

**GUIDELINES FOR THE WRITING OF RESEARCH PROPOSAL,
THESIS AND DISSERTATION FOR POSTGRADUATE
RESEARCH PROGRAMME**

SCHOOL OF GRADUATE STUDIES



1. INTRODUCTION

These guidelines provide students with essential information about how to prepare and submit the research proposal, thesis and dissertation in a format acceptable to Asia e University. As you begin the process of writing, you will be carefully documenting the research, theories, methods, results and conclusion of your efforts. A well-written and well-formatted work will reflect favourably upon you and Asia e University. When completed, your thesis or dissertation must follow a format and style that are acceptable, consistent with your field of knowledge.

These guidelines must be read together with the AeU Students' Handbook including University Rules & Regulations and Malaysian Ministry of Education Acts and Standards governing the postgraduate research programmes. They are accessible at Asia e University and Malaysian Ministry of Education websites.

Whilst every effort has been made to ensure accuracy at the time of preparation, kindly note that these Guidelines are subject to change without notice.

2. RESEARCH PROPOSAL

Candidates should conduct an initial literature search and review the existing literature concerned with content and methodology. This is the most critical activity before writing the research proposal. The better the research is 'grounded in' or 'tied to' the literature, the greater will be its credibility, persuasiveness and authority.

Candidates are required to discuss with their supervisor or supervisory committee member(s) on the focus and purpose of the research proposal as stipulated above.

A **Doctoral** research proposal should normally be around 12,000 words excluding appendices and references, whereas a proposal for **Masters' degree** research programme normally comprises about 6,000 words.

(1) Writing a Research Proposal

The following is a checklist of items which are typically included in a research proposal. Not all of the suggested categories are necessary or appropriate for all studies, and the order of items within chapters may vary somewhat. These items are intended to serve as a guide (Isaac & Michael, 1997).

Typically, the research proposal must use the APA formatting and it consists of three parts as suggested below:

Preface
<ul style="list-style-type: none"> • Cover Page • Table of Contents • Lists of Tables • List of Figures • List of Symbols / Abbreviations / Nomenclature / Transliteration
Text
<ul style="list-style-type: none"> • Chapter 1 : Introduction • Chapter 2 : Review of Literature • Chapter 3 : Methodology • Research Plan / Timeline • Capability of Researcher
Supplementary
References Appendices

(a) Chapter 1: Introduction

- Introduction
- Background of the Problem
(Should arouse interest and convince the reader that the research is justifiable and the problem is worth researching; unresolved issues; social concerns).
- Statement of the Problem
This is a statement that clearly defines the 'problem' the intended study is going to answer, such as basic difficult – area of concern, felt need. It has to be well framed - clear, precise, specific, measurable and attainable.
- Purpose of the Study
This section provides the focus of research. Researcher must state the purpose of the research, goal oriented and it must be any one or a combination of these – to explain, to explore, to predict or to describe.
- Questions to be answered or objectives to be investigated.
- Conceptual or substantive framework (postulates)
- Rationale and theoretical framework (when appropriate)
- Delineation of the research problem (explication of relationships among variables or comparisons to be considered)
- Statement of hypotheses (conceptual rendition subsequently followed by operational definition in Chapter I or in Methodology Chapter)
- Significance of the study – may overlap with statement of problem situation.

- Definition of terms (largely conceptual here; operational definitions may follow in Methodology Chapter)
- Scope and delineation of the study (narrowing the focus)
- Outline of the remainder of the proposal.

(b) Chapter 2: Review of Literature

- Organisation of the present chapter – overview
- Historical background (if necessary)

Purposes to be served by Review of Research Literature

This is the first thing to identify in the literature review where it is needed to identify areas or issues where they had not ventured into. If you are interested in an issue but others have done some work on it, then look for past findings that you can improve on and add new dimensions.

