

# Research Methodology

## Module Booklet

2018/2019

Faculty of Applied Medical Sciences  
Laboratory Medicine Department

Contents	Page no.
Course Description	2
Course Code	2
Course Credit hours	2
Aims and Learning Outcomes	2
Course Coordinator 2018/2019	2
Course Overview	3
Assessment	4
Course Attendance	4
Academic Teaching Staff	4
Selection of Research Project Topics and Supervisors	5
Research Supervisor's Responsibilities	5
Guidance to Supervisors	5
Research Student Supervision Meeting	6
Writing the Thesis	6
Guidance for Your Written Thesis (General Format)	7
Thesis Format	8
Submission of the Research Thesis	10
Late Submission	11
Oral Presentation of Research Project and Viva Examination	11
Plagiarism	12
Plagiarism Check	12
Plagiarism penalty	12
Guidance on the module activity sessions	12
Examination	14
Examples of Useful Reading	14
Appendix (Essential Forms)	15

Every effort has been made to ensure the accuracy of the information in this publication. The Faculty of Applied Medical Sciences/Department of Laboratory Medicine reserves the right to introduce changes to the information provided, including the addition, withdrawal, or restructuring of the course.

## Course Description

- Research Methodology is designed to impart education in the foundational methods and techniques of academic research in Medical Sciences context.
- Research students would examine and be practically exposed to the main components of a research framework i.e., problem definition, research design, data collection, ethical issues in research, report writing, and presentation.
- Once equipped with these knowledges, participants would be well-placed to conduct disciplined research under supervision in an area of their choosing. In addition to their application in an academic setting, many of the methodologies discussed in this course would be similar to those deployed in professional research environments.

## Course Code

1701481-10

## Course Credit Hours (CH)

10 CH

## Aims and Learning Outcomes

The primary objective of this course is to prepare the undergraduate students of Applied Medical Sciences Faculty for the research project that they are required to complete as part of their laboratory medicine programme. At the end of this course, students will be able to:

- Recognize the importance of research in biomedical field.
- Plan and execute, under supervision, an experiment or investigation, analyze critically the results, and draw valid conclusions.
- Critically review the literature relevant to their area of study.
- Propose a research study and justify the theory as well as the methodological decisions, including sampling and measurement.
- Understand the importance of research ethics and integrate research ethics into the research process.
- Be aware of the ethical challenges and approval processes.
- Assess and critique a published journal article that uses one of the primary research methods in the field.
- Construct an effective questionnaire that employs several types of survey questions.
- Critically analyse the results of their conducted research.
- Enhance oral and writing communication skills.

## Course Coordinator 2018/2019

Dr. Ramya A. Sindi

1 <sup>st</sup> Semester		
Block No.	Block Title	Content
1	Introduction to Research Methodology Module	Lecture 1: Introduction - Why we do research? - Role of students, supervisor and examiners - Evaluation forms - Documentation of supervisory meeting
		Lecture 2: Types of research and general guidelines - Types of research - General guidelines - Important dates - Mark distribution
2	Academic Integrity	Lecture 3: Research ethics
		Lecture 4: Plagiarism
3	Literature Search	Lecture 5: Literature search - Search engines - Top rated journal - Impact factor - Differences between good and bad article - Recent scandals in research fields
4	Critical Thinking	Lecture 6: Critical thinking - Brain storming and Team work
		Lecture 7: Critical reading of a research article
		Lecture 8: Journal club
<b>Week 9</b>		<b>Activity Session 1: Journal club</b>
5	Referencing	Lecture 9: Text citation and referencing
		Lecture 10: Use of references software
6	Academic Writing	Lecture 11: Academic writing
7 <sup>a</sup>	Thesis Writing	Lecture 12: How to write your research title, abstract and introduction?
		Lecture 13: Literature review
<b>Week 15</b>		<b>Activity Session 2: Academic writing/Turnitin check</b>
<b>Week 16</b>		<b>1<sup>st</sup> Semester Final Written Exam</b>

