

NATIONAL POSTGRADUATE MEDICAL COLLEGE OF NIGERIA

GUIDELINES FOR RESEARCH PROPOSAL

All Faculties are involved in the writing of Dissertation.

This involves the FORMATIVE STAGE which involves developing A RESEARCH PROPOSAL and THE FINAL DISSERTATION. Guidelines are needed for uniformity in the presentations of Research Proposals and Dissertation.

PROPOSAL GUIDELINES

The purposes of the research (dissertation) proposal are to:

- i. Identify the research problem,
- ii. Survey and evaluate the relevant literature, and
- iii. Describe the plan for conducting the research

An acceptable proposal must conform to the following format:

1. Title Page:

- i. Proposed Title of the project – brief, descriptive and specific.
- ii. Name of the Candidate (*with the surname first, in capital letters*)
- iii. Faculty of Candidate
- iv. Name and Address of Training Institution
- v. Name(s) and Address(es) of Supervisor(s)
- vi. Date Part I was passed
- vii. Proposed Examination date

Items i-vii above are self-explanatory.

2. Introduction (*not more than 800 words*), including definition of the research problem and justification. The introduction should be short and well-focused; with health problem, research question and /or hypothesis (es) clearly stated.

3. Aim(s) and objectives of the study section comprising:

- i. **Aim(s):** The aim(s) should clearly address the overall objective(s) of the study (it is like **an expanded title**).
- ii. **Specific Objectives:** The specific objectives outline the **measurable outcome variables**.
This need for clearly stated Aim and Specific Objectives is the basis of the acronym NONE – no objective, no evaluation.

4. Literature review (*not more than 2500 words*), including relevant African literature. The literature review should be comprehensive; and should highlight the citations that are relevant to the topic.

The cited literatures form the basis for defining the health issues, the hypothesis and research questions.

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5. Proposed methodology (*not more than 2000 words*). This provides relevant information on:
 - i. The study locations,
 - ii. Study population: human subjects with clear definition of human subjects, inclusion and exclusion criteria,
 - iii. Study design, which encompasses type, duration, sampling and sample size determination,
 - iv. Ethical considerations, including Institutional Ethical Approval and Informed Consent Form (attached to the proposal),
 - v. Procedure, which include materials, methods, patient preparation, etc.
 - vi. Limitations of the study
 - vii. Relevant and specific methods of data analysis.

The proposed methodology should give enough information for others to be able to replicate the study; it should be clear – not assuming that only the specialist in the field of study will read it.

6. References in the Vancouver style (*not more than 30 relevant references*).

7. **Signature Page (Application supported by):**

A statement page indicating Departmental Presentation at least a Seminar and approval with dates should be attached. This must be duly signed by:

- a. Head of Department (Name, Signature and Date)
- b. The Supervisor(s), one of whom must be a fellow of the Faculty; of at least five years post Fellowship(*if more than one supervisor*) (Name/Address, Year of Fellowship, Signature and Date)
- c. Departmental Residency Training Coordinator (Name, Signature and Date)
- d. Candidate (Name, Signature and Date)

PAGE FORMAT AND LAYOUT OF THE PROPOSAL

Guidelines on the page format and layout include:

- i. Font: Size 11 or 12 of *Times New Roman*.
- ii. Margins: At least 1” right, left, top and bottom.
- iii. Spacing: Double line spacing.
- iv. Page Arrangement: Each of the major sections of Title page, Introduction, Literature Review, Aim and Objectives of the Study, Proposed Methodology, List of References and each Appendix should begin on a new page.
- v. Numbering of Pages: Numbering of Pages: Pages are numbered in Arabic numerals (1, 2, 3, etc.). Page 1 should begin with the title page with page numbers placed at the centre and bottom of the pages.
- vi. Tables and Illustrations: Tables are numbered in capital Roman numerals (I, II, III, etc.) with caption of the Table on top, while Illustrations are numbered in Arabic numerals (1, 2, 3, etc.) with caption below the Illustrations.
- vii. Oversize Pages or Plates: These should be folded and attached last.
- viii. The number of copies required: Four (4) copies, spiral bound should be submitted.