- Acquaint reader with existing studies relative to what has been found, who has done work, when and where latest research studies were completed, and what approaches involving research methodology, instrumentation, and analysis (quantitative or qualitative) were followed (literature review of methodology sometimes saved for chapter on methodology).
- Establish possible need for study and likelihood for obtaining meaningful, relevant, and significant results.
- Furnish from delineation of various theoretical positions on conceptual framework affording bases for generation of hypotheses and statement of their rationale (when appropriate).

Sources for Literature Review

- General integrative reviews cited that relate to the problem situations or research problems such as those found in reliable publications such as Governmental reports, ISI-, Scopus-indexed journals, etc.
- Specific books, monographs, bulletins, reports, and research articles –preference for literature of the last ten years.
- Unpublished materials (e.g. theses, dissertations, papers presented at recent professional meetings, etc).
- Selection and arrangement of literature review often in terms of questions to be considered, hypotheses set forth, or objectives or specific purposes delineated in problem chapter.
- Summary of literature reviewed (very brief)

(c) Chapter 3: Methodology

- Overview (Optional)
- Description of research methodology or approach (e.g. quantitative, qualitative, mixed-methods).
- Research Design (specific design used in the quantitative or qualitative or mixed-methods research).
- Selection of subjects (This is concerned with sample and population).
- Instrumentation (tests, measures, observations, scales, and questionnaires).
- Field or laboratory procedures (e.g., instructions to subjects or distribution of materials).
- Data collection or recording procedures.
- Methodological assumptions.
- Data analysis
How data is going to be analysed. This includes what statistical techniques are going to be used for data analysis and to test the validity and reliability of data and to explain/interpret the results expected to be obtained.
- Implications & Limitations (weaknesses)
This should consist of expected results from your study, its implication in the context of 'extending the frontier of knowledge, and limitations you might encounter that will affect your data collection, analysis and findings.
- Possible restatement of conceptual from problem chapter in operational form relative to instrumentation and experimental procedure or design followed, if not done elsewhere.
- Summary (optional).

(d) Research Plan / Timeline

- Please provide a research action plan or timeline detailing the events, timing and intervention strategies up to the submission of thesis or dissertation. Milestone against which progress can be monitored should be identified.

(e) Capability of Researcher

- Candidates must demonstrate his/her research capabilities by providing details on academic background and experience in relation to research, ability to access to data and relevant bodies, relationship to or position in organization / industry where the research will be conducted, etc.

(2) Submission of Research Proposal

A candidate is required to submit the Form SGS 003 Submission of Research Proposal, final research proposal and presentation slides (maximum 25 slides) to deansgs@aeu.edu.my at least two (2) months before the vetting process.

(3) Research Proposal Defense

In the proposal defense session, candidate must formally defend the research proposal to the Proposal Defense Committee. During the session, the candidate needs to present the proposal, including the problem identification, background literature and rationale for study, hypotheses, procedural details, analysis plan, and expected limitation. This is the time for dialogue between the candidate and the committee in order to clarify any questions, discuss and negotiate any suggested modification, recommend resources, and provide support to the research efforts of the candidate.

SGS shall seek for approval of Postgraduate Studies Committee (PSC) meeting for the appointment of Readers of proposal defense session. The tasks of the Readers are to attend the proposal defense session, critically review and evaluate the research proposal.

3. DATA COLLECTION

(1) Permission to Gather Data from Relevant Authorities

A candidate is requested to seek the permission from the relevant bodies of each country that approves the conduct and the ethical considerations of the research before the candidate is allowed to embark onto the proper data gathering procedures. The letters of consent from the relevant authorities must be disclosed to the supervisor(s) and attached in the thesis as appendix.

(2) Informed Consent and Protection from Harm

Perhaps the most basic and important ethical issues in research are concerned with participants' right to informed consent and freedom from harm. Researchers obtain *informed consent* by ensuring that research participants enter the research of their free will and with the understanding of the nature of the study and any possible dangers that may occur. This requirement is intended to reduce the likelihood that participants will be exploited by a researcher persuading them to participate when they are not fully aware of what the study's requirements are.

