

Science Engineering and Technology (SET) School
Khulna University

TEMPLATE FOR SUBMISSION OF MASTER'S THESIS PROPOSAL

(Code: SET/PG/Format/Template/Form-2021-01)

[This Template was approved by the Academic Council in its 173rd Meeting held on 1 Sep 2021, on the recommendations of the Board of Advanced Studies in its 46th meeting held on 24 Aug 2021 and Executive Committee of SET School in its 66th Meeting held on 27 January, 2021]

General Instructions

- Thesis Proposal must be written English.
- Thesis must be presented in a permanent and legible form in typescript. Typing should be of even quality, with clear black characters. Drawings should normally be black ink.
- International A4 size paper must be used. Paper must be of good quality and of sufficient opacity for normal reading (of weight 80 gm-2 to 100 gm-2). Only one side of the paper must be used.
- Margins at the binding (left-hand) edge must be 1.25 inches and other margins 1 inch. The page format should be single column with one and a half spacing used between the lines. Paragraph should be separated by two spaces.
- The recommended font is Times New Roman, and the recommended text font-size is 12-point.
- It should be maximum 5,000 words (excluding Bibliography).
- The recommended style is: 14-point with capitalized initial letters for all the headings; 13-point with capitalized initial letters for sub-headings; 12-point italicized for further headings within a sub-heading. All headings should be on separate lines from the text.
- Arabic numerals should be used in the format 1, 2 etc. (for headings), 1.1 etc. for sub-headings and 1.1.1 etc. for further headings within a heading and a sub-heading. There should be no further subdivision.
- Tables, figures etc. shall be numbered consecutively throughout the research proposal – Table 1, Figure 1 etc.
- Equations placed on separate lines from the text should be numbered whether or not they are referred to in the text. Numbering should appear in round brackets at the right-hand side of the page and be ordered consecutively throughout the thesis as (1) etc.
- Color may be used in diagrams and figures. However, it is recommended that such use be kept to a minimum, being reserved for situations where it is essential for clarity.



KHULNA UNIVERSITY
SCIENCE, ENGINEERING AND TECHNOLOGY SCHOOL

Application for Approval of Master's Thesis Proposal

A. Student Identity

Name of the Student (Block Letters) :
Student ID :
Status (Full time/Part time) :
Credit Completion Status :
Current Session :
Registration No. :
Present Address (mobile no and email id) :
Name of the Discipline :
Date of Enrolment in the Program :

B. Proposed Thesis Title *(written in exact format in upper and lower case, font size must be 12-point)*

[Instructions: Your title should give a clear indication of your proposed research topic or key question.]

C. Thesis Proposal Evaluation Committee

Member 1 :
Member 2 :
Supervisor :
Head of the Discipline :

Signed: Committee Members

1. Member 1 Signature.....
2. Member 2 Signature.....
3. Supervisor Signature.....
4. Head of the Discipline Signature.....



1. Background and Statement of the Problem

[**Instructions:** You should explain the broad background against which you will conduct your research. You should include a brief overview of the general area of study within which your proposed research falls, summarizing the current state of knowledge and recent debates on the topic, contextual background and the problems/issues to address. This will allow you to communicate your familiarity with the relevant field, topic and problems/issues clearly and concisely.]

2. Aim and Objectives of the Proposed Research

[**Instructions:** The aim is one sentence that describes the problem, the context, and the core of your research. What is to be achieved as an outcome of the research has to be visualized while mentioning the objectives of the research. Objectives should be given point wise (3-4 points).]

3. Research Questions(s)

[**Instructions:** The proposal should set out the central question(s) that will guide your research. Before writing your proposal, you should take time to reflect on the key question(s) that you are seeking to answer. Many research proposals are too broad, so reflecting on your key research question(s) is a good way to make sure that your project is sufficiently specific and feasible. You should formulate the question(s) clearly, giving an explanation as to what problems and issues are to be explored and why they are worth exploring.]

4. Literature Review

Instructions: In this section you need to identify the main ideas and research relating to your chosen topic. A literature review may include:

- a critical review of relevant theories;
- a search for relevant information;
- a survey of writing on the subject;
- a way of learning about the subject;
- a help in finding dissertation topics and research methodology/methods;

The literature review process will encompass your research issues/question(s). At the end of the literature review you will be able to identify the theoretical framework of the research. Here theoretical framework refers to a collection of interrelated concepts, like a theory but not necessarily so well worked-out. A theoretical framework guides your research, determining what attributes you will measure, and what analytical relationships you will look for. The interrelation can be explored by analyzing the literature and determining your own research approach. The following checklist might be helpful:

- What was the **purpose** of the previous study and how does it differ from other studies I have encountered and my own research ideas?
- How was the previous research **conducted** and how does it differ from other studies and my own proposed research?
- What were the **findings** and how do they differ from other studies, and what I expect to find?
- What were the **limitations and weaknesses** of these previous studies?

