



**NHEC** National Health and Education Committee

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# Introductory Research Methods in Education

Course Information

မဟာဇေ: ဃုတေဃန နှဉ်းခံနမ် ဘဠေံ ဃင်တန့်:



***An initiative of the NHEC***

**အမျိုးသားကျန်းမာရေး နှင့် ပညာရေး ကော်မတီ၏ ဦးဆောင်စီစဉ် တင်ဆက်မှု**

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**NATIONAL HEALTH AND EDUCATION COMMITTEE**  
**Education Program**

**Research and Development**

*Introductory Research Methods in Education Course*

**အမျိုးသား ကျန်းမာရေး နှင့် ပညာရေး ကော်မတီ**  
**ပညာရေး အစီအစဉ်**

**ပညာရေး သုတေသန နှင်းစုံနှစ် အခြေခံ သင်တန်း**

Funded by DBC/AIF

**Education Research and Development Department  
NHEC Publication  
PO Box 178  
Chiang Mai University 50202  
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Thailand**

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**IRMEC is designed and programmed for the NHEC’s research and development in education for the marginalized societies of Burma. Please contact R&D Department, NHEC for any queries.**

**First published in 2004**  
**R&D, Education Program NHEC**

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U Min Min Oo

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Naw Mu Lay Khu	
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Saya Zin	Saya Ler Say
Naw Mu Lay Khu	Khu Law Reh
Khun Po Po	Khun Sai
Dr. Kha Lom	Saw Kyaw Moe
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*Trainers*  
 Saw Lah Wah  
 Saw Soe Shwe

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# FORWARD

NHEC is planning an education research programme for three years with the help of the Danish Burma Committee. The rationale behind the programme is that 'research findings will be used for education policy making, teaching and other educational development'. With the aim of producing quality research, NHEC will give intensive research methods training to teachers and educators of ethnic nationality groups of Burma. It was agreed at the NHEC education conference and the resolutions were laid down at the conference to promote education research. These conference resolutions serve as the basis and guidelines for the NHEC research project and they are accordingly to be implemented.

Since Burma has a lack of research studies, this research project will empower teachers, educators and policy makers for their work on educational development. The Introductory research methods in Education course will prepare teachers and educators from diverse ethnic populations to work for the development and advance the education standards for marginalized societies of Burma.

I would like to express our appreciation to our financial sponsor, DBC/AIF,  
for this educational initiative.

**Saw Barnabas**  
**Director**  
**Education Program**  
**February 2004**

***Introductory Research Methods in Education Course***

**ဝဟူဇေး သုတေသန ရှင်းစံနှစ် အခြေ သင်တန်း**

နှုတ်ခွန်းဆက်လွှာ

**WELCOME**

Dear Colleagues,

May I take this opportunity to introduce myself and to welcome you to the course ***Introductory Research Methods in Education Course***.

I am Thein Naing and I am currently employed by the National Health and Education Committee (NHEC) as Trainer / Program Coordinator for the education program. After leaving Burma as an exiled-student activist, my first experiences in education started 15 years ago when I helped establish a high school for Karenni refugees. I worked as a high school teacher and a teacher trainer for 7 years in Karenni camps and Dawn Gwin. I left the borders when I was offered a scholarship for further studies in Australia. My post-graduate studies and work are mainly concerned with secondary education, teaching, management and research.

As part of my new role, my responsibilities include teaching and coordinating in the areas of school education, teacher training and research. As lecturer and supervisor of this course, *Introductory Research Methods in Education Course* I will be responsible for engaging with you in the content and process of this course and I will be available to provide course advice and assistance to you as appropriate to the learning process for this course.

As with all courses within the NHEC education program, 'Introductory Research Methods in Education Course', has been designed to provide each participant with opportunities to engage with, to reflect on, to understand, and to internalise the content and processes relevant to the course matter at hand.

I look forward to working with you in this course and trust that you will find 'Introductory Research Methods in Education Course' a rewarding and challenging experience.

Best Wishes,

Thein Naing M.Ed *RMIT*  
Trainer/ Program Coordinator  
Education Program  
NHEC

## **National Health and Education Committee**

Report on the Education Conference  
Chiang Mai, 3-5 July 2002

### ***(5) Resolution on Education Research***

1. To support education research.
2. Education research should be conducted in different geographical areas.
3. Education research should be conducted in different educational areas (such as survey, curriculum studies, language studies etc).
4. To follow research ethics.
5. Research study should be based on valid evidence.
6. Research findings should be reliable.
7. Research findings should be generalized.
8. Research findings should be used for education policy making, teaching and other educational development.
9. Research findings should be discussed, read out and published.

***Introductory Research Methods in Education Course***

**ဥက္ကဋ္ဌ: ဒုတိယ နှစ်စံနှစ် အခြေခံ သင်တန်း**

This intensive course provides an introduction to **methods of enquiry** in education and other social sciences. The course aims to equip teachers with knowledge and skills essential to conduct small-scale *action* researches in education.

**RATIONALE:**

This course is aimed at preparing those teachers from *marginalized societies* of Burma to able to conduct small-scale field researches in education. It is particularly designed to meet the requirements for action-research projects.

The expectation that educators should be able to apply the findings of recent valid research studies to the formation of educational policy and practice requires that such professionals should have a sound understanding of the principles and practices of research design and methodology. Further, those who are to be involved in any of the various approaches to research in education must be cognizant of appropriate procedures for effective and valid research programs. This introductory research methods course is intended to provide those involved in education with the basic competencies to generate, analyze, and evaluate research programs through the development of an understanding of the characteristics and components of educational research.

**SYNOPSIS:**

This unit will expose students to the basic philosophy and practice of educational research. It is intended as an introductory unit in research methods in education with particular attention given to developing an understanding of the major approaches to research in education, basic research design and procedures, and research valuation.

**Action Research**

Action research is an approach to professional development and improve student learning in which teachers systematically reflect on their work and make changes in their practice. It is sometimes difficult to convince teachers that change is necessary or practicable when those promoting change are outside the teacher's own classroom or when an innovation is imposed from the "top down." Undertaken by practitioners, action research involves looking at one's own practice, or a situation involving children's development, behavior, social interactions, learning difficulties, family involvement, or learning environments, and then reflecting and seeking support and feedback from colleagues. Patterson and Shannon (1993) describe action research as "inquiry in which practicing teachers try to

understand the particular individuals, actions, policies, and events that make up their work environment in order to make professional decisions" (p. 8). Garner (1996) defines action research more specifically as a systematic, reflective, collaborative process that examines a situation for the purpose of planning, implementing, and evaluating change.