Researchers must ensure *freedom from harm* by not exposing participants to undue risks. This requirement includes issues of confidentiality (protecting participants from ridicule or embarrassment) and issues related to personal privacy. Collecting information on participants or observing them without their knowledge or without appropriate permission is considered unethical. Furthermore, any data or information that are gathered, either from or about a person, should be

strictly confidential. Access to data should also be limited to persons directly involved in conducting the research.

(3) Authenticity of Data

The researcher must declare that the thesis is his/her own work and that all contributions from any other persons or sources are properly and duly cited. The researcher further declares that it does not constitute any previous work whether published or otherwise. Candidate and supervisor(s) have the obligation to ensure the authenticity of data.

Data must normally be kept in a safe place with a proper security and for at least two years. Original data must be made available if requested to show evidence of authenticity.

4. THESIS AND DISSERTATION

A **thesis**, or a **dissertation** represents the research component of the postgraduate research programme.

At Asia e University, a **thesis** contributes to 100% fulfilment of the degree programme through original research under an academic supervision and in a research environment for a prescribed period. In scope, the PhD thesis differs from a research Master thesis mainly by its deeper and more comprehensive treatment of its content and subjects. The length of the PhD thesis varies with each discipline with 80,000 words being the norm. The PhD thesis should not exceed 100,000 words (excluding references and appendices) without special approval of the Dean, School of Graduate Studies. The length of a master thesis also varies with each discipline and should not exceed 60,000 words (excluding references and appendices) without the approval of the Deans. The thesis must be defended in an oral examination and/or viva voce examination.

A **dissertation** contributes to a partial fulfilment of the postgraduate degree by research under a proper academic supervision and in a research environment for a prescribed period.

The thesis, or dissertation demonstrates authority in the candidate's field and shows evidence of command of knowledge in relevant fields.

No	Programme	Minimum	Maximum
1	PhD (Thesis) (BA, ICT, Humanities, Finance, Social & Behavioural Science)	50,000	80,000
2	PhD (Thesis) (Education)	80,000	100,000
3	DBA (Thesis)	35,000	60,000
4	MSc (Dissertation)	30,000	60,000

It is to be noted that while the University has stated that the number of words for a PhD thesis shall normally be 50,000 to 80,000 words, excluding references and appendices, there are however several exceptions. Candidates need to refer to the Standards for each field set by the Malaysian Qualifications Agency (MQA), for example for the field in Education which shall normally be 80,000 – 100,000 words.

(1) Writing a Thesis / Dissertation

There are many styles of writing thesis and dissertations. For consistency, students are encouraged to conform to the format approved by AeU.

Typically, the format of thesis and dissertation consists of 3 parts as suggested below.

Preface
<ul style="list-style-type: none"> • Cover and Spine • Title Page • Abstract • Approval Page • Declaration Page • Copyright Page • Acknowledgement • Table of Contents • Lists of Tables • List of Figures • List of Symbols / Abbreviations / Nomenclature / Transliteration
Text
<ul style="list-style-type: none"> • Chapter 1 : Introduction • Chapter 2 : Review of Literature • Chapter 3 : Methodology • Chapter 4 : Results and Discussion • Chapter 5 : Summary, Conclusions and Implications
Supplementary
References Appendices

1) Cover and Spine (Refer to Sample A)

The final copy of the thesis/dissertation must be written on 1 side of white bond paper (80g weight) of A4 size (210mm x 297mm).

As for the cover, the hard bound copies should be made from rexine in black (Code: Acrolin 2633) with gold letterings of font size of 18 pitch in Arial, uppercase, bold and centrally aligned. The words in title must be arranged in the inverted pyramid shape.

The cover page should include the following:

- (a) Full title of thesis/dissertation which has been approved by Senate

- (b) Candidate's name (as registered with AeU)
- (c) Name of institution (ASIA e UNIVERSITY)
- (d) Year of thesis/dissertation is approved by Senate

As for the spine, the title of the thesis/dissertation, author's name, the degree for which the thesis is submitted, and year in uppercase to be printed on the spine.

