

**UNIVERSITY OF LAGOS
DISTANCE LEARNING INSTITUTE**

**PROPOSED RESEARCH PROJECT FORMAT –TO BE IN USE AS
FROM 2021/2022 SESSION**

APRIL 2021

OUTLINE

- Cover>Title Page
- Inside Cover Page
- Certification
- Approval
- Dedication
- Acknowledgement
- Abstract
- Table of Contents
- List of Tables
- List of Figures
- List of Symbols (where Applicable)
- Main Work (Chapters One to Five)
- References
- Appendices (where Applicable)

Cover>Title page: This page contains the name of the institution, the title of the study, the name of the student; the first name comes first, followed by other names. However, the surname should be in capital letter. It also includes the month and year the project was completed which is inserted at the bottom of the page (e.g. August 2022). The cover of the project also has a spine in which the author's surname and initials, programme of study, e.g. B. Sc. Economics as well the year of completion of the project are written.

Inside Cover Page: This page contains the title of the study stated at the upper half of the page. Also, the name of the Author; the first name comes first, followed by other names. Again, the surname should be in capital letter. The lower part of the page will have the statement read 'A project submitted to the Distance Learning Institute, in partial fulfilment of the requirements for the award of the degree of, e.g., '*Bachelor of Science (B.Sc.) Economics or Public Administration or Accounting or Business Administration or Bachelor of Science Education (B.Sc.Ed.) Chemistry or Biology or Physics or Early Childhood Education or the degree of Bachelor of Arts Education (B.A.Ed.) English*' of the University of Lagos, Akoka. Then at the bottom of the page, the month and year the project was completed is inserted (e.g. August 2022).

Certification page: The page shows the certification of the project supervisor on the originality of the study, as a true work carried out by the student. A statement certifying the work by the supervisor reads: This is to certify that this research project titled “.....” was written by (Student's name) with the matriculation number (e.g.11100772) under my supervision. This shall be followed by the supervisor's name, signature and date.

Approval page: This page contains the approval of the research project and the names of the supervisor, Head of Department, including the portions for their signatures and dates. It also includes a portion for the signature and date of the external examiner. The statement reads thus, "This is to attest that this research project titled “.....”, written by (Student's name) with the matriculation number (e.g.11100772) has been examined and found acceptable as part of the requirements for the award of say a Bachelors degree of Science (B.Sc.) in Economics".

Dedication page: Under this, the student dedicates the research to a divine being, someone, dead or alive.

Acknowledgement: In this part, the student writes to appreciate all persons who contributed, (morally, financially, technically and in any other form) to the success of the research.

Abstract: This page consists of a synopsis of the whole research work. It is usually written with the tense in past/present continuous. This is expected to be about 300 words to summarize the statement of the problem, objectives of the study, the methodology, major findings, conclusion and recommendations.

Table of Contents: Main headings and sub-headings along with page numbers are listed in this section. This allows for easy page identification and reference. Pages before the main body of the work are numbered in Roman numerals, while other pages are numbered in Arabic numerals.

Lists of Tables/Figures/Symbols: These aid the reader in easy identification of certain figures, tables and symbols in the work. It is expected to be well-numbered and explicit. In the main content, the figure/table should be well-labelled according to the chapters.

CHAPTER ONE: INTRODUCTION

1.1 Background to the Study

Students are expected to describe in general terms the larger area of the problem being investigated. This will serve as the basis of introducing the problem. It will also be a way to establish relationship that exists between the problem being investigated and the larger area of concern to people and organizations.

1.2 Statement of the Problem

The study is to provide answers /solutions to identified problem(s). Therefore, students should be able to state the problem clearly and convincingly, justify/show the necessity to finding solution to it, as well as the implication of such problem. If possible, such problem could be linked to given theory or fact.

1.3 Aim and Objectives of the Study

The aim of the study is seeking to find a solution to the problem or finding relationships that exist between variables connecting the problem by breaking the problem into its component parts through exploration or analysis. Two (2) to five (5) specific statements (objectives) of what the researcher intends to do to achieve the aim should be stated. In essence, the student begins by stating the broad objective (aim of the study), followed by the specific objectives.

1.4 Research Questions

These are guides to the researcher in his quest to provide solutions to the problem being investigated. Such research questions should be in line with the aim and objectives of the study. When the research questions are answered, the objectives of the study are achieved. From the general research questions, minor research questions can be formulated and these

are specific questions which, may be used eventually as questions for the construction of the questionnaire or any other study instrument. The major research questions should be raised using active verbs such as *are, is, does etc...* This will subsequently reinforce both the validity and the reliability of the instrument.