Keeping the above considerations in your mind, it is expected that you will first identify the key issues from your topic then literature will be reviewed under these issues using the above-mentioned checklist. After analyzing the literature of each issue under a single or multiple paragraph a

concluding paragraph will be included where you need to identify/narrate the variables/key issues you are going to explain in your research.

Use the following in-text citation format while writing your literature review or any other text you have gathered from other works.

APA IN-TEXT CITATION GUIDE

Author's Name	Example of Usage
Author's name part of narrative	Gass and Varonis (1984) found that the most important element in comprehending non-native speech is familiarity with the topic.
Author's name in parentheses	One study found that the most important element in comprehending non-native speech is familiarity with the topic (Gass & Varonis, 1984).
Multiple works (separate each work with semi-colons)	Research shows that listening to a particular accent improves comprehension of accented speech in general (Gass & Varonis, 1984; Krech Thomas, 2004).
Direct quote, author's name part of narrative	Gass and Varonis (1984) found that “the listener’s familiarity with the topic of discourse greatly facilitates the interpretation of the entire message” (p. 85).
Direct quote, author's name in parentheses	One study found that “the listener's familiarity with the topic of discourse greatly facilitates the interpretation of the entire message” (Gass & Varonis, 1984, p. 85).

Note: For direct quotations of more than 40 words, display the quote as an indented block of text without quotation marks and include the authors’ names, date, and page number in parentheses at the end of the quote. For example:

“This suggests that familiarity with non-native speech in general, although it is clearly not as important a variable as topic familiarity, may indeed have some effect. That is, prior experience with non-native speech, such as that gained by listening to the reading, facilitates comprehension.” (Gass & Varonis, 1984, p. 77)

5. Research Methodology

Instructions: When writing up your research methodology, should be specific about: the methods that you will use to gather your information; the theories and techniques you will use to analyze the information; and the relevance of these approaches to your research problem. You should specify the particular activities that you will undertake and show how they will contribute to the investigation of your research problem. Finally, anticipate any potential barriers that you will face in carrying out your research design. No method is perfect, so you need to describe what the shortcomings will be and explain how you will address those.

6. Timetable or Work-plan for the Proposed Study

Instructions: You should include an outline of the various stages and corresponding timelines for developing and implementing the research, including writing up your thesis. You need to develop a Gantt chart to show your timetable or workplan. Therefore, you must set key targets – completion and starts e.g., when is sample available; completion of fieldwork; and completion of analysis. You need to allocate time for major activities such as fieldwork; analysis; writing; production. Also, you need to think about other demands.

Timetable/Work Plan (Gantt chart)

Major research task/Milestones	Months/Week					
	1	2	3	4	5	6
Literature search and review						
Fieldwork planning and contact (if appropriate)						
Interviews or questionnaire survey (if appropriate)						
Data processing and analysis						
Reporting						

7. Outcomes of the Proposed Research

Instructions: Conclude your research proposal by stating your expected outcomes. It is essential that you give your reader a sense of what conclusions may be drawn. This will allow your reader to further assess the significance and validity of your research. It will also indicate to your reader that you have thought ahead and considered the potential outcomes and implications of your research.

8. Bibliography

Instructions: You should include:

- a list of references to key articles and texts discussed within your research proposal
- a selection of sources appropriate to the proposed research

You will follow American Physiological Association (APA, 6th style) to develop your reference list. Your reference list should be ordered alphabetically by author and then chronologically by year of publication. The APA 6th style requires the references to be indented as illustrated below in the examples.

For instances of multiple articles with the same authors and years of publication, please check the APA publication manual or Academic Writer. If you have the DOI for the journal article, you should include it in the reference, otherwise, it is not necessary.

Book:

De Vaus, D. A. (2014). *Surveys in social research*. Sydney, Australia: Allen & Unwin.

Book chapter

Hufschmidt, G., & Glade, T. (2010) Vulnerability analysis in geomorphic risk assessment. In: Alca'ntara-Ayala I, Goudie A (eds) *Geomorphological hazards and disaster prevention*. Cambridge University Press, Cambridge, pp 233–243.

Journal article

Greiving, S., Fleischhauer, M., & Lückenkötter, J. (2006). A Methodology for an integrated risk assessment of spatially relevant hazards. *Journal of Environmental Planning and Management*, 49(1), 1–19. <https://doi.org/10.1080/09640560500372800>

Webpage with an author


Simon, J., Smith, K., & West, T. (2009). Price incentives and consumer payment behavior.
Retrieved from the Reserve Bank of Australia website: [http://www.rba.gov.au/
PublicationsAndResearch/RDP/RDP2009-04.html](http://www.rba.gov.au/PublicationsAndResearch/RDP/RDP2009-04.html)

Government publication

Australian Institute of Health and Welfare. (2018). *Physical activity across the life stages*. Canberra, Australia: Author.

Company and Industry Reports

Vuong, B. (2018, November). *IBISWorld industry report OD5381. Coffee shops in Australia*. Retrieved from IBISWorld database.

A handwritten signature in black ink, appearing to read 'James Staff', is located in the lower right quadrant of the page.