If the title of the thesis cannot fit the space in the spine, smaller font is allowable.

2) Title Page (Refer to Sample B1)

The title page should include the following:

- (a) Full title of thesis/dissertation which has been approved by Senate (in uppercase)
- (b) Candidate's name (as registered with AeU) (in uppercase)
- (c) A statement as follows:
- (d) "A Thesis Submitted to Asia e University in Fulfilment of the Requirements for the Degree of Doctor of Philosophy"
- (e) Month and year of thesis/dissertation approved by Senate

The title page should be typed in Times New Roman, font size 14 with 1.15 pt. line spacing. This is the first page of Roman numeral page number (i). However, it is not numbered.

2.1) Title of Thesis/ Dissertation (Refer to Sample B2)

A title should summarize the main idea of the manuscript simply and, if possible, with style. It should be a concise statement of the main topic and should identify the variables or theoretical issues under investigation and the relationship between them.

A good doctoral title normally reflects the stature, scope and rigour of the doctoral research. In general, the main differences between a master's thesis and a doctoral thesis by research are normally related to the scope, depth and rigour of the work due to the longer duration being assigned to complete the doctoral thesis.

The recommended length for a doctoral title at AeU shall normally be less than **20** words. The title should be typed in uppercase letters, centered between the left and right margins, and positioned in the upper half of the page. The rules for capitalisation in the document title are strict. The first, last, all principal words and words with 4 letters or more must be capitalised, including those that follow hyphens in compound terms. The only words that should not be capitalised are articles (a, an, the), prepositions (e.g., in, to), and conjunctions (e.g., and, but, for).

3) Abstract (Refer to Sample B3)

For the doctoral thesis, an abstract not exceeding 350 words or 2,450 characters is to be included--approximately one page single-spaced.

A good abstract should be accurate, non-evaluative, coherent and readable, and concise. Henceforth, the abstract of a doctoral thesis should describe:

- the problem under investigation, in one sentence if possible;
- the participants, specifying pertinent characteristics such as age, sex, and ethnic and/or racial group; in animal research, specifying genus and species;
- the essential features of study method – you have a limited number of words so restrict your description to essential and interesting features of the study methodology - particularly those likely to be used in electronic searches;
- the basics findings, including effect sizes and confidence intervals and/or statistical significance levels; and
- the conclusions and the implications or applications.

If the thesis is written in another language, the abstract in that language must be translated into English language. The English version must appear in a separate page.

4) Signature Approval Page (Refer to Sample C)

A separate page containing the name of author, title and the signatures of the committee members with their designations. Only persons who has been assigned by the Examination Committee to confirm the corrections to be made to the thesis shall sign this approval page.

The approval page should be typed in Times New Roman, font size 12 and numbered as “iii”.

5) Declaration Page (refer to Sample D)

The declaration page should be typed in Times New Roman, font size 12 with doubled-spaced and numbered as “iv”.

6) Copyright Page (Refer to Sample E)

Centred at the bottom, Times New Roman, font size 12, counted but unnumbered.

7) Acknowledgements

Usually contain written expressions of appreciation for guidance and assistance from individuals or/and institutions. The acknowledgements should not exceed 250 words in Times New Roman, font size 12 with doubled-spaced and numbered as “vi”.

8) Table of Contents (Refer to Sample F)

Each thesis or dissertation is expected to have a table of contents for the convenience of the reader.

The table of contents should be easy to read and consistent. The title of each chapter should be written in full capital with no terminal punctuation.

The title of a subdivision of a chapter or section should be in small letters, with the exception of the first letter of significant words.

9) List of Tables (Refer to Sample G)

The list of tables follows the table of contents. This list includes the number of each table, the title and the page number.

10) List of Figures (Refer to Sample H)

The list of figures follows the list of tables. This list includes the number of each figure, the title and the page number.

