



JOMO KENYATTA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY

COLLEGE OF HEALTH SCIENCES

SCHOOL OF PUBLIC HEALTH (SoPH)

PO BOX 62000-00200 NAIROBI TEL. (067) 52711 EXT 2226

I. RESEARCH PROPOSAL FORMAT

A) Title page

Should include:

i. Title

- Should be a reflection of the contents of the document.
- Fully explanatory when standing alone.
- Should not contain redundancies such as ‘a study of.....or ‘an investigation of.....
- Abbreviations should not appear in the title.
- Scientific names should be in italics.
- Should contain not more than 20 words.

ii. Author’s name and affiliation

- Preferred order of names- start with 1st, middle followed by last name.
- Full names should be used, initials should be avoided.
- Titles like Dr. should not appear in the names.

Affiliation should be well illustrated i.e. ‘A research proposal submitted in the Department of, School of in partial fulfillment of the requirements for the award of the degree Master of Science/Doctor of Philosophy in..... in Jomo Kenyatta University of Agriculture and Technology.’

The **year** should follow at the bottom of the caption.

Note:

For proposals (spiral bound) the cover page should include the title, author and affiliation (all on one page) and centered.

Page number does not appear on the title page

B) Declaration: Should include both the candidate’s and the supervisor’s declaration and duly signed.

This proposal is my original work and has not been presented for a degree in any other University

.....
Signature Date

This proposal has been submitted for examination with my/our approval as University Supervisors

1.
.....
Signature Date

2.
.....
Signature Date

3.

C) Dedication (Optional)

D) Table of contents: The rubric should be in title case and single spaced.

This begins on a new page. It should assist the reader to know quickly and clearly, how the proposal is organized. There must be consistency in the use of headings and subheadings.

- The chapter titles should be in caps and bold.
- The subheadings should follow each chapter title and should be in title case.
- Subheading of rows should be – Chapters & Pages indicated once at the top of each

column e.g.

	PAGE
Declaration.....	ii
Dedication.....	
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CHAPTER 1	1
1.0 Introduction	1
1.1 Background Information.....	1
1.2 Statement of the problem.....	2
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References.....

Appendices.....

Table of contents should be followed by:

- List of figures or list of tables- Should be labeled as per the chapters in which they are found e.g. the first figure in chapter one should be labeled as Figure 1.1

E) List of Tables (if any)

F) List of Figures (if any)

G) List of Appendices

H) Abbreviation and Acronyms (if any)

I) Definition of terms (if any)

- Define terms in the text that are not common id any.

J) Abstract: A brief statement on background of the problem, general objective, Summary of methodology (ie study site, design, study population, sample size, instruments/tool, data

collection, data processing and analysis (statistical package to be used, statistical test and level of significance), significance of the expected output.

- One page. Maximum One and half page

Note: Paginate using roman numbers starting with the declaration page

FORMAT OF MAIN BODY

Each chapter e.g. Chapter One:-INTRODUCTION should start on a separate page.

CHAPTER ONE

INTRODUCTION

This chapter should include the following;

1.1 Background Information: –Should show understanding and genesis of the problem.

- Gives specific gaps that are considered to be the root of the problem. This should be maximum one and half pages
- Talk about the global perspective followed by the local scenario.

1.2 Statement of the problem:-

- Must indicate exactly what the problem is.
- Indicate why and how it is a problem. Give information to support this e.g. by use of statistics
- This should be derived from background information to illustrate connectivity.
- Length- Maximum 2 paragraphs.

1.3 Justification of the study

Should illustrate why the researcher is conducting the research and whom it shall benefit

1.4 Objectives:-

1.4.1 General Objective

- One general objective which should be in line with the title.

1.4.2 Specific objectives- have to be in line with the variables the candidates hypothesize to influence the phenomenon being investigated.

- Should be related to the general objective.
- Should be “SMART”

1.5 Research Questions:-

- They should be in line with the specific objectives and equal in number.
- Have to be numbered (1, 2, 3.....) and should be questions and not statements.

Note:

- Paragraphing should be consistent. Either leave space or indent between paragraphs.
- Spacing and indenting should not be used together.

- One sentence paragraphs are unacceptable.
- A paragraph should have a minimum of five sentences.

1.6 Hypotheses: Where applicable

1.7. Conceptual/Theoretical Framework (where applicable). Some studies especially laboratory oriented may not fit into Conceptual/Theoretical frames). Where applicable it gives conceptualized view of the study problem. If a certain theory fits into the study, it should be indicated and discussed.

