



جامعة بيروت العربية  
BEIRUT ARAB UNIVERSITY



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# Thesis Proposal Guidelines

2024



## **Preparing For the Thesis Proposal**

Once the student and the supervisor have reached an agreement on the research topic, it is expected that the student will diligently prepare a comprehensive proposal for the thesis and subsequently present it to the pertinent Faculty for formal registration.

The structure of the proposal closely aligns with that of a thesis, providing ample opportunity for the seamless integration of the thesis proposal material into the final thesis. The proposal should serve as a clear roadmap, outlining the research work and the associated procedures in detail. Additionally, the student is requested to adhere to the guidelines provided by the Deanship of Graduate Studies and Research to ensure compliance with the established standards and procedures.

The student is kindly requested to complete and submit an Institutional Review Board (IRB) application to facilitate the evaluation and approval of the research proposal by the IRB committee. It is important to note that regardless of whether the research involves animals, human subjects, or a survey/questionnaire, the IRB application serves as a crucial step in ensuring ethical considerations and compliance with established research protocols.

It is expected that the main supervisor will provide his/her signature on each page of the proposal. This ensures his/her acknowledgment and endorsement of the content presented throughout the document.



## **Title page**

Should contain:

- Short, descriptive title of the proposed thesis project
- Student name
- Institution
- Department
- Supervisor/s
- Date

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**Text Font type and size: Times New Roman, 14 pt. Bold**



[Cover Page]

**(Title)**

*Times New Roman, 18 pt. Bold*

**A proposal submitted in fulfillment  
of the requirements for ...**

*Times New  
Roman, 14  
pt. Bold*

**Student's Name**

**Name of the Department  
Previous Degree (Date)**

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Roman, 14  
pt. Bold*

**Faculty  
Date**

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pt. Bold*



**Supervisor/Co-supervisor**



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Roman, 14  
pt. Bold***



## Declaration Page

I \_\_\_\_\_, declare that the Submitted Research Paper is my original work and no part of it has been published any where else in the past.

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## Introduction page

Review of literature which:

- Presents the research problem/question and highlights the significance and importance of the study
- Sets the context for the proposed project and must capture the reader's interest
- Explains the background of the study starting from a broad picture narrowing in on the research question
- Reviews what is known about the research topic as far as it is relevant to the thesis
- Cites relevant references
- Summarizes, compares and evaluates relevant theoretical perspectives and empirical studies. It identifies the 'gap' in existing literature.
- Illustrates the uniqueness, importance of and need for the particular research.

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## **Aim and Objectives Page**

A research aim describes the main goal or the overarching purpose of the research project.

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## **Material and Methods Page**

It describes in detail the research design, data collection methods, sampling techniques, instruments for data collection, procedure for data analysis and research limitations/delimitations.

1. Introduce the overall methodological approach
2. Indicate how the approach fits the overall research design
3. Describe the specific method of Data Collection
4. Explain how you intend to analyze and interpret the results (Statistical analysis, Theoretical Framework)

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## **Results Page**

- The result of this study will be tabulated and analyzed with the use of appropriate statistical and non-statistical qualitative methods and represented using appropriate figures and diagrams

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## Discussion Page

- The results of this work will be discussed in view of achievement of the aims and will be compared with similar studies in literature.

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## List of references Page

- Cite all ideas, concepts, text, data that are not your own
- If there is a statement, back it up with data or reference
- All references cited in the text must be listed
- The references section lists all sources cited in the proposal text in a consistent bibliographic APA style
- Cite single-author references by the surname of the author (followed by date of the publication in parenthesis)
  - ... according to Hays (1994)
  - ... population growth is one of the greatest environmental concerns facing future generations (Hays, 1994).
- Cite double-author references by the surnames of both authors (followed by date of the publication in parenthesis)
  - e.g. Simpson and Hays (1994)
- Cite more than double-author references by the surname of the first author followed by et al. and then the date of the publication
  - e.g. Pfirman, Simpson and Hays would be:
  - Pfirman et al. (1994)
- Do not use footnotes
- List all references cited in the text in alphabetical order