## **OBJECTIVES:**

Upon the completion of this unit, students will be able to:

- ❑ Understand the principles underlying educational research
- ❑ Describe appropriate steps in conducting educational research (Small-scale)
- ❑ Choose and/or develop a research method appropriate to a particular problem
- ❑ Select appropriate techniques of data collection
- ❑ Identify appropriate procedures for the analysis and treatment of data
- ❑ Critically evaluate research reports
- ❑ Design and implement acceptable research activities.

### **Course Lecturer/ Coordinator**

Mr. Thein Naing B.Appl.Sc Grad.Dip.Ed *Monash* M.Ed *RMIT*  
Trainer/ Education Program Coordinator  
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### **Academic Advisor/ Visiting & (On-line) Lecturer**

Ms. Kim Senior B.A B.Ed Grad.Dip.Ed *ANU* M.Ed *Melbourne*  
Graduate School of Education  
University of Melbourne  
Australia

# Weekly Timetable

## Week 1

### Principles of Educational Research

- ❑ Welcome to Introductory Research Methods in Education Course
- ❑ Review of the course expectation, reading, resources, assessment and time-line
- ❑ Sample presentation/ discussion on a research paper
- ❑ Approaches to Educational Research: An introduction
  - Action Research and the “Teacher as Researcher Model”
  - Different approaches/ areas of research in education
- ❑ Steps in conducting Research/
- ❑ Research and Development

Readings: Doing your research project – pages: 5-13  
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## Week 2

### Essential First Steps / Planning the project

- ❑ Students’ presentation on a research paper (See the guideline)
- ❑ Selecting a Topic / Choosing a topic
- ❑ The Project Outline
- ❑ Timing
- ❑ Research Ethics
- ❑ Planning the Project Checklist

*Afternoon- Visit to CM university library*

Readings: Doing your research project – pages: 15-23  
ပညာရေး သုတေသန ပြုလုပ်နည်း - စာမျက်နှာ - ၁-၁၈  
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## Week 3

### Hypothesis/ Reviewing the Literature

- ❑ Students’ presentation on a research paper (See the guideline)
- ❑ Hypothesis
- ❑ Note-taking
- ❑ Referencing



- ❑ Critical Review of the Literature
- ❑ Access to resources - *NHEC – Resource Centre and Mobile Library*
  - Delivering course materials and readings, papers to candidates

Readings: Doing your research project – pages: 24-51  
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## **Week 4**

### **Data Collection Techniques**

- ❑ Collecting Data: An introduction
- ❑ Designing and Administering Questionnaire
- ❑ Planning and Conducting Interviews
- ❑ Observation Studies

Readings: Doing your research project – pages: 74-101, 109-121  
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## **Week 5**

### **Data Analysis**

- ❑ Organization of Data
- ❑ Classifying
- ❑ Generalization
- ❑ Deductive reasoning

*Afternoon- Visit to CM university library*

Reading: Doing your research project – pages: 127-150  
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## **Week 6**

### **Data Presentation/ Writing the Research Report**

- ❑ Interpretation and Presentation of the evidence
- ❑ Writing the report
- ❑ Checklist
- ❑ Discussion on Students' research proposal

Reading: Doing your research project – pages: 151-159  
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ဘာသာဗေဒ နှင့် လူမှုရေးသိပ္ပံ သုတေသနပြုလုပ်နည်း အခြေခံများ ၁၄၇-၁၅၈

## Week 7

### Conclusion and Recommendation

- ❑ Discussion on research Conclusion and recommendation
- ❑ Referencing
- ❑ A final Word
- ❑ Course evaluation
- ❑ Future Plan – Discussion, Time line

Reading: Doing your research project – pages:  
ပညာရေး သုတေသန ပြုလုပ်နည်း - စာမျက်နှာ -  
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### Course Readings / References

Bell, Judith (1996) *Doing Your Research Project: A Guide for first-time researchers in education and social sciences, 2<sup>nd</sup> ed.*, Open University Press, Buckingham

Kumar, Ranjit (1997) *Research Methodology: A step-by-step guide for beginners*, Longman

Bouma, Gray D. (1993) *The Research Process, Revised Edition*, OUP, Melbourne

Sarantakos, S. (1995) *Social Research*, Macmillan Education Australia, Melbourne

The Primary Teacher, National Council of Educational Research and Training, New Delhi

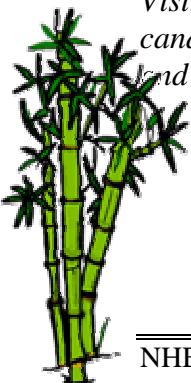
Sample Research papers files at the resource center, (*Burmese & English*) Education Program, NHEC

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ဘာသာဗေဒ နှင့် လူမှုသိပ္ပံ သုတေသန ပြုလုပ်နည်း။ မြန်မာနိုင်ငံ ဝိဇ္ဇာ နှင့် သိပ္ပံပညာရှင်များ အဖွဲ့၊ ရန်ကုန်။

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*Visits to Chiang Mai University (Central Library) will be arranged for all the research candidates. The library has got an extensive collection of books on education, teaching and research.*



## ASSIGNMENT/ YOUR TASK

### (During the Training-Course)

- Read the weekly readings before lectures (Check the weekly schedule).
- Study the sample research papers, their structure and methodologies.
- It is expected that you will at least read an action research paper from the Primary Teacher and (Education research files) available in resource center every week.
- Develop selecting the problem/ Proposal. Copy notes and info. You need for your paper.
- By the end of second week, you will have a topic of your choice for your small-scale research project. Negotiate with the lecturer/ supervisor.
- To those of you who have difficulties with English, please make sure you read the recommended readings from a research texts, (*Burmese version*)
- Show and Tell program? ( a warm-up activity) (Negotiate with the trainees)

### Taking the lead in weekly paper discussion

- In every lecture, two research methods students are required to do a mini presentation (~ 10 minutes) on a small-scale research paper studied.
  - Before class, you are required to read an education research paper thoroughly, and take notes.
  - Please include the following points in your presentation/ discussion.
    - What is the research paper about? Briefly discuss the research.
    - Highlight the methodology, the steps in carrying out the research.
    - Lead the discussion on the research topic.