2 <sup>nd</sup> Semester		
Block No.	Block Title	Content
7 <sup>b</sup>	Thesis Writing	Lecture 1: Materials and methods
		Lecture 2: Results
		Lecture 3: Discussion, Conclusion, Referencing and Appendices.
8	Presentation Skills	Lecture 4: Oral presentation skills
		Lecture 5: Creating a scientific poster
		Lecture 6: How to prepare yourself for the discussion/Viva voce?
<b>Week 10</b>		<b>Activity Session 3: Scientific Poster</b>
<b>Week 12</b>		<b>Thesis submission</b>
<b>Week 13</b>		<b>Oral presentation/Viva examination</b>

## Assessment

Research Methodology module's assessment strategy is 100% continuous assessment. Marks will be awarded as follows:

Types of assessment	Marks
Activity session 1 <b>Journal club</b>	5%
Activity session 2 <b>Academic writing/Turnitin check</b>	5%
Activity session 3 <b>Scientific Poster</b>	10%
1 <sup>st</sup> Semester final written exam	10%
Research supervisor evaluation	40%
Oral presentation/Viva examination	30%
Total	100%

## Course Attendance

- Attendance at all parts of the course, including lectures, activity sessions scheduled on the course overview are **compulsory**.
- Students are strongly advised not to arrive late *at any class* except in circumstances where it is **genuinely unavoidable**.
- Students' attendance is normally recorded at the beginning of each lecture. However, it is advisable that in case of absence student should inform the lecturer or the course coordinator and, where appropriate, this may need to be backed by a medical certificate or an official prove of absence.

## Academic Teaching Staff

The following table shows the academic staff who teach on the course

Academic staff	Specialty
Dr. Aiman Alsaegh	Assistant professor in Genetics
Dr. Maher Alandyjany	Assistant professor in Microbiology
Dr. Ahmad Qassem	Assistant professor in Biochemistry
Dr. Ahmad Arbaeen	Assistant professor in Hematology
Dr. Amani Mahbub	Assistant professor in Pathology
Dr. Afnan Salaka	Assistant professor in Genetics
Dr. Hibah Almassmoum	Assistant professor in Hematology
Dr. Ramya Sindi	Assistant professor in Assisted Reproduction Technology

## Selection of Research Project Topics and Supervisors

- Students will be distributed into groups of four or three according to their academic performance to date, where the group leader has the highest academic GPA.
- A list of possible topics with a brief summary of the proposed project are usually prepared by the supervisor, who is a member of the faculty teaching staff.
- **The list of research project topics and supervisors is normally available at the beginning of the second week of the first semester.**
- Students are advised to see the supervisor associated with the titles that interest them.
- Allocation of research projects and supervisors will be made using the following criteria:
  - Student's academic GPA to date
  - Group's preferred research area
- **Allocation of project is made by the beginning of the third week of the first semester, largely based upon the above criteria.**
- Once you have chosen your preferred research projects, you should arrange an initial meeting with the research supervisor to be given directed background reading and to start your research tasks.

## Research Supervisor's Responsibilities

- Your research supervisor is responsible for the initial scope and operation of the project, providing you with the guidance and also assessing your ability in the practical work, thesis writing, oral presentation, poster and viva.
- Research supervisor can also provide you with feedback on your written report, such as an advice on its structure and content. Research students should use this feedback to improve their thesis before submission. It is therefore important that student consult his/her supervisor regularly.
- Research supervisor is also responsible for evaluating student's performance during the period of the research project.
- The assessment is based on student's participation, commitment and effort.
- A copy of the (Research Supervisor Evaluation Form) is included in this booklet.

## Guidance to Supervisors

Each research project has requirements that must be met:

- The research project aims should be clearly stated and practically achievable within the time and resource constraints of a bachelor's degree project.

- The research project must contain an original component and have potential for publication in the scientific literature.
- The research supervisor must have a proven record of students' supervision meetings and student's achievement in the subject area of the project.
- The project supervisor must have access to the resources necessary for timely completion of the project.
- The supervisor must be available to the student throughout the project and be able to support the student during the preparation of the written thesis.
- The project proposal must state whether Ethical Committee approval is a requirement and if it is whether it has been, or can reasonably be expected to be, given to the project as described.