CHAPTER TWO

LITERATURE REVIEW

The student should demonstrate evidence of understanding of current research on the subject under investigation and show clear gaps in knowledge that will be discussed.

Relevant themes to the study and derived review should be consistent with the requirements of the title

Review the empirical and theoretical literature relevant to the problem being investigated showing clearly the linkage of literature review to the research questions.

- Indicate what has been done by other researchers including the methodologies used and identify gaps.
- Cite 3-5 references per key section in the text.
- Harvard method of citation. Consistency is important in citation.
- Each key variable should be 2-3 pages long.

CHAPTER THREE

MATERIALS AND METHODS

This Chapter highlights methodological details appropriate to the study

This chapter should include:

3.1 Study Site

State where the study will be done (location) and why it was chosen

3.2 Study design- State and justify the chosen design

3.3 Study Variables. Explain the independent and dependent variables

3.4 Study Population – Clearly identify and describe the study population. Describing specifically who will be part of the study. (Occasionally “target population” may be mentioned)

3.3.1 Inclusion

3.3.2 Exclusion Criteria

3.5 Sample Size Determination

Describe how the sample size will be computed

3.6 Sampling techniques- Provide description of the technique

3.7 Data collections tools (if any)

Explain the tool that will be used in the study and how they will be constructed

3.8 Pre-Testing of data collection tools (if any) - Describe how data will be collected and how pretesting centres will be selected). It is here that the following issues will be discussed:

(i) Validity-Explain how validity of the instruments will be established

(ii) Reliability-Show and explain how reliability of the instruments will be established

N.B. If using standardized test, quote test and existing validity and reliability levels

3.9 Data Collection

Explain how field or laboratory data collection will be done

3.10 Data Management and analysis

Explain the methods that will be applied in analyzing the data after field or laboratory work

3.11 Ethical Considerations

REFERENCES

References listed alphabetically in the reference list. For citation within the text the format of author and year of publication (Harvard or APA format are recommended)

No numbering

WORKPLAN

BUDGET

APPENDICES

Instruments (e.g. questionnaire, Interview Schedule, Consent form, Copy of Ethical Approval letter etc)

Should be numbered sequentially as they appear in the text (Appendix 1, Appendix 2,.....)

II. THESIS FORMAT

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- Avoid use of words like ‘By’ ‘from’.....
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C) Dedication

D) Acknowledgement

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1.2 Statement of the problem.....2

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J) Definition of terms (if any)

- Define terms in the text that are not common id any.

K) Abstract: This is a brief statement of the problem, objectives of the study, target population, sampling technique and sample size, instruments, data collection, data processing and analysis, key results, conclusions and recommendations.

- One page. Maximum One and half page

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- Each key variable should be 2-3 pages long.

CHAPTER THREE

MATERIALS AND METHODS

This Chapter highlights methodological details that were used in the study

This chapter includes all what was in the proposal written in past tense

CHAPTER FOUR

RESULTS

- i) Style of presentation: – presentation of analysed results data
- ii) Should be guided by the specific objectives
- iii) Tables should have no gridlines (use simple formatting).
- iv) Table titles should be at the top of the tables.
- v) Tables copied from elsewhere should have source below them.
- vi) Any table generated by the researcher should not have the source quote.
- vii) Figure titles should be at the bottom of the figures.
- viii) Figures can have different shadings.

CHAPTER FIVE

DISCUSSION, CONCLUSIONS AND RECOMMENDATIONS

5.1 DISCUSSION: -Results are presented and discussed by comparing them with data from other studies. State whether the results agree or they differ. Where your results differ provide possible explanations for the differences

5.2 CONCLUSIONS: – Must be derived from the data in the results and in line with the specific objectives

5.3 RECOMMENDATIONS: – Should be derived from the conclusions

REFERENCES

References listed alphabetically in the reference list. For citation within the text the format of author and year of publication is recommended (Harvard or APA)

No numbering

APPENDICES

- i) Instruments/ Questionnaire, Consent form, Key interview guides
- ii) Laboratory procedures, Any approved guidelines or reference tables that were used in the study

Letters of introduction, Ethical approval

- iii) Raw data (where applicable)

- iv) Publication

Should be numbered sequentially as they appear in the text (Appendix 1, Appendix 2,.....)