      3. Research hypothesis/es
   3. Literature review
      1. Review of literature

* + 1. Conceptual framework
  1. Materials and Methods/ Methodology
     1. Study design
     2. Study population and sampling
        1. Study population
        2. Study sample and sampling frame
        3. Sampling method
        4. Sample size estimation
        5. Selection criteria - inclusion and exclusion criteria
     3. Data collection
        1. Study instrument and data collection method
        2. Variables – independent and dependent variables
        3. Operational definitions of variables
     4. Data analysis, interpretation and storage
        1. Statistical software and statistical tests
        2. Data and specimen storage (how, where and how long)
     5. Ethics and ethical approval
        1. Disclosure of conflict of interest of researchers (if any)
        2. Potential benefits and risks of study
        3. Confidentiality and security of data
        4. Involvement of vulnerable subjects (if applicable)
        5. Respondent/Patient Information Sheet
        6. Informed consent – consent form
        7. Proposed institution for ethical approval
     6. Expected results – dummy tables if necessary
  2. Gantt Chart
  3. Total estimated budget

1. **Presentation** for Proposal Defence should follow the following format:
   1. Presentation time: maximum of 20 minutes plus 10 minutes questioning.
   2. Powerpoint presentation slides should be clear with no fancy designs.
   3. The content of the presentation should follow the general format of the proposal (see above).



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**PROPOSAL DEFENCE EVALUATION FORM**

|  |  |  |  |
| --- | --- | --- | --- |
| **To be completed by CRGS** | | | |
| Name of Candidate |  | Faculty |  |
| Student ID |  | Programme |  |
| Intake |  | Mode of Study | By Research / Mixed Mode |
| Research Title |  | | |
| Main Supervisor |  | | |
| Co-Supervisor 1 |  | Co-Supervisor 2 |  |

Please select the most appropriate score for each criterion:

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1-2 | Poor | 3-4 | Fair | 5-6 | Satisfactory | 7-8 | Good | 9-10 | Excellent |

|  |  |  |
| --- | --- | --- |
| **Evaluation Criteria** | **Score Awarded** | **Average Score (for Chairperson only)** |
| **A. Background of study** | | |
| * The research title is reflecting scope of research study * Candidate’s ability to describe the background of study |  |  |
| * Candidate’s ability to describe the problem statement and research gap * Candidate’s ability to describe research objectives and questions. |  |  |
| **B. Literature review** | | |
| Candidate’s ability to critically analyze the literature and  to propose research framework. |  |  |
| **C. Research methodology** | | |
| Candidate’s ability to determine related materials and study design to be used and to justify how the research  conceptual frameworks: research methodology and/ or data analysis method can solve current research gap. |  |  |
| Candidate’s ability to describe procedure / technique / experimental set up and to confirm the validity and reliability of the research methodology deployed. |  |  |
| **D. Expected Result** | | |
| Candidate’s ability to interpret result and to organize his/her research throughout the study (Gantt chart). |  |  |

|  |  |  |
| --- | --- | --- |
| **E. Presentation** | | |
| Candidate’s ability to deliver reports in writing and verbal, with  confidence using appropriate audiovisual aids. |  |  |
| Candidate’s ability to comprehend questions and respond  accordingly. |  |  |
| **F. Proposal write up** | | |
| According to format |  |  |
| Language and clarity |  |  |

Please indicate your summary of recommendation by placing (√) in the appropriate box:

|  |  |  |
| --- | --- | --- |
| **Total Marks** | **Result** | **Remark** |
| ≥50 % | **SATISFACTORY** | Fully satisfied  Minor improvement  Major improvement |
| <50 % | **UNSATISFACTORY** | Need to represent |

Comments for improvement:

Name :

|  |
| --- |
|  |

|  |
| --- |
|  |

Role : Examiner Chairperson

Signature:

Date :