### Research Student Supervision Meeting

- It is mandatory for the research group to fill the (Research Student Supervision Record Form) after each meeting with the supervisor (1 form/meeting) at least one meeting /month.
- The main objective of such form is to keep a record of each supervisory meetings with research students and to reserve the rights of supervisor and students.
- The form has to be agreed and signed from both sides, the supervisor and students, who attended the meeting.
- The original copy of the form has to be kept with the supervisor and a copy of the same form can be given to the students.
- At the time of supervisor evaluation, the original copies of all Research Student Supervision Record Form have to be attached and submitted to the course coordinator.
- A copy of the (Research Student Supervision Record Form) is included in this booklet.

### Writing the Thesis

- You must not underestimate the time required to write your project thesis. Writing, data analysis and preparation of tables, figures, and list of references will take much longer to prepare than you think.
- You must also allow time to obtain and act on any feedback from your supervisor.
- You should start preparing your thesis early (even during the practical work phase of your project, if any).

- You should start obtaining papers (e.g. research articles and literature reviews) and other background information as soon as your project is decided with your supervisor.
- You are recommended to discuss the research draft with your supervisor early in the project period and to allow adequate time for correction. This is in order to allow you achieve most marks.
- The final stage of thesis preparation, including proof reading and doing corrections, is very time consuming for both you and your supervisor.
- A personal timetable can be used to plan any agreed deadlines for drafts or other project aims.
- Your supervisor can advise you on your research, but you must be aware that your supervisor may have other students and projects to read as well as other commitments. **It is therefore essential that you provide a draft copy of your thesis to your supervisor well in advance of any deadlines to allow them time to read it and provide feedback to you.**
- You must also allow time for you to make any changes to your thesis prior to final submission.

## Guidance for Your Written Thesis (General Format)

- a) The general format of your written report should be that of a scientific thesis. The thesis should make it clear that you understand the subject area and material contained in it. It should be presented so it is intelligible to a reader who may not be a specific in the area.
  - b) The format should include:
    1. Title page
    2. Abstract
    3. Table of content
    4. List of tables
    5. List of figures
    6. List of abbreviation
    7. Acknowledgments
    8. Introduction
    9. Materials and methods
    10. Results
    11. Discussion
    12. Conclusion
    13. References
- The written style of the thesis should follow that of scientific publication, i.e. be in the past tenses and in an impersonal style.
  - As is the practice in scientific publications, references must be cited throughout the text and a full bibliography included.



- c) **Your thesis must be typewritten using Times New Roman font style, size 14**, 1.5 line spaced in text (but single spaced in other parts such as abstract, references, table and figures), using one side A4 paper. There should be a margin of 3.8 cm (1.5 inches) on left side and 2.5 cm (1 inch) from all other sides of the page.
- d) **All pages of the thesis should be clearly numbered in a consecutive order except Title page.** Page number for sections before Introduction should be written in small roman letters (e.g. i, ii, iv). Introduction and all other sections that follow, pages must be numbered using Arabic numerals (e.g. 1, 2,3).
- e) **Your thesis should be approximately 3000-5000 words in total (excluding figure and table legends and references).**  
Some thesis section may differ in length. For example, some may use many laboratory procedures and have a large section on Materials and Methods, whereas others may require a much shorter section. Advise on your thesis structure and content should be sought from your supervisor.
- f) **The written thesis should be in your own words and whole sections of text must NOT be taken from references and included in the report.** Thus, you are advised to make notes from references using your own words, and then use these notes to write your report, checking back to the source material if necessary to ensure they are written differently. Any figures and diagrams taken or modified from publications must be cited in the legend to the figure or diagram.

## Thesis Format

1. **Title Page:** There is a Faculty of Applied Medical Sciences standard format for the title page (A sample of the title page is included in this booklet).