11) List of Symbols/Abbreviations/Nomenclature/Transliteration

The list of symbols/abbreviations/nomenclature/transliteration follows the list of tables. This list includes the number of each figure, the title and the page number.

12) Text

There is no specific format for the text. Candidates and supervisors should ensure that the text follows the agreed conventions of the individual School.

Normally, the text consists of the following chapters;

- (a) Introduction
- (b) Review of Literature
- (c) Methodology
- (d) Results & Discussion
- (e) Summary, Conclusion and Implications

(i) Margin

For binding purposes, the left margin should be at least 4cm (1.5 inches) and the right, top and bottom margins should be at least 2.5cm (1 inch). All information (text, headings, footnotes and figures), including page number, must be within the text area.

(ii) Font Size and Typeface

Font size should be 12 pitch for the texts. However, font size of 10 pitch is allowable in tables. Italic print should not be used except for emphasis (e.g. foreign words other than the language used in the thesis). The same typeface must be used throughout the manuscript, including the page numbers, footnotes and/or endnotes. The entire text of the thesis, including headings and page numbers, must be printed using Times New Roman.

(iii) Spacing

All text must be double-spaced and justified. Each paragraph should be indented. The double-spacing is even throughout. There should not be any “quadruple” spaces.

(iv) Page Numbering

All page numbers should be printed 1.0 cm from the bottom margin and placed at the right hand side without any punctuation. Roman numerals (i, ii, iii, etc.) should be used in the preface section. Although the Title Page is the first page of the Preface, no number is printed on it. Numbering begins on the second page with (ii). Arabic numerals (1, 2, 3) are used on the pages of the text and supplementary sections.

13) References

Reference citations are based on the editorial styles of the American Psychological Association (APA).

14) Appendices

Specific items which were not included in the main body of the text should be put in the Appendix /Supplementary Section. Typically, this section may include the following items:

Research instruments such as questionnaires, maps, interview protocols, or tests

- (a) Figures
- (b) Equations
- (c) Chapter Layout
- (d) Tables
- (e) Other relevant information

(2) Submission of Thesis / Dissertation

A candidate is required to submit the Form SGS 007 Notice of Submission of Thesis Dissertation, Table of Contents (TOC) and Abstract of the dissertation/thesis to SGS

at deansgs@aeu.edu.my at least three (3) months before the actual date of submission of thesis / dissertation and the plagiarism report.

The submission has to be completed during the term of candidature. An unbound copy of the thesis/dissertation shall be submitted to SGS to be checked for conformity to the format requirements. Next, five (5) soft bound copies of the completed dissertation/thesis, plagiarism report and power point slides must be submitted to the SGS for examination purpose.

5 PUBLICATION AND AUTHORSHIP

(1) Publication

A student is encouraged to publish his/her doctoral work during his/her candidature, especially in an internationally refereed journal, and is advised to refer to the Standards of specific discipline on the number of internationally refereed publications required by the Malaysian Qualifications Agency before graduation.

A student may choose to submit parts or the entire thesis as a series of related papers, or manuscripts intended for publication. This requires prior consent of the supervisor/supervisory committee and appropriate copyright permission. The paper(s) will normally form one or more well defined thesis chapters; details of organization and content are determined by the student and the supervisor/supervisory committee. The publication status (submitted, in revision, in press, or published, with dates) and book or journal details (volume, page numbers, etc.) of any manuscripts or papers included in the thesis must be specified with each such chapter.

(2) Authorship

Single or multiple names of authorship is permissible in the publication, provided that the student has made a substantial contribution to the work. Academic unit guidelines may specify the number and/or order of authors in accordance with discipline practice. The student's contribution to both the research and the writing of any multi-authored paper must be clearly specified either in the introduction to the thesis or at the beginning of each relevant chapter.

