

Final arrangements of the research report submitted to Research Management Committee

Researches who are eligible for the research allowance payment according to the Department of Management Service Circular No. 02/2014 should be submitted a **Final Research Report** at the end of three years of research period. The format of the **Final Research Report** as follow.

1. Letter of transmission (covering letter)
2. Title of the research
3. Abstract
4. Introduction
 - a. Background and justification
 - b. Problem statement/ study problem
 - c. Research objectives
 - d. Hypothesis (if required)
5. Review of Literature
6. Methodology
 - Place and time period
 - Materials
 - Experimental methods (experiment 1, 2 etc.)
 - Sampling techniques
 - Research design
 - Methods of data collection
 - Description of data analysis
7. Result & Discussion
8. Conclusions, Recommendations & Limitations
9. References
10. Appendices (if required)

Note: Submission of the Final Research Report is mandatory.