The title page should bear the approved title of the thesis, names of the students (in alphabetical order), the year of submission, logo of the university, name of the ministry, University, faculty and the department, purpose of submitting thesis (Partial fulfillment of the requirements for bachelor's degree in laboratory medicine), name and position of the supervisor.

The title of the dissertation should be specific, informative and concise. Symbols, formulae and arbitrary abbreviations should not be included in the title.

2. **Abstract:** The abstract of the research project must follow immediately after the title page. It is also a good idea not to use abbreviations in the abstract.

The abstract, which can be in structured sections, should be of **≤ 350 words in one page**. It should be intelligible by itself and summaries the background of the research, objective, materials and methods, results and conclusions from the investigation.

The abstract should be written in the past tense, except perhaps the last part dealing with conclusions.

3. **Table of Contents:** A table of contents should be included. This should be a normal type contents page, listing the titles of major headings and subheadings and giving the page numbers at which, they can be found in the thesis. Headings and subheadings should be numbered (e.g. 2.1, 2.2.3).
4. **List of Tables and List of Figures:** Each table and figure should be numbered consecutively with Arabic numerals in the order they occur in the text. A table needs a title which is self-explanatory without reference to the text, with footnotes, if any, appearing on the same sheet as the table. Each column in a table should have a heading with clearly defined units.

Figures and tables should not normally be used to present the same data. Some data may instead be stated concisely in the text. Each figure be supplied with an informative heading and an explanatory legend to make it intelligible by itself.

5. **List of abbreviation:** If your thesis contains many abbreviation or specialist terms then it may be useful to include a list of these in this section. All Abbreviations should be listed alphabetically. They have to be defined at the time of first mention and should not normally be used in the Title or Abstract.
6. **Acknowledgment:** Here you may wish to acknowledge any people who helped with your project any way.
7. **Introduction:** The introduction should introduce the subject area(s) in which the research project is based. It should include a review of relevant literature (relevant diagrams, flow charts, pathways, tables, etc.), clearly define the aims of the research and outline what you set out to do in your project.
8. **Materials and Methods:** This section should include details of all methods/techniques that were used to perform the project work. The methods need not extend to detailed protocols unless this is essential to the specific topic, but the detail should be sufficient for another Medical Scientist (such as the examiner) to understand how the results were obtained.

A section on data analysis and statistical methods used should be included within the methods section. For unusual material, such as special reagents, you should include the name of the company supplying the material.

9. **Results:** This section should contain all the relevant results you obtain during your research. It should include all graphs and tables, charts and photographs (if applicable). These must also be supplemented by written text which should be a description and explanation of your results. This should refer to the figures and tables used and should be understandable without reference to the figures and tables. For example (Figure 3 shows the dry weights of *Aspergillus Niger* felts and the increase caused by...).
- **Units and quantities:** SI quantities, units and abbreviations must be used where appropriate. Ensure that all units are unambiguous. Time of the day should be given on the 24-hour system.
  - **Variation:** Individual replicate observations should not usually be provided. It is better to offer the mean and a measure of variability, in the form of standard deviation (S.D.), standard error of the mean (S.E.M) or the coefficient of

variation (C.V.) but always state which. Special care should be taken, and assistance sought, if necessary, for the choice of statistical tests (and statistics package on the computer!) and data analysis.

**10. Discussion:** This section should discuss the results of your research in context with those of other studies in the same or related field and how that you can critically evaluate your own results and those previously published. It should include relevant references. For example (these results agreed with those of Bowden and Lord (2018).

Consideration of an interpretation and the possible relevance of the study should be attempted. This section should also include suggestions for further work.

Description of other people's published work or repetition of data already given in the Results section is to be avoided. Instead, an effort should be made to establish the relevance of the results to the existing corpus of knowledge, and to link the conclusions with the goals of the project set out in the Introduction section

**11. References:** This is a key part of your written thesis and you should take care to follow these guidelines closely. Referencing is an acknowledgement of the sources of the information, ideas, thoughts and data, which you have used in your work. You are required to reference or acknowledge these sources in two places:

- In the main body of text where you use the information (citing)
- In the list of references at the end of the thesis

There are a number of systems of referencing. You will use the Harvard System adopted by the Faculty of Applied Medical Sciences as a standard format. Full details on how to reference are found in the first product of Research Methodology module (Quick Guide to Referencing 2018) which is available at the department of Laboratory Medicine/Research Methodology course coordinator.