### (After the course, when you get to your area...)

- Check the time frame for your paper. (*Please keep all your activities/ tasks on time*). **Do not procrastinate.**
- Prepare the research project proposal by the end of April and submit it to NHEC.
- After getting approval from the research supervisor, you have two months to conduct data collection/ analysis/ literature review and for your first draft.
- Submit your first draft by the end of June 2004.
- Submit your second and final drafts in July and August 2004.
- Presentation of your paper at the NHEC education seminar in September.
- Keep in touch with your research supervisor/ education program, NHEC at all time/ every stage.

**1 YOUR SMALL-SCALE RESEARCH PAPER SHOULD BE 5-7 PAGES IN ENGLISH (~ 3 000 WORDS) OR 7-9 PAGES IN BURMESE.**

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သင်၏ ပညာရေး တာဝန် နှင့် လုပ်ငန်း၊ လေ့လာမှုများ အတွက် အချိန်လုံးမဆွဲပါနှင့်။

# Research Project

The Research Projects (paper submission, presentation and publication) finalise the learning experiences of the Introductory Research Methods in Education Course

- Linking theory to practice and providing a meaningful and practical application to course work undertaken as part of this course
- Developing a substantial project where techniques and methodologies of research can be used to assist in developing a culture of innovation and creativity
- Providing participants with an opportunity to trial research methods and techniques in a systematic and rigorous manner
- Exploring methods of presenting research material using creative use of media.

Ideally the Project could focus on a critical issue associated with your workplace.

## **Learning Outcomes**

The learning outcomes of the Project are to undertake to completion, in a form suitable for submission, a research project with a clear and accurate statement of a research question.

The Project should have:

- A clearly stated research question relating to a topic relevant to the aims and objectives of the course
- An exploration of literature associated with both the research question and topic and the method and methodology of research utilised in exploring the question
- A systematic and substantial analysis, and synthesis of the research question using an evidence based approach
- Information and arguments presented in a systematic, concise and consistent manner.
- Key terminology associated with the topic in precise and consistent themes

### Research Paper... *Criteria*

All the research course candidates should be aware of the requirements and scope of paper submission as a culmination of their study plans. This table is designed as a guide for students in order to guide them the process and criteria.

	<b>NHEC Education Research Project (Small-Scale)</b>
Size	3 000 words in English or ~ 6- 9 pages in Burmese
Scope	<p>Your paper should be sustained discussion and argument engaging in current arguments and literature on a topic in an in-depth fashion. All research projects should involve extended discussion on theoretical issues associated with topics. There should be detailed bibliography. It can include research of a minor nature involving interviews survey and case studies.</p> <p>Research project should be a small and manageable project able to be concluded in a time span.</p> <p>Such research should not involve large numbers of participants and should have a balance between discussion analysis and research in such cases where minor research is conducted.</p>
	<p>Extended academic discussions for Project</p> <ul style="list-style-type: none"> <li>• Reworking and reinterpretation of previous theoretical analysis, research or literature.</li> <li>• Discussion on research methods or methodology.</li> <li>• Discussion on policy issues engaging theoretical and practical issues.</li> <li>• Foundation analysis and discussion on new issues for further study.</li> <li>• Comparative discussion.</li> <li>• Minor and small scale action research projects.</li> <li>• Development and discussion of case studies.</li> </ul>
Timescale to submission	20 weeks
Project proposal	Submitted in advance of commencement for approval by Director (Education), NHEC with ethics clearance
Ethics clearance	Required for research involving human subject. Must be submitted with proposal
Teaching	Contact should generally be once a month with the supervisor
Assessment	Mainly marked by project mentor and/or other marker appointed by Director (Education) as necessary depending on the nature and expertise requirement.

## **The Project Mentor/ Supervisor**

Students will be assigned a project mentor/ supervisor to assist and guide them towards a successful completion of their project. The mentor will assist and guide the student through the five stages to completion of the project. It should be understood that students are responsible for their own work and that the role of mentor is to advise and guide and students must accept responsibility for their own decisions.

### **Administrative roles of the mentor/ supervisor**

- Guide students on setting out a project plan (see table)
- Advise and guide on the preparation of the project proposal and ethics application
- Advise student on progress and details of NHEC's future research activities/ training

### **Academic roles of the mentor/ supervisor**

- provide assistance in clarifying a research question
- advise on relevant literature related to the topic and question
- develop a schedule of contact on a mutually agreed basis via e-mail, telephone or personal contact if appropriate
- provide feedback on written submission, drafts and written work related to the project in a timely manner
- advise on research methods and research methodology
- ensure as best as possible that the work conducted is carried out by the student
- select appropriately qualified and experienced co-examiners

### *Contact with the project mentor*

Minimum contact will be four times in the period of six months. Contact must be made at least once in all of the five stages mentioned in the project plan.

Contact can be made via post, e-mail, phone or through the chat sessions and conference operating in the NHEC learning hub & (Group emails – for academic purposes only).

To those, majority of you who do not have any access to internet, there will be a system of communication for all of us. Perhaps- letter writing, news bulletin or any other methods. ***Back to the basics!***

## Project Plan

All students must prepare a project plan in consultation with a project mentor. The plan should be completed in the first two weeks of commencing project.

The research plan has five stages, which are the sequences that students normally undertake to finish their project.

