



Libya state
Ministry Of Education



دليل إعداد بحوث التخرج كلية الصحة العامة والتمريض
باللغة الإنجليزية

PREPARED BY:-

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Libya state
Ministry Of Education



Al Asmarya University



Faculty Of public health and nursing

Parts of Research Paper

1. Title Page

For the cover page, each department has a distinct color as the following:-

a) Department of Public Health

- Browne color



b) Department of Nursing

- White color



Title page must contain the following:-

- University name (**Al Asmarya University**) (font size 18 and bold in golde colour)
- Faculty name (**Faculty of Public health and Nursing**) (font size 18 and bold in golde colour)
- Department name (**Department of Public Health or Department of Nursing**) (font size 18 and bold in golde colour)
- Title of the thesis (font size 16 and bold in golde colour)
- A Thesis Submitted in Fulfilment of the Requirements for the Degree of Bachelor of (**Public Health or Nursing**) (font size 14 and bold in golde colour)
- Students' names (font size 14 and bold in golde colour)
- Supervisor name (font size 14 and bold in golde colour)
- Academic year (e.g. **2017/2018**) (font size 14 and bold in golde colour)

2. Font Type and Size

All text in the report one font style should be used in throughout the thesis and should be (**Times New Roman**). Font size of the entire thesis should be **12** except captions for tables and figures, tables and references, which is **11** in size.

The font size of Heading **1** (e.g. **Chapters**) should be **14** and bold and sub headings should be **12** and bold.

3. Page Layout and Margins

The Page Layout of entire thesis must be portrait and in **A4** size format. Landscape orientation may be used to fit figures or tables. The top, bottom, and right margins should be **2.5 cm** and the left margin should be **3 cm**.

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4. **Pagination**

Page numbers should be centered at the bottom of the page. Preliminary pages (Dedication to list of Abbreviations) should be numbering in small roman numerals (**i, ii, iii, etc.**). The subsequent pages should be numbering numerals (**1, 2, 3, etc.**).

5. **Latin Terms**

Latin terms are always given in italics.

6. **Abstract**

The abstract is a brief summary of the thesis. It presents all the major elements of the work in a highly condensed form. The length of the abstract should not exceeding **300** words. It includes background about the research topic, research objective, research methods, results, conclusion and recommendation.

7. **Acknowledgement**

The researcher expresses his gratitude and appreciation to the people who have a role in completing the study.

8. **Table of contents**

Contains a list of contents included in the study of research. The table of contents contains two main things: the title and the page where it could be found

Make sure that the title of each contents should be self- explanatory and should not leave the reader confused.

Write chapter and sub-topics below.

9. **List of Figures**

Includes all tables, figures, graphs , photos, charts , and drawing included in the research

Each presentation should be properly labeled with pagination.

10. **CHAPTER I**

A. **Introduction**

● This is the first part of the research paper

● This is where the researcher provide the topic of the research paper where the context in terms of content of the research paper is given

B. **Problem of the study**

● States the main problem that the researcher is trying to solve

● It follows the formulation of the title and should be faithful to it

● It specifically points the important questions that the study needs to answer

● It also serves as the bases for the questionnaires.

C. **Objectives of the study**

● The researcher should state the objectives of this study.

D. **Significance of the Study**

● The questions to answer here is” **Why conduct the research?**”

● The researcher have to identify who will benefit from the research and how they will be benefited.

● This should match with the recommendation.

11. **CHAPTER II: LITERATURE REVIEW**

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- This is where you will use your note, Literature review should cover the general and specific information.
- Should not lift words from other sources, This will require your command of language and writing skills such as summarizing, paraphrasing and writing indirect speeches.
- Data and information can be taken from books, magazines, studies and newspapers that can be related to your research.
- Include the surnames of authors and the publication date of their work who provided sources for your study.
- Should include a title for the *previous studies*, and the title of the study, objective, methodology and the most important results should be written.

12. CHAPTER III. METHODS AND PROCEDURES

- Research Design**
 - Discuss the kind of research used in the study. Should answers why the method used is appropriate for the study.
 - Example of research design: Descriptive survey method
- Study Sample**
 - Defines how the population samples are chosen.
- Scope and limitation of the Study**
 - Determines the coverage of the research and all the things that it will cover in order to be specific.
 - It includes the following:
 - ✓ Actual place where the study will be conducted
 - ✓ Duration of the conduct of the study
 - ✓ Limit of the number of respondents.
- Procedure:**
 - Outlines the detailed methodology that was carried out to process the samples in your study.
- Statistical analysis of data**
 - Shows statistical software and tests used in this study.
- Ethics of study**
 - Ethical permit must be written to conduct this study.

13. CHAPTER IV : RESULTS OF DATA ANALYSIS

- Presents all the data gathered by tabulating all the gathered information.
- Aside from the tables, an interpretation of each presented data should follow. This will serve as the basis of the summary of findings.

14. CHAPTER V: DISSECTION , CONCLUSIONS AND RECOMMENDATIONS

- Dissection**
 - Interpret and explain your results and compare them with others findings.
- Conclusions**
 - Concludes the major contributions of the significant findings.
- Recommendations**
 - This should be directly based on the significance of the study.
 - This also includes recommended actions that should be done after the conduct of the study such as further assessment of the subject, focus on other factors etc.

15. CITATION AND REFERENCING

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□ Student follows the Harvard for literature citation and referencing. Students are highly advised to use reference manager software like Endnote or Mendeley.

□ Examples of Harvard citation and referencing:-

1. Journal article

● In-text citation: HbA1c levels are elevated well in advance of the clinical development of type 2 diabetes (**Pradhan et al., 2007**).

● In reference list: Pradhan, A.D., Rifai, N., Buring, J.E. & Ridker, P.M. **2007**. Haemoglobin **A1c** predicts diabetes but not cardiovascular disease in nondiabetic women. The American journal of medicine, **120(8):720-727**.

2. Websites

● In-text citation: Haemoglobin **A1C** testing (**A1C**) is the test used to measure your average blood glucose level over an extended period of time (**2 to 3 months**) (**Simmons, 2014**).

● In reference list: Simmons, J. **2014**. Haemoglobin **A1C** Testing. [Online]. Available: <https://type2diabetes.com/diagnosis-and-testing/hemoglobin-a1c/>[Accessed**21November 2018**].

3. Thesis

● **In-text citation:** The rate of false positive cells can be reduced by targetting more than one chromosomal abnormality (**Kasprzyk, 1998**).

● **In reference list:** Kasprzyk, A. **1998**. Investigation of clonality and minimal residual disease in haematological malignancy using fluorescent in situ hybridization. PhD, University of London.

4. Book

● **In-text citation:** Giardia transmission occurs by the fecal-oral route, either directly, via person to person contact or indirectly, via contamination of surface water or food (**Satoskar, 2009**).

● **In reference list:** Satoskar, A.R. **2009**. Medical parasitology. Texas/USA: CRC Press.

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