## Submission of the Research Thesis

- **The deadline for submission is Sunday 24<sup>th</sup> March 2019 (week 12).**
- Thesis must be submitted into **two spirally bounded hard copies and one electronic copy on a CD**, where your thesis will be scanned by plagiarism detection software (Turnitin) to determine the extent of the material used without acknowledgment.
- Thesis must be submitted to the secretaries of Laboratory Medicine department at Faculty of Applied Medical Sciences.
  - Ms. Razaz Qabbani for female students at female section
  - Mr. Mustafa Saiady for male students at male section.
- The two copies will be sent for examination to two internal examiners.
- A third spirally bounded copy is recommended to be given to the research supervisor.
- Each student of the research group will also need a copy for themselves at their viva.

- After the Viva examination, thesis will be returned to the student along with corrections, if any, recommended by the examiners. Once any required corrections have been checked by the research supervisor, a copy of the thesis must be submitted as a Pdf file to the student's research supervisor.

### Late Submission

- Faculty of Applied Medical Sciences regulations require that any thesis submitted after the deadline without approved extension is awarded a Zero mark. This can lead to failure of a module, so it is essential that you submit your thesis by the deadline.
- Extension of the submission dates will only be considered in the case of valid extenuating circumstances and the approval of the research supervisor.
- Application for any extension to submission deadline require the approval of the scientific research committee of the Laboratory Medicine department.

### Oral Presentation of Research Project and Viva Examination

- Your oral presentation and viva examination will take place during **week 13<sup>th</sup> of the 2<sup>nd</sup> semester**. Be aware that supervisors are not allowed to attend these.
- Each research group have to deliver a group oral presentation using PowerPoint which, consist of 10-20 slides and last for 10-15 minutes followed by a panel discussion for around one hour or more (Viva examination).
- You should bring your presentation with you on a memory stick. Assessment of the research groups' oral presentation and written thesis is carried out individually by two internal examiners.
- The purpose of the viva is to check that you understand what you have written in your thesis and you are able to discuss it in a concise, professional manner.
- The relevance of the presentation layout, effective speaking skills, discussion/viva and written thesis are considered for the marking.
- A copy of the (Oral Presentation/Viva Evaluation Form) is included in this booklet.

## Plagiarism

- In the course of your research you will encounter information in a variety of sources (books, research papers and internet pages, etc).
- You may want to include some of this information in your thesis. However, it is important to do this in the appropriate way to avoid plagiarism.
- Plagiarism is cheating by **deliberately or unintentionally** trying to pass off someone else's work, thoughts or ideas as your own without appropriate acknowledgment.

## Plagiarism Check

- It is the responsible of the students to check their thesis by plagiarism detection software (Turnitin) to determine the extent of the material used without acknowledgment.
- Turnitin checking report must be printed and submitted to the research supervisor prior submission. Please do this in advance of your submission date to allow time for amendments if the plagiarism detected is more than 30%.
- **The scientific research committee at Faculty of Applied Medical Sciences approved 30% similarity as an accepted range for plagiarism.** However, if the plagiarism detected is more than 30%, this will lead to plagiarism penalty.

## Plagiarism Penalty

Under the University's and Faculty of Applied Medical Sciences regulations plagiarism is an offence and can lead to penalties ranging from reduction in marks to failure of the module. So, it is important to avoid plagiarism in your work.

## Guidance on the Module Activity Sessions

### 1. Journal Club Presentation

- Each research group have to present one journal club during **the 9<sup>th</sup> week of the 1<sup>st</sup> semester.**
- This consists of a 10 minutes PPT presentation account of a publication in the field of students' research project selected from the recent literature.
- The assessment of the student's performance in the Journal Club is based on grasp of the topic, critical analysis of the findings, organization and clarity of presentation, visual aids and answering questions.

