B.Sc. in Nursing

Project Guide

2013-2014

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Introduction

This handbook is designed to help you through the process of completing your research. This work might be challenging for undergraduate students, but ultimately rewarding. Commission of students' project and supervisors are aware of the time needed to complete a research. Therefore, their role is to guide you through the difficulties of performing this work. Besides, this general guideline introduces some basics in preparing and presenting your work.

What is a research?

A research is an investigation of a particular topic, which you are interested. It shows an extended investigation of an area that is vital and relevant to you as an individual in your professional field. Through reviewing literature, where appropriate, collect and synthesis relevant data, it assists you to look at an issue.

In other words, the knowledge, skills and expertise that you will gain while completing the dissertation will improve your academic ability of your subject area.

A B.Sc. research does not have to include all of the knowledge which is related to a specific topic. In contrast, it demonstrates your developed thinking ability of your topic.

Objectives of a research

- Recognizing a topic which you are interested and relevant to nursing
- Developing your skill in selecting and reviewing appropriate literature
- Develop a proposal for your empirical research
- Improve your ability to synthesis the data collection
- Implication your findings in nursing practice

Ethical consideration

In conducting an empirical research, data collection from clinical area includes patients, clients, or staffs is potentially harmful to you. It is your responsibility to work closely with your supervisor to consider problems associated with your work at the hospital. Together with your supervisor you will need to consider whether **formal ethical clearance** is required.

Working with your supervisor

An effective relationship with your supervisor can assist you to a standard and outcome of your work. However, it is your responsibility to make contact with your supervisor and negotiate in terms of your relationship. The supervisor's role is to offer you advice and feedback on your work. Supervisors will also advise you on the feasibility of project. On the other hand, he should listen carefully to your ideas.

In order to make best use of your supervision, in advanced you should plan sessions and prepare your agenda, and discuss with him/her. There are no formal boundaries to the number of times you see your supervisor, or the length of your meeting After meeting reflect on what you have talked and chanllengs

that you have faced. Supervisors will read and comments on your early drafts of each chapter and then on the final draft of the dissertation as whole.

Writing a research protocol

- Following a literature review and completed planning of a study. A research proposal should be developed. Basically, it is an essential component of a research for a person who involves in conducting the research.
- Thus, protocol is the detailed plan of the study, which enables the investigator to clarify their thoughts and plan for all aspects of the study before performing each step.

Characteristics of protocol

- It should clearly address the research question.
- It should properly highlight the objectives of the study.
- It should show the relationship of the research to the area of study of the investigator
- It has to justify the need for the particular research
- It should demonstrate the rational of the study

Proposal Format:

1. Project title (which approved by the committee).

2. Introduction, which include:
   - Background information.
   - Importance of the subject.
   - Justification of the problem.
   - Objectives (not more than 2 objectives).

3. Methodology, which include:
   - Research design.
   - Setting for conducting the study.
   - Expected duration of the study.
   - Research participants, which include: population and sample, inclusion and exclusion criteria, sampling technique.
   - Tools, instruments and method of data collection.

4. Ethical considerations (formal management with setting of data collection and participant consent).
5. Data analysis (only Frequency and Percentage).
6. References in Harvard Style (at least 5 references: 3 books and 2 journals).

   - The working on the project should be start after the **approval** of proposal by the Graduate Project Committee.

Title of the proposal

Name of conductor

Background or introduction

You need to introduce the topic and explain the important of this topic. You should also identify the **gap** that exist and want to investigate it. It should be between five and ten sentences.

It is also recommended to provide rational for your statements, and give evidence to support your claim. This means that you should add a *theoretical understanding* and answer to the question *why OR what* the research needs to be done. It is possible to use relevant information in the relevant studies of the subject in order to enable the reader to understand the context in which the problem exists.

Objectives

Objectives of the studies are needed in order to answer the research question .They have to be specific, and clearly written .There is no need to write too many objectives or over- ambitious objectives .They have been described as **SMART** (specific, measurable, attainable, realistic, and time –bound.

Methodology

This part should be written in sufficient detail including in-depth description of the human resources. Materials and method will be used.

I.   **Design**

In this section, you should describe the method of your study that you want to use for collecting the data. It also includes how do you collect the data (self- administered, direct- interview, etc.....)

II.   **Sample of the study**

This section includes inclusion and exclusion criteria about your.

Regarding inclusion criteria, characterise of participants in your study will be clearly highlighted. On the other hand, participants who do not include in your study will be introduced in exclusion criteria.

III.   **Setting of the study**

Place of conducting your study will be demonstrated in advance. For example, your study may be at Hawler Teaching University, Orthopaedic ward. from 1st December 2013 to 20th March 2014.

IV.   **Method and tool of data collection**

This part includes design of the questionnaire and method of data collection. It also includes statistical analysis of the data collection.

List of references

Use Harvard Referencing style

It is essential to highlight references that you have used in background

It is possible to use the same reference for your introduction in the research.