<i>Project Stage</i>	<i>Student tasks</i>	<i>Timeline (approx minimum)</i>
<b>Stage 1</b> <b>Question Clarification</b> Topic Selection	<ul style="list-style-type: none"> <li>➤ Identify a topic &amp; question</li> <li>➤ Scan relevant literature concerning topic and research methodology</li> <li>➤ Seek information on question from wide range of sources</li> </ul>	2 weeks
<b>Stage 2</b> Research Proposal and ethics submissions	<ul style="list-style-type: none"> <li>➤ Prepare research proposal and human ethics application</li> <li>➤ Submit on appropriate forms</li> <li>➤ Identify theoretical framework from which to interpret and analyse the question</li> </ul>	1 months
<b>Stage 3</b> Fieldwork and data collection	<ul style="list-style-type: none"> <li>➤ Administer and conduct research as approved in research proposal</li> <li>➤ Collate and document data in retrievable form</li> </ul>	1½ months
<b>Stage 4</b> Data Analysis	<ul style="list-style-type: none"> <li>➤ Synthesis and analyse data on the basis of research question and theoretical framework</li> <li>➤ Set out template for reporting data</li> </ul>	1 months
<b>Stage 5</b> Writing Up/ presentation and Examination Stage	<ul style="list-style-type: none"> <li>➤ Write up or develop presentation in alternative form in agreement with project mentor.</li> <li>➤ Develop drafts</li> <li>➤ Finalise research project and submit in approved form</li> <li>➤ Respond to and make necessary amendments required by examiner/ supervisor</li> </ul>	1 months

## **Stage 1 Question Clarification.**

The key to success in a project is to identify a research question which is:

- interesting
- informative
- manageable
- achievable
- beneficial to your community/ school/ or career aspirations

Students need to be aware of dangers of selecting a topic where the scope is too large and they are unable to complete in the allocated time scale. Another problem might be selecting a topic where access to data and participants might be difficult or delayed and this might hold up the progress.

The best chances of success for students are normally around questions that students have an interest in and some existing background knowledge. It is also good if they have a sense of passion and commitment about the issues that will sustain students through times when they are uncertain and anxious about their progress.

This early stage can only be done after some comprehensive engagement with the literature surrounding the issues and will require time spent on accessing library resources.

The advice of the project mentor should be sought in developing a question.

## **Stage 2 Research Proposal and Ethics Submissions**

After the research question has been satisfactorily identified the student must prepare a Research Proposal and a Human Ethics statement. These documents must be approved before the research commences and may be lodged electronically.

It should be understood that the research proposal is an indication of the direction of which the research will take. The proposal is seen as a starting point and can be subject to amendment and change as the research process is conducted.

The development of a concise and brief research proposal is a good way for students to clarify what they are doing, how they are doing it and why.

## **1. Research proposal**

The research proposal asks students to consider and answer in brief terms several questions

➤ **What is the research about?**

This involves providing a brief summary in 250 words of the proposed research program. This summary should include some information regarding the location of the program, its scope and a clear description of the objectives of the research and the problem(s) to be investigated. In particular, state the research question(s) to be answered by the research program.

➤ **Why is this research important?**

This requires a description in no more than 250 words of why it is important to undertake this project, in terms of the field of study involved and anticipated benefits to the community. This section also asks the question about what is the potential of the program to produce knowledge for some broader applications?

➤ **How will the research be conducted?**

This section asks to outline briefly the methods of research in no more than 300 words and the proposed process for undertaking the program, including bibliographic, fieldwork and any other major components and how these relate to the research question(s). In this section any ethical issues related to your project should be foreshadowed and discussed. Details of the project plan should be included here.

## **2. Human Ethics Clearance**

This is designed to provide a protection for participants and to ensure that the highest ethical standards of research are maintained in research conducted by NHEC researchers. The required forms should be submitted with the research proposal before commencing the research project

If you are working with human subject in any aspect of your research to gain data you must submit these forms. There are three forms that are required to be completed.

### **1. Ethics Declaration**

This assesses the possible risks associated with the research and allocates a project classification which is

- No risk                      Level 1
- Minimal Risk              Level 2
- At Risk                      Level 3

The most crucial issues to consider are listed on the form and include amongst others:

- Involvement of children under 18
- Use of deception
- Vulnerability concerning a working relationship
- Risk of criminal or civil liabilities

If these issues arise in your proposal please consult your project mentor for guidance.

## **2. Research Project Involving Human Subjects: Consent Form**

The consent of participants is required in a written form detailing the conditions under which they are participating. This must be signed by the participant prior to or at the time of involvement. Students are required to submit the forms with the details of the

- Project participant
- Project title
- Names and contact details of the investigators
- Acknowledgment of the conditions under which the research is to be undertaken, data documented and retained and participants described.

The form also has contact details for the NHEC Human Research Ethics Team to enable participants to make further enquiries or lodge complaints.

## **3. Plain Language Statement**

This is a short ~ 150 word statement detailing in language, which concisely simply expresses without complex jargon and academic language details about:

- The project and its title
- Who the investigator(s) is/are and their contact details
- The scope of the project
- The involvement of the participants
- The voluntary nature of their involvement
- Freedom of participants to withdraw

The statement must be submitted on NHEC-Education Program letterhead and should include contact details for the NHEC Human Research Ethics Team to enable participants to make further enquiries or lodge complaints

## **Stage 3 Fieldwork and data collection**

This stage involves several key steps:

- ***Negotiating sites and participants.*** This is an important part of the research process and may require skilled and consistent negotiation to secure the confidence of participants and to develop the access to sites and people that might be required. There may be a range of gatekeepers that you may have to consult and convince of the importance of your research and your ability to do it.
- ***Cover Story*** One important aspect of this stage is to what Glesne and Peshkin in *Becoming Qualitative Researchers* (1992) call a good “cover story”. This is a story that is simple and concise which provides people who you encounter, or are trying to enlist with a summary, of who you are, and what your motivations as well as how you

propose to conduct the research. In Glesne and Peshkin (p 32) they refer to 12 points in their book which are very useful to bear in mind.

- **Being Organised** - Part of gaining acceptance and trust is presenting a professional impression with those you make contact with. This includes very rudimentary but crucially important practices such as
  - Providing participants with adequate information.
  - Answering their questions and enquiries frankly.
  - Having a cover story which is consistent, honest and plausible.
  - **Keeping appointments in a punctual and efficient manner.**
  - Ensuring that your equipment such as (tape recorders, video etc) are working and reliable.
  - Make sure you undertake to get transcripts and material back to participants if you undertake to do this in a timely manner.
  
- **Storing Information** Try to develop systems which enable you to store your data in easily retrievable systems. Good systems save time and minimise time wasted searching for material when you need it. Keep records of data in written forms and also computer based formats with back ups of all the data just in case something catastrophic happens to your computer. Set up filing systems with your literature and use programs such as end note to organise your citations. One of stepping stones to completion is setting up systems that can be used in the next stages of the research task.

## **Stage 4 Data Analysis**

This stage requires the researcher to organise the data obtained during the fieldwork into a format which focuses on the research question. One of the difficulties experienced by researchers is being unable to sort out the data they have into a form that enables them to synthesise and analyse it. While there are numerous computer-based programs to process figures and statistics, interview material and other forms of transcript data but often the researcher has not clarified what they are looking for and how to look for it

One simple technique that proves to be very useful is to develop a matrix, which has two axis.