1.5 Research Hypotheses (Optional)

Hypotheses are basic assumptions regarding the variables, i.e., the statements of relationship between or among variables. They are conjectural or tentative statements about the relationship between the variables to be proved right or wrong. It also serves as guide to the investigator in his/her quest for data or information for the investigation. Hypotheses could be derived from the literature reviewed and should be in line with or complement the research questions to achieve the study objectives.

1.6 Significance of the Study

This section provides justification for the study and what will be contributed to knowledge by the study if successfully carried out. It provides the author with the opportunity to justify his/her attempt to solve the problem.

1.7 Scope of the Study

Delimitation or scope of the study enables the researcher to circumscribe his research within a manageable limit. It provides the researcher with the opportunity to explain the boundaries of the study and describe the aspect of a general /wide problem area covered as well as what aspects will not be covered. The student should state the relevance of the scope (e.g. time scope) to the study.

1.8 Definition of Terms

The definition of unfamiliar terms (as used in the study) will be necessary when technical terms are used or when concepts are used in a specific way in the study. This serves as the dictionary of the report; hence, the terms are arranged alphabetically.

End of Chapter references (7th American Psychological Association (APA) style)

CHAPTER TWO: LITERATURE REVIEW

2.1 Preamble

This requires a brief outline of the works in this chapter

2.2 Theoretical /Conceptual Review

Relevant theories and concepts relating to the problem being investigated in the study should be briefly discussed and linked to the study to provide the right framework for the study, i.e., theories on which the study is anchored. It also, provides an avenue to review relevant and known literature to the problem being investigated. In some fields of study, theoretical and conceptual reviews can be done separately whereas in others the reviews could be only conceptual or theoretical.

2.3 Empirical Review

This gives the researcher the opportunity to review some of the previous works by other authors in this area of concern. A brief historical review will enable the researcher to follow the trend of thought in this area. This will enable or help the researcher situate or relate his/her study to previous works done in the area of concern.

2.4 Summary of the Literature Review

In this section, the review of the literature done is being summarized. This is expected to reveal the gap in the literature at a glance.

End of Chapter references (7th American Psychological Association (APA) style)

CHAPTER THREE: RESEARCH METHODOLOGY

FOR PRIMARY DATA

3.1 Preamble

This requires a brief outline of the works in this chapter

3.2 Research Design

This has to do with the blueprint of the study that points the way to collecting the needed and relevant data for the study. It shows the particular research design being adopted for the study and why.

3.3 Population of the study

This has to do with the characteristics of the population of the study. The population of the study is a consensus of all items or subjects that possess the characteristics, or have knowledge of the phenomenon, being investigated or studied. This should be indicated with verifiable references. The nature of the study population must be known because it helps in the choice of sampling technique. However, the population may have a known size or not.

3.4 Sampling Procedure and Sample size

The sample is part of the population or representative part of the population. Before drawing the sample, the researcher must define the unit of analysis or unit of study, that is, what or who is being studied and what constitutes the population from which the sample will be drawn. The manner of selecting the sample is as important as the size of the sample. The size of the sample is the number of the population elements that are selected for the study. It must be adequate for generalization, hence, a sample size less than 30% where the population is small is considered worthless for purpose of statistical analysis. Students should ensure that a scientific procedure is employed for selecting an appropriate sample size.

3.5 Data Collection Instrument and Validation

Validity is concerned with the instrument measuring what it is supposed to measure while reliability is concerned with the consistency of results obtained from the application of the instrument. An instrument may be reliable without being valid. It is important that the researcher should subject the instrument to the test of validity and reliability. Only data which have relevance to the current study should be collected.

3.6 Method of Data Analysis

The method of data analysis should consist the basic elements of data preparation, tabulation and analyses. It should contain the breakdown and ordering of the quantitative information that are gathered through the research. A brief strategy and procedure for summarizing and exploring relationships among the variables on which data have been collected is required. For example, **single variable analysis** or one variable at a time (**univariate analysis**) which is often done for descriptive purpose – frequency distribution; frequency distribution by grouping the data; useful summary through some measures of dispersion such as range, variance and standard deviation. Relationships involving **more than one variable** (**multivariate analysis**) such as regression models, correlational analysis, analysis of variance, t-test, factor analysis, and discriminant analysis can be explored. Furthermore, the student should embrace the use of computer programmes such as Statistical Packages for Social Sciences and Stata. Students will have to choose the methods that best suit the data collected as well as justify the choice of the methods. This gives the possible relationship that might exist among the key variables of the study; and thus makes easier the actual analysis.

3.7 Limitation of the methodology

Relevant observed extraneous circumstances or imperfections encountered in sampling from population, research design etc. should be stated as limitation(s) to the methodology. The efforts made by the researcher to handle the limitation(s) should be stated.