- Journal club presentations are important to improve students' oral communication and presentation skills.
- A copy of the (Journal Club Evaluation Form) is included in this booklet.

## 2. Academic Writing/Turnitin Check

- Students should submit part of their research introduction attached with Turnitin check report during **the 15<sup>th</sup> week of the 1<sup>st</sup> semester.**
- The work is returned to the student with the tutor's comments.
- The word limit for this activity session is 500 words, unless otherwise specified, excluding tables, diagrams and references.
- Students should include the number of words at the bottom of the submitted work. A 10% leeway on the word limit is allowed.
- Students should use a standard 14-point Times New Roman font with line spacing set at 1.5.
- Students are expected to cite references and provide a bibliography of the sources used.

## 3. Scientific Poster

- Each research group have to present their research project in a form of formal scientific poster during **the 10<sup>th</sup> week of the 2<sup>nd</sup> semester.**
- The purpose of the poster session is to deliver the research project to the audience in a very concise and engaging manner.
- All submitted posters should be displayed by a member of the research group at the large meeting room in the second floor, main faculty building. **(Male session 09:00-11:00 a.m, Female session 12:00-03:00 p.m).**
- All members of a research group must attend and stand next to their poster at the time of poster evaluation.
- A slot number should be given to each research group to present the poster, and to answer the questions from the audience during the poster sessions. So, make sure that all research group members are prepared to contribute.
- Assessment of the scientific poster is carried out by two internal examiners and accounted for 10% of the module total score.
- The assessment is based on the poster content, organization and delivery to the audience.

- A copy of the (Poster Evaluation Form) is included in this booklet.
- **Posters must conform to the following requirements:**
  - Required poster size is A1.
  - Poster can be either in a portrait or landscape orientation.
  - Poster should be printed on an 80 mm thickness paper.
  - Expected poster components:
    - Title
    - Authors
    - Introduction
    - Methodology
    - Results
    - Conclusions
    - References

## Examination

There is one final written exam at **the end of 1<sup>st</sup> semester**, which accounted for 10% of the total marks as specified in the module assessment table.

## Examples of Useful Reading

- Flick, U (2011) *Introducing Research Methodology: A beginner's guide to doing a research project*. SAGE publications.
- Kumar, R (2010) *Research Methodology: a step-by-step guide for beginners*, 3rd edn, Sage Publications.
- Bell, J (2010) *Doing Your Research Project: a guide for first-time researchers in education, health and social science*, 5th edn, Open University Press.
- Dowson, C (2002) *Practical Research Methods: A user friendly guide to mastering research*, Cromwell Press, Trowbridge, Wiltshire.

# Appendix

## Essential Forms





**Research Methodology Module 2018  
Research Supervisor Evaluation Form\***

Research Title		
Name of Supervisor(s)	1.	2.
Evaluation Date	/ /2018	

		1. Student name:	2. Student name:	3. Student name:	4. Student name:
<b>Evaluation Criteria</b>		Score scale: 'Poor' 1 <-----> 10 'Excellent'			
		( /10)	( /10)	( /10)	( /10)
<b>A. Participation</b>	1. Attended all supervisory meetings				
	2. Notified supervisor of absences or late arrival				
	3. Participated and contributed effectively in group meetings				
	4. Worked well with other group members				
	5. Contributed a fair share in data collection and/or in the written part				
<b>B. Commitment and Effort</b>	1. Willingly accepted tasks assigned by supervisor(s)				
	2. Completed work on time (meeting deadlines) or made alternative arrangements				
	3. Correct use of academic writing style				
	4. Followed the thesis formatting guidelines of the department				
	5. Followed the supervisor's instructions and feedback on each chapter accurately and completely				
Total mark (100) (10 evaluated criteria x 10=100)					

Please mark the score for each evaluation criterion where; **Poor=1 and Excellent=10**.  
Once completed, combine the total marks to calculate the overall score.