- The horizontal axis where the separate data sources are listed
- The vertical axis identifies themes that are associated with the question.

See the figure below that has been adapted from Kemmis & Mc Taggart (1992) *The Action Research Handbook*, Deakin University

	<b>Data source</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
<b>Themes</b>					
<b>1</b>					
<b>2</b>					
<b>3</b>					
<b>4</b>					

The task for the researcher is to become familiar with the data and place the data in the respective box in the matrix. This will start the process of analysis and synthesis in a way which focuses on the prime research question. It is very important to keep this in mind when collating data.

## **Stage 5 Writing Up/Presentation and Examination Stage**

The following template is recommended for a standard research project and is meant as a guide for students. Students are encouraged to use different and more innovative models for their project/ dissertation but all dissertations should include some coverage of the various parts of this dissertation outline.

### **Title page**

This should have name of student and their qualification. It should include the qualification for which the dissertation is prepared and the faculty of the university. The date and the statement about the work being partial fulfillment for the qualification should be included.

### **Access statement**

In the event that there are restrictions on access owing to confidentiality requirements this is flagged here.

### **Declaration**

The declaration states that the dissertation of the work of the author and has not been used before and the work of other people is cited in the approved manner

### **Table of contents:**

This should identify chapters and subheadings and may be done with numeric prefix e.g (1.1, 1.2 etc)

### **Introduction**

The introduction should give the reader a clear idea of what the project covers. The introduction needs to:

- precisely state what the research question
- briefly introduce some of the issues
- provide a guide and a summary what is in each chapter.

### **Literature Review**

This chapter is generally allocated the function of the literature review where the project should engage relevant literature associated with the question. This section should:

- identify the key literature related to the topic
- establish a template or pattern from which the literature is interpreted
- establish the literature that the research will use to synthesis and explore the question

## **Research Methodology and Method**

This chapter should introduce and discuss the methodology and the methods of research that will be used. It should provide the reader with a clear view of the theoretical framework that the researcher has adopted and how the research was conducted. The discussion should clearly identify the selected research methodology and the reasons why this methodology was selected. The chapter should link clearly the research question, the methodology and the method, or how the research was conducted.

There are several questions you need to consider answering.

- What is the methodology?
- Why was it selected?
- How does this research relate to other similar research and what similarities does it have?

There are questions associated with the method of research that should be considered

- Where will the research be conducted?
- With whom will the research be conducted?
- How may and in what way will the research be conducted?
- What sort of techniques will be used? Will it be interviews, surveys, focus groups or literature reviews?

## **Data presentation**

This chapter should be a description of the data detailing clearly and systematically what was found. The information should be set out in a framework that would assist in the analysis and synthesis of the questions. It could include:

- Extracts from interviews
- Charts and statistical analysis of responses
- Documentary evidence including photographs and graphics
- Extracts from journal

The evidence should be presented in a fashion which allows the reader to understand what was found and what data was gathered. Some form of template in what data form various sources should be established here and that template must parallel issues that are related to the research question. The chapter should cite the data and place it in a form that is suitable for a more detailed analysis in the next chapter.

## **Data Analysis**

This section in the dissertation should revisit stage 4 of the research plan with the templates that have been established to analyse the data. The chapter should follow on from the data presentation selecting data for its ability to contribute to enlightening the reader on issues surrounding the research questions. This chapter should do the following:

- Revisit of the themes and questions of the research to set up the chapter
- Identify themes that will contribute to an understanding of the data

- A description of the analysis framework and methodology
- Citation of and discussion on the data

## **Conclusion and Recommendations**

The last chapter should bring all the elements of the argument together in a coherent and concise manner. The chief objective should be to enable the reader and examiner to gain some awareness of the answer to the key research questions. It should clearly identify the researchers position on the research question based on the evidence accumulated in the research process. This chapter should:

- Provide some discussion that reflects and explores issues arising from the literature and policy analysis
- Revisits empirical data from the research highlighting evidence which clarifies issues surrounding the research question
- Identifies dilemma, tensions and contradiction associated with the issues, evidence and research question.
- Relate the evidence to practice and make some suggestions and recommendations for improved practice
- Reflect on the research process and make observations on the methodology and methods used and provide guidance for future and further research

Some examples of high quality dissertations submitted by students in previous years are available for students to see what projects may involve.

## **References**

A list of all references cited should follow the main body of text. The bibliography should be in alphabetical order and in the recommended referencing style

## **Attachments and Appendices**

A section containing supplementary material that is considered necessary to interpret aspects of the main body of the work may be attached as appendices. Such material may be reports, lengthy correspondence, facsimiles, letters etc relating to the conduct of the research.

*This is only a guide; you can use any other format as suitable for your enquiry and research.*

# Time Frame 2004

*(Small-Scale Education research project, NHEC)*

<i>Topic</i>	<i>Mar</i>	<i>April</i>	<i>May</i>	<i>June</i>	<i>July</i>	<i>Aug.</i>	<i>Sept.</i>
IRMEC- Course Preparation	█	█					
Research Methods Course		█					
Selecting a topic		█					
Research Proposal Submission		█	█				
First Draft Submission		█	█	█	█		
Second Draft Submission					█		
Final Paper Submission						█	
Research seminar/ Presentation							█
Course and paper evaluation							█
Research Publication, Vol. No.1							█
FUTURE PLAN -					█	█	█

## Introductory Research Methods in Education Course

### စာတမ်း ရေးသားရန် ရည်ရွယ်ချက် အခြေခံ သင်တန်း

သင်တန်းသူ သား အရည်အချင်း

## SELECTION CRITERIA

**All the research candidates must meet the following selection criteria:**

- Initial diploma or a bachelor degree holder and a minimum Teaching experience of 3 years

**OR**

Those without a bachelor degree, minimum teaching/ educational administration/ management or training experience of 5 years

- Ability to study individually with minimum supervision
- Understanding of, and commitment to education, training and development
- Ability to analyze the teaching and learning environment locally for improvement and research need
- Good command of English and Burmese skills
- Active participation in the Course and future research works
- Commitment to submit practical research project proposal- every six months to NHEC- Research and Development Dept.
- Willingness to participate NHEC future plan in training and research
- Ability to Continue teaching and learning practices locally

***Candidates will be selected by NHEC's education program headed by Director of education.***

**National Health and Education Committee**

**Education Program**

**Research and Development**

*Introductory Research Methods in Education Course*

**အမျိုးသား ကျန်းမာရေး နှင့် ပညာရေး ကော်မတီ  
ပညာရေး အစီအစဉ်**

**ပညာရေး သုတေသန နှင်းစုံနှစ် အခြေခံ သင်တန်း။  
သုတေသနစာတမ်း လျှောက်လွှာ ပုံစံ**

**PROJECT PROPOSAL FORM**

NAME:.....