6 RESEARCH ETHICS

Research Ethics involves all the moral and professional issues relating to research. The most serious breach of ethical standards in writing research report / dissertation / thesis is the offence of plagiarism: the expropriation of then intellectual property of another. Plagiarism is defined as the use of original work, ideas or actual texts created by others, without acknowledging the original source. Such acknowledgement should be made by:

The use of ideas or words of others must be acknowledged individually in the text. In addition, each of the work consulted has to be included in the 'references' or selected bibliography.

If the quoted citation contains more than four sentences, it should be placed within a paragraph of its own with a 1 cm indentation. For example:

The general theory of relativity, on its own, cannot explain these features or answer these questions because of its prediction that the universe started off with infinite density at the big bang singularity. At the singularity, general relativity and all other physical laws break down: one couldn't predict what will come out of the singularity (Hawking, 1988:122).

If only part of the quotation is cited, the citation should be marked with an ellipsis (...), for example:

There must be give and take, with the teacher being a participant as well as leader and..., a source of answers' (Sizer, 1984:9).

SAMPLE A: COVER PAGE AND SPINE

<div>2 cm</div> <div>TITLE OF THESIS/DISSERTATION</div> <div>NAME OF CANDIDATE</div> <div>ASIA e UNIVERSITY</div> <div>2014</div> <div>2 cm</div>	<div>5 cm</div> <div>4 cm</div> <div>TITLE OF THESIS/DISSERTATION <i>(Approved by Senate)</i></div> <div>4 cm</div> <div>NAME OF CANDIDATE <i>(As registered with AeU)</i></div> <div>ASIA e UNIVERSITY 2014 <i>(Approved year of thesis/dissertation by Senate)</i></div> <div>5 cm</div>
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SAMPLE B1: TITLE PAGE

**THE RELATIONSHIP BETWEEN LEARNING STYLES AND
MULTIPLE INTELLIGENCES AMONG MALAYSIAN
MEDICAL AND HEALTH SCIENCES STUDIES**

REBECCA WONG SHIN YEE

**A Thesis Submitted to Asia e University in
Fulfilment of the Requirements for the
Degree of Doctor of Philosophy**

July 2017

SAMPLE B2: GUIDELINES OF TITLE OF THESIS / DISSERTATIONS

(Excerpted from APA Manual (2009))

Since the title of your doctoral thesis is the first thing a reader will take notice and read, it is worthy to be extra meticulous in providing the best impression of your study. A good title can have a profound effect on the quality and rigour of your thesis. Asia e University (AeU) has adopted the recommendations of the American Psychological Association (APA) (2009).

According to the Publication Manual of the APA, 'a title should summarize the main idea of the manuscript simply and, if possible, with style' (2009, p.23). It should be a concise statement of the main topic and should identify the variables or theoretical issues under investigation and the relationship between them.

A title should be fully explanatory when standing alone. Although its principal function is to inform readers about the study, a title is also a statement of thesis content for abstracting and reference purposes in the databases such as ProQuest. A good title is easily shortened to the running head used within the published thesis/article.

A good PhD title normally reflects the stature, scope and rigour of the doctoral research. In general, the main differences between a master's thesis and a PhD thesis by research are normally related to the scope, depth and rigour of the work due to the longer duration being assigned to complete the PhD thesis. Furthermore, a PhD thesis is expected to be original in the field and the inputs of some relevant new information or ideas to the field of study (contribution to knowledge) (Malaysian Qualifications Agency, 2015).

Titles are commonly indexed and compiled in numerous reference works. Therefore, avoid word that serve no useful purpose; they increase length and can mislead indexers. For example, the words *method* and *results* do not normally appear in a title, nor should such terms as *A Study of* or *An Investigation of*. Occasionally a term such as a research synthesis or meta-analysis or fMRI study of conveys important information for the potential readers and is included in the title.

Avoid using abbreviations in a title; spelling over all terms help accurate, complete indexing of the article. The recommended length for a doctoral thesis at AeU shall normally be less than **20** words. The title should be typed in uppercase letters, centered between the left and right margins, and positioned in the upper half of the page.