\* This Form should be completed by the Research Supervisor and returned to the coordinator of the Research Methodology module.

\* Research Supervisor should confirm that students have checked their research with Turnitin plagiarism detection software and the result obtained was within the acceptable range (<30%).

Supervisor Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Supervisor Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Module Coordinator: \_\_\_\_\_ Dr. Ramya Sindi \_\_\_\_\_ Signature: \_\_\_\_\_



**Research Methodology Module 2018/2019  
 Research Student Supervision Record Form\***

Student Name		Student ID
1		
2		
3		
4		
Supervisor(s) Name		
Date & Time of student supervision meeting		
Subjects Discussed		
Recommendations Made		
Actions for Students		
Actions for Supervisor		
Aims to be achieved next meeting		
I have read and agreed these notes: Signed by: 1. Student's Name: _____ Signature: _____ 2. Student's Name: _____ Signature: _____ 3. Student's Name: _____ Signature: _____ 4. Student's Name: _____ Signature: _____ Supervisor Signature _____ Date _____		

\* This Form should be completed by the students or Research Supervisor(s) who attended the meeting. The original copy of the form has to be kept with the supervisor and a copy of the same form can be given to the students. At the time of supervisor evaluation, the original copies of all Research Student Supervision Record Form have to be attached and submitted to the module coordinator.



### Research Methodology Module 2018 Oral Presentation/Viva Evaluation Form\*

Research Title: \_\_\_\_\_  
 Date conducted: \_\_\_/\_\_\_/2018\_ Examiner Name: \_\_\_\_\_

Please mark or tick the score for each evaluation criterion where; **Poor=1, Fair=2, Average=3, Good=4, and Excellent=5**. Once completed, combine the total marks to calculate the overall score.

		1. Student name:	2. Student name:	3. Student name:	4. Student name:																
<b>Evaluation Criteria</b>		<b>Score scale: 'Poor' 1 &lt;-----&gt; 5 'Excellent'</b>																			
Section A. should evaluate all students as a group		( /5)																			
<b>A. PPT presentation layout</b>	1. Contained a concise introduction																				
	2. Stated the aims of the study																				
	3. Mentioned previous work																				
	4. Explained supporting information/data																				
	5. Contained a correct conclusion																				
	6. Presentation flowed in a logical sequence																				
	7. Effective use of visual aid(s) (slides not busy, can be read easily)																				
Section B. should evaluate each student individually		1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
<b>B. Presentation/Effective speaking skills</b>	1. Used scientific vocabulary & proper pronunciation																				
	2. Maintained proper eye contact																				
	3. Used appropriate body language (did not lean on, or hid behind desk or lectern)																				
	4. Used varied tone, volume & speed to enhance presentation (not monotone)																				
	5. The presenter demonstrated enthusiasm																				

Section C. should evaluate each student individually		1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
C. Discussion/ Viva	1. Ability to understand questions properly from the beginning (or outset?)																				
	2. Answered questions of the examiner effectively																				
	3. Defended his/her work effectively																				
	4. Used English language during the discussion (most of the time)																				
Section D. should evaluate all students as a group		( /5)																			
D. Written thesis	1. Thesis structured & formatted as per guidelines (included all main parts)																				
	2. Thesis well organised, included a cover letter, pages are numbered as per guidelines																				
	3. Thesis length was within the word count (3000-5000)																				
	4. Referencing as per guidelines																				
Total mark (100) (20 evaluated points x 5=100)																					

\* This form should be completed by the examiner on the same day of the oral presentation/ viva and returned to the coordinator of the Research Methodology module.