FOR SECONDARY DATA

3.1 Preamble

This requires a brief outline of the works in this chapter

3.2 Theoretical Framework

This is the theory that provides the necessary framework for model specification. The framework may include more than one theory. Variables estimated are expected to largely emanate from the theory or theories.

3.3 Model Specification

This is the functional and mathematical expression of variables to be estimated. The expression provides information on a priori expectation of the researcher on the nature of the relationship that exists among the variables under investigation. It is expected that the expression is presented in such a way that it is in conformity with the method of estimation required for the analysis.

3.4 Description and Measurement of Variables

This is the explanation on the variables that are estimated. In this sub-section, information are provided on the indices or proxies used to measure each variables and their measurements.

3.5 Sources of Data

In the section, information are provided on the sources of data, e.g. Central Bank of Nigeria (CBN) Statistical bulletin, World Development Indicators (WDI), International Monetary Fund (IMF) Data, e.t.c.

3.6 Method of Data Analysis

The method of data analysis is expected to consist the basic elements of data preparation, tabulation and analyses. It should contain the breakdown and ordering of the quantitative information gathered through the research. A brief strategy and procedure for summarizing and exploring relationships among the variables on which data have been collected is required. For example **single variable analysis** or one variable at a time (**univariate analysis**) which is often done for descriptive purpose – frequency distribution; frequency distribution by grouping the data; useful summary through some measures of dispersion such as range, variance and standard deviation. Relationships involving **more than one variable (multivariate analysis)** such as regression models, time series econometric procedures, panel data analysis, correlational analysis, analysis of variance, t-test, factor analysis, and discriminant analysis can be explored. Furthermore, the use of software such as Statistical Packages for Social Sciences (SPSS), Econometric Views (E-Views) and Stata need to be embraced. Students will have to choose the methods that best suit the data collected as well as justify the choice of the methods. This gives the possible relationship that might exist among the key variables of the study; and thus makes easier the actual analysis.

3.7 Limitation of the methodology

Relevant observed extraneous circumstances or imperfections encountered in the analytical procedures should be stated as limitation(s) to the methodology. The efforts made by the researcher to handle the limitation(s) should be stated.

CHAPTER FOUR: DATA PRESENTATION AND ANALYSIS

4.1 Preamble - A brief outline of the Chapter to provide insight into the content of the chapter.

4.2 Presentation and Analysis of Data

4.2.1 Answers to Research Questions

Data collected are presented and analyzed based on the suitable method. Data could be presented using tables, pie charts, bar charts, histogram, etc. Data presented should be accompanied with the interpretation of the associations and relationships among the data groups with the appropriate implication to the study or the unit of study. The summary of interpretation of results should provide answers to the research questions.

4.2.2 Test of Hypotheses (Optional)

Relevant data collected and tables where necessary could be used to test the stated hypotheses at relevant level of significance. The interpretations should be relevant while avoiding type I or type II errors.

4.3 Discussion of Findings

Findings should be discussed extensively and this should be done in associational manner, that is, in relation to previous findings on the subject matter.

CHAPTER FIVE: SUMMARY OF FINDINGS, CONCLUSION AND RECOMMENDATIONS

5.1 Summary of findings

A brief summary of major findings of the study should be stated in a concise manner that captures the contributions to knowledge on the subject.

5.2 Conclusions

Conclusions should be drawn from the findings. This should not be a repetition of the findings.

5.3 Educational Implications of Findings

Implications of the findings to education and its policies are drawn.

Note: Section 5.3 is peculiar to the Education Department. However, students in other Departments are free to draw implications of their findings for polices and current issues on certain subjects in their field of study.

5.4 Recommendations

Recommendations should also be based on the conclusions or major findings.

5.5 Limitations of the Study

Limitations of the study are obstacles encountered in the study. These are challenges or hindrances that are beyond the control of the researcher. They are not pedestrian excuses such as lack of adequate time and funding for conducting the study.

5.6 Suggestions for Further Studies

In this section, the student makes suggestions for further studies. Such suggestions could arise from the limitations of the study.

References: This shows a list of all the relevant journals, books and all sources of information consulted in the course of the study, either online or in print. The 7th American Psychological Association (APA) style should be used.

Appendices: These are the listings of supplementary/ additional materials that are not added to the body of the work. It includes summary of all research evidence, data from case study, list of parameters, presentation of additional models/charts and copies of questionnaire/interview questions.

RESEARCH PROPOSAL

OUTLINE:

1. Background to the Study

2. Statement of the Problem
3. Aim and Objectives of the Study
4. Research Questions
5. Research Hypotheses (Optional)
6. Scope of the Study
7. Significance of the Study
8. Brief Outline of Literature to be reviewed (citations include Journals, books, Chapters in books, etc).
9. Research Methodology