Table 1
Title of Thesis: Do's and Do Not's
 (Excerpted from Simon (2011))

- Do NOT use a complete sentence as a title: No periods.
- DO ensure that the title makes complete sense.
- Do NOT use abbreviations.
- DO ensure that a title that sounds good and flows well.
- Do NOT include the research question itself as the main title.
- Do NOT make the title and sub-title the same.
- DO ensure that the subtitle, if used, more elaborate than the main title. The indicative subtitle should include the words that reflect the primary objective of the investigation.

(Example: Cloud Computing in the Large Scale Organisation [*Primary & compelling title*]: Potential Benefits and Overcoming Barriers to Deployment [*Indicative sub-title*])

Table 2
Examples of Title of Doctoral Thesis

- (a) **Business Administration**
 - Manufacturing Power: The Everyday Politics of Privilege among the Pakistani Business Elite
 - Human Resource Capacity Building for Local Governance in Thailand: Current Challenges and Future Opportunities
- (b) **Education**
 - Rethinking the Philosophical Approach to Higher Education in Ghana
 - A Model to Facilitate Effective e-Learning in Technology-Enhanced Learning Environments within Universities
- (d) **ICT**
 - Cloud Computing in the Large Scale Organisation: Potential Benefits and Overcoming Barriers to Deployment.
 - Design and Optimization of Mobile Cloud Computing Systems with Networked Virtual Platforms
- (e) **Humanities**
 - Republic of Letters, Empire of Textbooks: Globalizing Western Knowledge, 1790-1895
 - Investigation into the Differential Effects of Subtitles (First Language, Second Language, and Bilingual) on Second Language Vocabulary Acquisition
- (f) **Social & Behavioural Science**
 - Evolutionary Psychology: Theoretical and Methodological Foundations
 - Crafting the Academy: Writing Sociology and Disciplinary Legitimacy

SAMPLE B3: GUIDELINES OF AN ABSTRACT OF THE DOCTORAL THESIS

An abstract is a brief, comprehensive summary of the contents of the thesis; it allows readers to survey the contents of an article quickly and, like a title, it enables persons interested in the thesis to retrieve it from abstracting and indexing database. Asia e University (AeU) doctoral thesis requires an abstract and has adopted the recommendations of the American Psychological Association (APA) (2009).

Table 3
The Abstract of a Doctoral Thesis at Asia e University
(Excerpted from APA Manual (2009) & AeU Students' Handbook (2018))

- (1) A well-prepared abstract can be the most important single paragraph in a thesis. Most people have their first contact with a thesis by seeing just an abstract, usually in comparison with several other abstracts, as they are doing a literature search. Readers frequently decide on the basis of the abstract whether to read the entire thesis, you enhance the user's ability to find it.
- (2) A good abstract should be accurate, non-evaluative, coherent and readable, and concise. Henceforth, the abstract of a doctoral thesis should describe:
 - the problem under investigation, in one sentence if possible;
 - the participants, specifying pertinent characteristics such as age, sex, and ethnic and/or racial group; in animal research, specifying genus and species;
 - the essential features of study method – you have a limited number of words so restrict your description to essential and interesting features of the study methodology - particularly those likely to be used in electronic searches;
 - the basics findings, including effect sizes and confidence intervals and/or statistical significance levels; and
 - the conclusions and the implications or applications.
- (3) At AeU, for the doctoral dissertation, an abstract not exceeding 350 words or 2,450 characters is to be included--approximately one and one-half pages doubled-spaced.
- (4) If the thesis is written in another language, the abstract in that language must be translated into English language. The English version must appear in a separate page.