Examiner Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Module Coordinator: \_\_\_\_\_ Dr. Ramya Sindi \_\_\_\_\_ Signature: \_\_\_\_\_



**Umm Al-Qura University**  
**Faculty of Applied Medical Sciences**  
**Department of Laboratory Medicine**



## **Thesis Title**

---

A Thesis Submitted to the Department of Laboratory Medicine in Partial Fulfillment  
of the Requirements of Bachelor Degree in Applied Medical Sciences/ Laboratory  
Medicine

Year research completed

**By**

Names of the students

(in alphabetical order)

**Supervised by**

**Name of research supervisor(s)**

Position of research supervisor(s)



**Research Methodology Module 2018/2019  
 Journal Club Evaluation Form\***

Article Title: \_\_\_\_\_  
 Date conducted: \_\_\_\_/\_\_\_\_/2018    Research group no. \_\_\_\_\_

This form is use to evaluate the student's performance after attending the journal club presentation. Please mark or tick the score for each evaluation criterion where; **Poor=1, Fair=2, Average=3, Good=4, and Excellent=5**. Once completed, combine the total marks to calculate the overall score.

		1. Student name:	2. Student name:	3. Student name:	4. Student name:																
<b>Evaluation Criteria</b>		<b>Score scale: 'Poor' 1 &lt;-----&gt; 5 'Excellent'</b>																			
Section A. should evaluate all students as a group		( /5)																			
1	Paper selection (importance, interest, general appeal)																				
2	Background knowledge, introduction of topic, and experimental system																				
3	Critical analysis of results																				
4	Concise and accurate conclusions, future experiments or implications																				
5	Slides/ visual aids: (organization, number, clarity)																				
Section B. should evaluate each student individually		1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
6	Used appropriate body language (did not lean on, or hid behind desk or lectern)																				
7	Maintained proper eye contact																				
8	Used varied tone, volume & speed to enhance presentation (not monotone)																				
9	Ability to answer questions																				
10	Overall performance																				
Total mark (50) (10 evaluated points x 5=50)																					

Please use this area for constructive criticism or comments regarding suggestions for improvement:

---

---

---

---

---

---

---

---

---

---

\* This form should be completed by the faculty judge on the same day of the student's journal club presentation and returned to the coordinator of the Research Methodology module.

Faculty judge Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Module Coordinator: \_\_\_\_\_ Dr. Ramya Sindi \_\_\_\_\_ Signature: \_\_\_\_\_



POSTER EVALUATION FORM

Name of Presenter/s:

Research Title:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date:

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Please mark the score for each evaluation criterion where; **Poor=1, Fair=2, Average=3, Good=4, and Excellent=5**. When you are finished, combine the total points at the bottom for the overall score.

Description	Marks
<b>Contents</b>	
1- Providing the audience with a sense of the project's main idea.	( / 5 )
2- Quality of content (background, methodology, results, etc.)	( / 5 )
3- The introduction presents the overall topic and draws the readers into the poster with compelling questions (logical, intuitive sequence of information).	( / 5 )
4- The results are self-explanatory.	( / 5 )
5- Conclusions are stated clearly and supported by model results.	( / 5 )
<b>Organisation</b>	
1- Layout (organised, effective, professional, captures interest, and colour choice)	( / 5 )
2- Important information is readily available and easy to grasp	( / 5 )
3- Graphics are easily to understand and related to the topic.	( / 5 )
4- Fonts are easy-to-read (from 1-1.5 meters) and vary appropriately for headings and text.	( / 5 )
5- There are no grammatical/spelling mistakes.	( / 5 )
<b>Delivery</b>	
1- Professional and confident	( / 10 )
2- Engaged with audience	( / 10 )
3- Clear voice with good pace	( / 10 )
4- Command of language/avoiding jargon	( / 10 )
5- Response to questions	( / 10 )
<b>TOTAL SCORE</b>	( / 100 )

Examiner name: \_\_\_\_\_ Signature: \_\_\_\_\_



Contents of this booklet prepared and reviewed by

The members of the scientific research committee 2018-19

- Dr. Ramya Ahmad Sindi
- Dr. Amani Mahbub
- Dr. Afnan Salaka
- Dr. Hibah Almasmoum
- Dr. Ahmad Arbaeen
- Dr. Ahmad Qassem



**Booklet designed by: Rayda'a A. AlGary**  
**[algary.raydaa@gmail.com](mailto:algary.raydaa@gmail.com)**