GENDER/ ETHNICITY.....

SCHOOL/ ORGANIZATION.....

DATE OF BIRTH.....

ADDRESS/ Mode of Contact: .....

.....POSTCODE:.....

TELEPHONE: (Office).....FAX: .....

(Mob.).....Email:.....

TITLE OF RESEARCH PROJECT: .....

.....

.....

SUPERVISOR: .....

<i>Office Use only:</i>	
<i>Approval By Director (Education)</i>	<i>Approved/ Not Approved</i>
<i>NHEC</i>	<i>Dated: _____</i>

PERSONAL STATEMENT:

Brief description of yourself in your professional environment:.....

.....

.....

Position: .....

Workplace:.....

Personal goals/objectives:.....

.....

**PROJECT DETAILS**

**Please attach and limit to 500 words each**

1. **Brief Description:** Provide a brief summary of the research program in language which is understandable to people outside the discipline area. Provide information regarding the location of the program, its scope and a clear description of the objectives of the research and the problem(s) to be investigated. In particular, state the research question(s) to be answered by the research program. Situate your project in relevant literature to your chosen topic. What is the potential of this research project to add knowledge of some useful application?
  
2. **Rationale for program:** Describe why it is important to undertake this program, in terms of the field of study involved and anticipated benefits to the community. What is the potential of the program to produce knowledge for some useful application?
  
3. **Methodology:** Describe the envisaged process for undertaking the program, including a list of references, fieldwork and any other major components and how these relate to the critical question(s). Address any ethical issues related to your project. Include details of the proposed program sequence and time schedule.

**OFFICE USE ONLY**

Date Received by Research Department: \_\_\_\_\_

Date Approved by Research Department: \_\_\_\_\_

**ETHICS DECLARATION** (သုတေသန ကျင့်ဝတ်)

**Title of research project:**

**Candidate**  
Name:  
  
Ethnicity/ Region:  
  
School/ Department/ Organization:  
Research project – Scope

- Small-scale(~3 000 words)
- Medium Scale
- NHEC Cert./ Dip. Ed course
- Other

Supervisor/s:

**A PROJECT CLASSIFICATION (to be endorsed by the NHEC - Human Research Ethics Sub-Committee) (See notes which follow.)**

- NA Not Applicable
- Level 1
- Level 2
- \*Level 3

\*If Level 3, a full ethics approval form must be completed and forwarded to the NHEC - Human Research Ethics Team (NHEC- HRET).

*Please contact Research and Development Department, Education Program NHEC for more information.*

**B. DETAILS OF PARTICIPANTS IN RESEARCH STUDY:**

Are the participants:

**Minors** (under 18)  **Adults**   
**Students**

(Primary, Secondary, Tertiary)

**It is essential to have parental/guardian consent where participants are under 18 years.**

**C. ETHICAL CONSIDERATIONS**

Please detail any other ethical issues which may be particularly associated with this research project.

	<b>Yes</b>	<b>No</b>
(a) Is deception to be used?	<input type="radio"/>	<input type="radio"/>
(b) Does the data collection process involve access to confidential participant data without their prior consent?	<input type="radio"/>	<input type="radio"/>
(c) Will subjects be tape-recorded, photographed, or videotaped?	<input type="radio"/>	<input type="radio"/>
(d) Will the participants be asked to divulge information which may cause them anxiety or embarrassment?	<input type="radio"/>	<input type="radio"/>
(e) Will participants be asked to commit any acts which might diminish self-esteem or cause them to experience psychological stress, anxiety, embarrassment or regret?	<input type="radio"/>	<input type="radio"/>
(f) Does the research involve any tasks, investigations or procedures which may be experienced by subjects as stressful?	<input type="radio"/>	<input type="radio"/>
(g) Are the participants in a “vulnerable” or dependent relationship with the investigator?	<input type="radio"/>	<input type="radio"/>
(h) Have you prepared and attached a plain language statement which informs participants that their participation is voluntary, that they may withdraw at any time without consequences, and informs participants of the purpose of the study and how the results will be used?	<input type="radio"/>	<input type="radio"/>
(i) Does your research place participants at risk of criminal or civil Liability?	<input type="radio"/>	<input type="radio"/>
(k) Have you prepared a written consent form that participants need to complete before commencement of your project?	<input type="radio"/>	<input type="radio"/>
(l) Are there in your opinion any other ethical issues involved in the research?	<input type="radio"/>	<input type="radio"/>

**Where you have ticked ‘YES’ to any of the above questions, please give details and state what action you intend to take to ensure that no difficulties arise for your subjects.**

**(Attach extra pages if more explanation is required)**

**D. CONFIDENTIALITY**

I hereby declare that the data will remain confidential, the identity of the participants will be protected, no other person apart from myself, my supervisor and a research auditor, if necessary, will have access to the data, and that the data will be kept in accordance with NHEC - research policy.

Signature of candidate: ..... Date:.....

Signature of supervisor/s: ..... Date:.....

**ADMINISTRATIVE USE ONLY**

**1.** NHEC Research Departmental approval given by:

Name: .....

Signature: .....

Date: .....

**2.** Registration of research project ethics approval sent to NHEC-R&D

Date: .....

**3.** NHEC – Education Program audited research project ethics approval:

Name: ..... (Ethics Team Leader)

Signature: .....

Date: .....



**NHEC**

**Education Program**

Research Methods Course

***RESEARCH PROJECT INVOLVING HUMAN SUBJECTS***

**Prescribed Consent Form For Persons Participating In Research Projects Involving Interviews, Questionnaires or Disclosure of Personal Information**

Name of Participant

---

Project Title:

---

---

Name of Researcher (s): 1 .....