Table 4
Example 1 of an Abstract of a Doctoral Thesis
(Excerpted from Armytage, Rosita. (2016))

Abstract

This thesis interrogates the operation of modern capitalism within a context of political instability and economic inequality. In doing so, it examines the relationship between power, instability, informal processes, and the accumulation of vast amounts of capital. Specifically, this thesis is about the process of acquiring, maintaining, and wielding economic power in Pakistan – an industrialising economy beset by high levels of political change and economic insecurity. Based on 13 months of ethnographic fieldwork, this thesis examines the group of families who occupy the upper-most tier of the economic and social structure, the means through which they have acquired and protected power and influence, and the challenges non-elite individuals face in

attaining upward social mobility in developing countries. In contrast to studies that examine the ways in which global economic integration creates new avenues for the capture of wealth, privilege and political influence, my research demonstrates that forms of “hyper-capitalism” have not come to dominate markets globally. Rather, in many contexts, commerce remains governed by highly personalised and intimate relations determined by local cultural practices. I show that business in Pakistan has remained resiliently “local,” and dependent upon deeply rooted familial, ethnic and class structures. Localised elite business practices remain substantially independent from the “international standards” of business propagated by multinational corporations, international investors, and the international market. In this context, the resilience of local forms of business constitutes not only a site of interlinked personal, gendered and economic processes, but also a site of post-colonial assertiveness. This thesis explores the informal means through which elites navigate their social, marital and business environments to reconstitute their power in line with shifting economic and political conditions. Despite the economic transformations that have taken place in Pakistan over the past seventy years, and the shifts in social structure these changes have engendered, the Pakistani elite has routinely fortified and reconstituted the power and privilege of its members in a shared pursuit of profit and market dominance. The resilience of these modes of doing business reflect the inability of international forms of global capital to successfully re-colonise local markets and extract the nationally- generated wealth now held by domestic elites.

Table 5
Example 2 of an Abstract of a Doctoral Thesis
(Excerpted from Bellamy, Martin Clifford. (2013))

Abstract

There are three focal questions addressed in this thesis: • Firstly whether large organisations, particularly public sector or governmental, can realise benefits by transitioning from the ICT delivery models prevalent in the late 2000s to use Cloud computing services? • Secondly, in what circumstances can the benefits best be realised, and how and when can the associated risk reward trade-off be managed effectively? • Thirdly, what steps can be taken to ensure maximum benefit is gained from using Cloud computing? This includes a consideration of the technical and organisational obstacles that need to be overcome to realise these benefits in large organisations. The potential benefits for organisations using Cloud computing services include cost reductions, faster innovation, delivery of modern information based services that meet consumers' expectations, and improved choice and affordability of specialist services. There are many examples of successful Cloud computing deployments in large organisations that are saving time and money, although in larger organisations these are generally in areas that do not involve use of sensitive information. Despite the benefits, by 2013 Cloud computing services account for less than 5% most large organisations' ICT budgets. The key inhibitor to wider deployment is that use of Cloud computing services exposes organisations to new risks that can be costly to address. However, the level of cost reduction that can be attained means that progressive deployment of Cloud computing services seems inevitable. The challenge therefore is how best to manage the associated risks in an effective and efficient manner. This thesis considers the origin and benefits of Cloud computing, identifies the barriers to take up and explores how these can be overcome, and considers how Cloud computing service brokerages can potentially develop further to close the gap by building new capabilities to accelerate take-up and benefits realisation.

SAMPLE C: APPROVAL PAGE

APPROVAL

I certify that I have supervised / read this study and that in my opinion it conforms to acceptable standards of scholarly presentation and is fully adequate, in quality and scope, as a thesis for the fulfilment of the requirements for the degree of Doctor of Philosophy.

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SAMPLE D: DECLARATION PAGE

DECLARATION

I hereby declare that the thesis submitted in fulfilment of the PhD degree is my own work and that all contributions from any other persons or sources are properly and duly cited. I further declare that the material has not been submitted either in whole or in part, for a degree at this or any other university. In making this declaration, I understand and acknowledge any breaches in this declaration constitute academic misconduct, which may result in my expulsion from the programme and/or exclusion from the award of the degree.

Name: Name of the Candidate

Signature of Candidate:

Date:

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