General Considerations:

- The proposal should not be more than 3 pages.
- The font type is "**Time New Roman**" and the font size is the standard 12-14 point, with heading bold (no use of Italic).
- Line spacing should be 1.15 spaces

The research has to be laid out as follows:

Certification

Acknowledgements

Abstract (maximum 200 words)

Introducing a summary about your study, but students should be aware that they **do not have to mention reference**

List of contents page (s)

Introduction and objectives

The students need to introduce an overview about research project, and why this project is important to be carried out. It should also include objectives of the study.

Literature review

You need to review and read a wide range of references about your research title. It should not be more than 3 pages.

Methodology

Result

Conclusion and Recommendations

References

Summary in Kurdish (one page)

Appendices

Tables, diagram, and drawings which may appear in the result should titled and numbered with clear description of how they are related to the text.

Format for research submission

The research should be:

I.   Typed or word processed in English using a plain <u>14 point font</u> (**Time New Roman**) in black on white A4 using **<u>1.5 line spacing</u> on <u>both side</u>** of the paper.

II.   Have a wide margin of **<u>2</u>** cm **<u>left side</u>**, **<u>down side,up side</u>**. While **3 cm on left side** to facilitate binding and marking.

Assessment process

Students' will be assess by evaluating the proposal, hard copy, presentation, continues evaluation, and re-submitting of hard copy after correction.The purpose behind this process is to increase students' knowledge regarding conducting an empirical research.

Items	Marks
Proposal	20 %
Submitting hard copy of the study	35 %
Presentation	20 %
Supervisor's continues evaluation	10 %
Re-submitting of hard copy after correction	15 %
Total	**100%**

Deadlines

It is necessary for the students to know deadlines of submitting proposal, one hard copy of the study, presentation of the study, as well as re-submitting of hard copy after correction. This will enable them to organise their work and meet the deadlines. In other words, students should know that these deadlines **WILL NOT BE POSTPONED**.

Items	Deadlines
Proposal	15/11/2013
Submitting hard copy of the study	16/4/2014
Presentation of the study	8-10/5/2014
Re-submitting of hard copy after correction	15/5 /2014

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Student's continues evaluation form

2013-2014

No.	Criteria	Actual Mark	Name of student	Name of student
1.	Punctuality (once a week)	3		
2.	Ability to conduct research	3		
3.	Independency and Interest	3		
4.	Follow supervisor's instruction	3		
5.	Communication and behaviour	3		
	Total	15		

Title of the study:

Name of supervisor:

Signature:

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Evaluation Form of Hard Copy

2013-2014

No.	Items		Actual Mark 35 %	Mark obtained
1.	Introduction and objectives **(3 marks)**	Introduction	**1**	
		Objectives	**1**	
2.	Literature review **(2 marks)**		**2**	
3.	Methodology **(2 marks)**	Methodology	**2**	
4.	Results **(10 marks)**	Tables	**5**	
		Table description	**5**	
5.	Conclusion and recommendations **(4 marks)**	Conclusion	**2**	
		Recommendations	**2**	
6.	References **(6 marks)**	List of references	**4**	
		References in text	**2**	
7.	Grammar and spelling **(4 marks)**	Grammar	**2**	
		Spelling	**2**	
8.	Page lay-out **(4 marks)**	Font (Time New Roman)	**1**	
		Size	**1**	
		Page set-up	**1**	
		Number of pages	**1**	

Student's Name:

Examiner:

PowerPoint presentation

The research has to be presented through Microsoft Power Point as the following:

- **Research Title:** The first slide should contain the research title, student name, and supervisor's name

- **Introduction:** It should be 2 slides

- **Objectives:** It has to be 1 slide with the research question

- **Methodology:** It has to include setting, design of the study, sampling, tools of data collection and ethical consideration.

- **Results:** Students should present tables, **without writing** the description on the slides. However, they should **explain** them when they demonstrate the slides.

- **Conclusion**

- **Recommendation**

- **References**

General considerations

- Titles:
- Slides have to have titles, and font size should not be less than 36 points, and body text with a font size of not less than 24 points.
- 8 lines per slide.
- Space between lines is 1.5.
- Bullets.
- Use Bullets, when you present slides, and they should be in parallel fashion
- Design and color.

    - There should be consistency among the slides **without animation.**
    - Slides should be white **background** and **black text.**

- Time allowed

    It is suggested that **10 minutes for presentation**, and **5 minutes for answer** the questions.

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Evaluation Form for Research Presentation

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Student name	
Research title	
Date	

No.	Items	Actual Mark 20 %	Obtained Mark
1.	According guide line (slide presentation)	2	
2.	Volume of voice	3	
3.	Correct pronunciation	3	
4.	Discuss important points + able to answer questions	6	
5.	Presentation meets allocated times	3	
6.	Confident	3	
	Total		

Committee Member	
Comments	

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Proposal Checklist

2013-2014

No.	Name of Students	Items									Total
		Number of pages 1%	Font size& type 1%	Title of the project 1%	Introduction 4%	Methodology 8%	Ethics 1%	References 5%	Grammar 2%	Date of Submission 2%	
1.											1.
2.											2.

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