2. ....

Contact Details:

---

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1. I consent to participate in the above project, the particulars of which - including details of interviews or questionnaires - have been explained to me and are appended hereto.
2. I authorise the investigator or his or her assistant to interview me or administer a questionnaire.
3. I acknowledge that:
  - (a) I have been informed that I am free to withdraw from the project at any time and to withdraw any unprocessed data previously supplied;
  - (b) The project is for the purpose of research and/or teaching and not for treatment.
  - (c) I have read and retained a copy of the explanatory letter, and agree to the general purpose, methods and demands of the study.
  - (d) The project may not be of direct benefit to me.

- (e) My involvement entails: (tick where appropriate/delete sections not applicable)
  - completing a questionnaire
  - completing an interview
  - other (please specify).
  - this involvement will take approximately     hours/minutes  
(specify the time commitment)
  - I give my permission to be audio taped       yes                     no
- (f) My anonymity is assured.
- (g) Confidentiality is assured. However, should information of a confidential nature need to be disclosed for moral, clinical or legal reasons, I will be given an opportunity to negotiate the terms of this disclosure.
- (h) The security of the data obtained is assured following completion of the study.
- (i) The research data collected during the study may be published, and a report of the project outcomes will be provided to .....  
[specify, if relevant]. **Any data which may identify me will not be used.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
*(Participant)*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
*(Witness to signature)*

**Where participant is under 18 years of age:**

I consent to the participation of \_\_\_\_\_ in the above project.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
*(Signature of parent or guardian)*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
*(Witness to signature)*

*Participants should be given a photocopy of this consent form after it has been signed.*

<p><b>Any complaints about your participation in this project may be directed to the team leader, Human Research Ethics Team – Education Program- NHEC. Contact: PO Box 178 CMU Chiang Mai 50202 Thailand. The telephone number is (053 406 187), Fax – 053 357 083.</b></p>
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## Education Areas and Topics for research projects

### ပညာရေး သုတေသန၏ အကျယ်အဝန်း

Education research is very broad in scope and includes a great many topics (*perhaps, everything you can imagine*). The research areas are generally classified into groups and the problems are usually addressed within the educational contexts. There are also many different kinds of educational researches. Here the major areas of research in education are presented.

ပညာရေးသုတေသန၏ အဓိကနယ်ပယ်ကြီးများ

(က) ကျောင်း၊ စာသင်ခန်းများဖြင့် ပုံစံချမှတ်လေ့ကျင့်သင်ကြားပေးနေသော ကျောင်းသင် ပညာရေးနယ်ပယ်၌ -

#### Formal Education

- သင်ယူမှု၊ သင်ကြားမှုဆိုင်ရာ နည်းများ

#### Teaching and Learning Methods

- သင်ရိုးညွှန်းတမ်း နှင့် သင်ရိုးမာတိကာများ

#### Curriculum and Contents

- ပညာရေး စီမံခန့်ခွဲမှု

#### Educational Management

- ပညာရေးလုပ်ငန်းများ စစ်ဆေးကြီးကြပ်မှု

#### Auditing/ Monitoring

- ပညာရည် စစ်ဆေးတိုင်းတာမှုနှင့် အကဲဖြတ်မှု

#### Monitoring Progress and assessment

- စည်းကမ်း၊ စာရိတ္တနှင့် ပင်ကိုယ်ရည် ပျိုးထောင်ရေး

#### Discipline/ Morality and Personality

- ကာယပညာရေး နှင့် အားကစားဖွံ့ဖြိုးရေး

#### Physical Education and Sports

- ရသ ပညာရေး

#### Education and literature catering to aesthetics enjoyment

- ဆရာအတတ်သင်ပညာရေး  
Teacher education
- သင်ပြမှု၊ သင်ယူမှု အထောက်အကူများတီထွင် အသုံးပြုရေး  
Designing and production of Teaching and Learning Aid materials
- ရုပ်မြင်သံကြားပညာရေး  
Multi-media education
- အသက်မွေးဝမ်းကျောင်းပညာရေး  
Vocational Education and Training
- နိုင်ငံခြားဘာသာသင်ကြားမှု၊ သင်ယူမှု  
Teaching and Learning foreign languages
- ကျောင်းသုံးစာအုပ်၊ လမ်းညွှန်များ ပြုစုထုတ်လုပ်အသုံးပြုရေး  
Writing and Publication of Textbooks, Manuals, and Guidebooks
- ပညာရေး ကူညီလမ်းညွှန်မှုလုပ်ငန်း  
Educational assistances and guidance
- ပညာရေးလက်တွေ့ဖွံ့ဖြိုးမှုလုပ်ငန်း  
Practical development

(ခ) ကျောင်း၊ စာသင်ခန်းစသည့် ပုံစံချ ဖွဲ့စည်းထားသော ပညာပေးရေး ဌာနများမှ လွဲ၍ ပညာရေးလုပ်ငန်း လုပ်ဆောင်မှုအားလုံးပါဝင်သည့် ကျောင်းပြင်ပ ပညာရေး နယ်ပယ်၌ -

### **Non-Formal Education**

- သက်ကြီးစာတတ်မြောက်ရေး  
Adult literacy and learning
- ကျေးလက်ဖွံ့ဖြိုးရေး (လူမှုရေး၊ ကျန်းမာရေး၊ စီးပွားရေး) တို့နှင့် ဆက်စပ်၍ အသိပညာဖွံ့ဖြိုးတိုးတက်ရေး  
Rural development (educational development in term of social, health, economy)
- အလုပ်သင်ပညာရေး  
Apprenticeship/ internship
- စာပေးစာယူသင်တန်းဆိုင်ရာ ပညာရေး  
Distance Learning/ correspondence courses

- ပညာပေး ရုပ်မြင်သံကြား ပညာရေး  
Education programs for television and radio
- ပညာပေး စာစောင်များနှင့် စာတမ်းများပြုစုထုတ်ဝေရေး  
Publication of research papers, bulletins and magazines
- ဘဝတစ်သက်တာကျောင်းပြင်ပ စဉ်ဆက်ပညာရေးလုပ်ငန်းများ  
Life long and continuous learning

