

RESEARCH METHODS

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GEOGRAPHY CBCS HONOURS

SEMESTER: IV

UNIT-II

SEC - 2T

POINT : 4. ALL

Structure of research report



Writing the Research Report



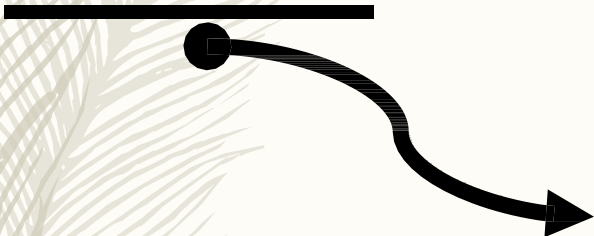

Objectives

What is Research Report ?

Parts/ Section of a Research Report

The Research Report

Either called *dissertation* or *thesis*.



*proposition to be
maintained or
proved especially by
candidate for degree.*



Preliminary Section

- Title Page
- Approval Sheet
- Biographical Sketch
- Acknowledgement
- Table of Contents
- List of Tables
- List of Figures
- List of Appendix Tables
- Abstract



Body of the Report

CHAPTER I

- Background of the Study
- Statement of the Problem
- Significance of the Study
- Assumptions of the Study
- Scope and Limitations
- Definition of Terms

Introduction

Background of the Study

- Includes purpose and reason behind the conduct of the study.
- It answers the question: “What made you conduct the study?”
- It also serves as the introduction

Statement of the Problem

- The main problem that the research is trying to solve.
- It follows the formulation of the title and should be faithful to it.
- It specifically points the important questions that the study needs to answer.
- It also serves as the bases of the questionnaire.

Significance of the Study

- “Why conduct the study?”
- You have to identify who will benefit from the research and how they will be benefited.
- This should match with the recommendation.

Assumptions of the Study

- The expected outcome of the research

Scope and Limitations of the *Study*

- Determines the coverage of the study and all the things that it will not cover in order to be specific.

Definition of Terms

- Defines technical terms based on how they are used in the study, specifically in the title.
- This aims to provide the readers or future researches with basic terminologies that are important to understand the paper.



Body of the Report

CHAPTER II

- Review of Related Literature

Review of Related Literature

- This is where you will use your note cards and will serve as the foundation of your research.
- This is your own work therefore should not directly be lifted works from other sources.
- This will require your command of language and writing skills such as summarizing, paraphrasing, and quoting.

Guidelines

- Must be also organized to cover the specific problem.
- Must take all the evidences about the problem with the author's experiences.
- Get the latest published materials.



Body of the Report

METHODOLOGY

- Research Design
- Locale of the Study
- Participants of the Study
- Research Instrument
- Data Gathering Procedure
- Statistical Techniques

Research Design

- The kind of research used by your study.
- This answers why the method used is appropriate for the study.

Duration/Time Frame of the Study

- State exactly when and where the research will begin and end

Participants of the Study

- Describes the respondents: who they are, what their profile is, where they are from, etc.



Research Instrument

- Describes your instrument.
- Questionnaires

Data Gathering Procedure

- Narrates the process undergone by the study that eventually leads to the findings

Statistical Techniques

- Describe the statistical tool used in the study
- Bar diagram, pie graph, line graph, scatter diagram
- ANOVA, T-Test



Body of the Report
CHAPTER IV
• Results and Discussion

Results of the Study

- Present all the data gathered from the instrument used by tabulating all the data gathered information.
- Aside from the tables, an interpretation of each presented data should follow. This will serve as the bases of your Summary of Findings



Body of the Report

CHAPTER V

- Summary of Findings
- Conclusions
- Recommendations

Summary of Findings

- Summarizes the interpretation of data
- Should answer directly your statement of the problem

Conclusions

- It will be based from the summary of findings
- A part wherein your hypotheses and assumptions are being proven

Recommendations

- Should be based on the findings and conclusion of the study
- Also included action plans after the conduct of the study
- May be specific or general or both may include suggestions for further studies
- Should be in a non-technical language
- Should be feasible, workable, doable, flexible and adaptable.

Summary of the Report

Individual Sections	Contents of Each Section/Chapter
Title page	Concise heading indicating what the report is about
Table of contents	List of major sections and headings with page numbers
Abstract or executive Summary	Concise summary of main findings
Introduction	Why and what you researched
Background	Review of related literature
Methodology	What you did and how you did
Results	What you found
Discussions	Relevance of your results/findings
Conclusions	Summary of results with justification and decision you arrived at
Recommendations	What needs to be done as a result of your findings



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