(ဂ) နိုင်ငံ၊ ပြည်နယ် နှင့် ဒေသ ၏ ပညာရေး လုပ်ငန်းအားလုံး နှင့် ဆက်နွယ်ပြီးခြုံငုံဆောင်ရွက်ရသော အထွေအထွေ ပညာရေး နယ်ပယ်၌ -

- ပညာရေးတွေးခေါ်မြော်မြင်မှု ဖွံ့ဖြိုးတိုးတက်ရေး  
Development on Thinking in Education
- ပညာရေး သမိုင်းပြုစုမှု  
Historical studies on education (History of Education)
- ပညာရေး စိတ်ပညာဖွံ့ဖြိုးမှု  
Development of educational psychology
- ပညာရေးစာရင်းအင်းနှင့် စီမံကိန်းရေးဆွဲမှုလုပ်ငန်း  
Strategic Planning in Education
- ဖွံ့ဖြိုးရေးအတွက် ပညာရေးဆန်းသစ်တီထွင်မှု  
Invention and designing new education programs
- ပညာရေး နည်းပညာများ စူးစမ်းဖော်ထုတ်အသုံးပြုရေး  
Enquiry and utilizing of educational methods and technologies
- ပညာရေး၊ ပညာပေး သတင်းဖြန့်ချိမှု  
Information and communication on Education
- အသိပညာ၊ နည်းပညာဖလှယ်ရေး  
Exchange of knowledge and technology
- မတူညီ၊ ကွဲပြားခြားနားချက်များ နှင့် အသွေးအရောင်စုံ ယဉ်ကျေးမှု ပညာရေး  
Diversity and Multicultural Education (DME)

- နိုင်ငံတော်၊ ပြည်နယ်၊ တိုင်း နှင့် အထူးဒေသ အစိုးရတို့၏ ပညာရေး မူဝါဒ ကို လေ့လာဆန်းစစ်မှု  
Educational Policy analysis of the national/ state or regional governments
  
- ပညာရေး တန်းတူအခွင့်အရေး နှင့် ဖေးမကူညီမှု  
Educational equality and equity issues
  
- အသွေးအရောင်စုံ ယဉ်ကျေးမှု သင်ရိုးညွှန်းတမ်း စီစဉ် ရေးဆွဲမှု  
Development of Diversity and multicultural curriculum
  
- ကလေးသူငယ်တို့၏ ပညာရေး အထူးလိုအပ်ချက်များ  
Special Educational Needs
  
- ဒီမိုကရေစီ နှင့် လူ့အခွင့်အရေး ပညာရေးဆိုင်ရာ ထည့်သွင်းစဉ်းစားမှု  
Democracy and Human Rights education
  
- ကျား၊မ သဘာဝ နှင့် ပညာရေး၊ အမျိုးသမီးများ နှင့် ပညာရေး  
Gender issues in Education/ Women and Education
  
- လူမှု အသိုင်းအဝန်း ပတ်ဝန်းကျင် ရေးရာ နှင့် နိုင်ငံသား ပညာရေး  
Civics and Citizenship education

စသည့် နယ်ပယ်ခွဲများ ပါဝင်သည်။ \*

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\* Ref: (1) ပညာရေး သုတေသန ပြုလုပ်နည်း။ မြန်မာနိုင်ငံ ဝိဇ္ဇာနှင့် သိပ္ပံပညာရှင်များ အဖွဲ့။ ၂၀၀၁ ခုနှစ်၊ ရန်ကုန်။  
(2) Naing, Thein (2003) *Recongizing Diversity and Leading for Change: Multicultural Education in Burma*, an M.Ed research project, RMIT University, Melbourne.

သတိပြုရန်၊

## A Final Word



**Your enquiry could be a sub-topic or a very small part of a topic from the above listed areas. *Narrow down your topic and research.***

**For our current course, you are only required to submit a mini-research paper, which is (~ 3 000 words). Your topic should be something you have an interest, certain level of expertise, and your community need, within time frame and manageability.**

ဤ ပညာရေး သုတေသန နည်းစံနစ် အခြေခံသင်တန်းတွင် ၆-လ အတွင်း သင်တန်းတွင်း လေ့လာ ဆွေးနွေးခြင်း၊ အချက်အလက် စုဆောင်းရှာဖွေ လေ့လာခြင်း၊ လေ့လာတွေ့ရှိထားသော အချက်အလက်များကို ပညာရေး ရှုထောင့် မှ သုံးသပ်ဆွေးနွေးခြင်း၊ အကြံပြုတင်ပြခြင်း တို့ ပါဝင်သော ပညာရေး သုတေသန စာတမ်းငယ် တစ်စောင်ကို တင်သွင်းခြင်း၊ စာတမ်း စာမူများ တည်းဖြတ်ခြင်း၊ သုတေသနစာတမ်း ဆွေးနွေးဖတ်ကြားခြင်း နှင့် ပုံနှိပ်ထုတ်ဝေခြင်းတို့ဖြင့် ပထမ အသုတ်ကို အဆုံးသတ်ရန် ဖြစ်သည်။ ဆက်လက်၍ ပညာရေးသုတေသနလုပ်ငန်းကို ဒေသအသီးသီး၌ ကျယ်ပြန့်စွာ ဆက်လက် လုပ်ဆောင်သွားနိုင် **NHEC- Education Program** မှ ရည်မှန်းထားပါသည်။

ကျယ်ပြန့်သော ပညာရေး နယ်ပယ်များမှ ကဏ္ဍတစ်ခု၏ အစိတ်အပိုင်းငယ်လေးတစ်ခုကို အဓိက (အဦးအစနေဖြင့် သုတေသနနည်းလမ်းကျနစွာ) အားပြု လေ့လာရန် ဖြစ်သည်။ မိမိ ဝါသနာ၊ ကျွမ်းကျင်မှုနယ်ပယ်၊ နယ်မြေ (လူထု) လိုအပ်ချက် နှင့် မိမိ၏ စိတ်ပါဝင်စားမှု၊ ရသည့် အချိန်အတိုင်းအတာ နှင့် စီမံနိုင်မှု တို့ အပေါ်တွင် မူတည်၍ သုတေသန ခေါင်းစဉ်ကို (အထပ်ထပ်စဉ်းစားပြီး) ရွေးချယ် ရန် လွန်စွာ အရေးကြီးသည်။

ဆရာ၊ ဆရာမ တို့အားလုံး ကံကောင်း အောင်မြင်ပါစေ။ **Good Luck.**

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