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| | Research Protocol |

Instructions for Researchers on Using This Template (Please remove this text box.)

This template is a comprehensive guide for preparing a research proposal in the humanities and social sciences. Please use this template as a guide to prepare your research proposal, adapting its contents to suit your specific research project.

When preparing a research proposal in the humanities and social sciences, please ensure that all sections are completed with sufficient detail.

- Text in black font is mandatory and must be retained.
- Text in red font must be completed by the researcher to reflect the specific characteristics of their research project.
- Text in blue font [including related red text] may be deleted by the researcher if it is not relevant to their research project.

Once the document is complete, change all text to black.

☐ Thesis Proposal/ Independent Study Proposal ☐ Research Proposal

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**Principal Investigator**

**Name**: (Mr. / Mrs. / Ms.)..... Last Name .....

**Occupation / Position**: ☐ Lecturer ☐ Student (ID) .....

☐ Other (Please specify).....

**Affiliation: Faculty / College**: .....

**Address**: .....

**Telephone Number**: .....

**Email**: .....

**Co-Investigators** (List the names of all co-investigators, if applicable)

**Name:** (Mr. / Mrs. / Ms.) ..... Last Name .....

**Occupation / Position**: ☐ Lecturer ☐ Student (ID) .....

☐ Other (Please specify).....

**Affiliation: Faculty / College**: .....

**Address**: .....

**Telephone Number**: .....

**Email**: .....

**Research Funding Support:** ☐ Funded by [Specify the name of the funding source]

☐ Not Funded / No Research Funding

**Research Project Title**.....

1. **Background and Rationale**

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2. Research Questions

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3. Research Objectives

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4. Research Hypothesis

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5. Literature Review

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6. Conceptual Research Framework

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7. Scope of the Research

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7.1 Scope of Content (Clearly specify the independent and dependent variables)

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7.2 Scope of Population and Sample

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7.3 Scope of Location (Specify the study area)

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7.4 Scope of Time (Specify the research implementation period)

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8. Operational Definition

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9. Research Methodology

9.1 Research Design

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**9.2 Population and Sample**

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**9.3 Sampling Method**

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**9.4 Sample Size Calculation**

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**9.5 Inclusion and Exclusion Criteria**

**9.5.1 Inclusion Criteria**

9.5.1.1 .....

9.5.1.2 .....

9.5.1.3 .....

**9.5.2 Exclusion Criteria** (Exclusion criteria refer to conditions under which individuals who have already been selected to participate in the research study must subsequently be excluded. If none apply, please state "None.")

9.5.2.1 .....

9.5.2.2 .....

9.5.2.3 .....

**9.6 Withdrawal/ Discontinuation criteria**

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**9.7 Termination criteria** (If none apply, please state "None.")

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**9.8 Participants Recruitment Process**(Specify the details of the methods used to contact and access potential research participants.)

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**9.9 Research Methods/ Research Process**

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**9.10 Research tools and Validity/reliability**

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**9.11 Outcome Measurement**

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**10. data collection**

(Specify the data collection methods, duration, and number of appointments with research participants (Duration and Number of Appointments). For example, if data are collected through a one-time questionnaire, specify the time required to complete the questionnaire and whether it will be administered online or offline.)

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**10.1 Questionnaire** (If none apply, please state “None.”)

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**10.2 Interview** (If none apply, please state "None.")

(Face-to-face Interviews, Focus Group Discussions, and In-depth Interviews)

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10.2.1 Audio Recording

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10.2.2 Video Recording

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10.2.3 Other

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### 10.3 Case Record/ Report Form (CRF) (If none apply, please state "None.")

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## 11. Data Analysis/ Statistics

### 11.1 Quantitative

1) Descriptive Statistics

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2) Inferential Statistics

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### 11.2 Qualitative

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**Ethical Consideration**

**1. Ethical Principles for Human Research (Ethical Principles) or Belmont Report**

**- Respect for Person**

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**- Beneficence**

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**- Justice**

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**2. Human Subjects Protection**

- Conflict of Interest (COI) / Potential Conflict Between Personal Interests and the Public Interest (Specify a statement demonstrating that the researcher and co-investigators will not engage in any research-related activities for personal gain.)

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- Conflict of Interest Management (Specify the procedures or measures used to prevent and manage situations that may give rise to personal conflicts of interest.) For example, clearly disclose the source of research funding in the final research report and all documents submitted for publication in academic journals. Establish a prior written agreement (Memorandum of Understanding: MOU) specifying that the funding source has no authority to interfere with the research methodology, cannot prevent the publication of research findings even when the results are unfavorable to its business interests, and cannot alter experimental results, data analysis, or research conclusions. Alternatively, assign these responsibilities to an independent individual who has no conflict of interest.

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- Consent Process (Specify the procedures and timing for obtaining informed consent, the location where consent will be obtained, and the person responsible for providing information and obtaining consent.)

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- Volunteer Recruitment (Specify a statement demonstrating that there will be no coercion or undue inducement to participate in the research project.)

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- Privacy and Confidentiality (Specify the location where the data will be stored and the individuals authorized to access the data.)

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- Potential Physical, Psychological, Social, Economic, and Belief-Related Risks Associated with Participation in the Research Project. (Specify the types of potential risks, including measures for risk prevention and management.)

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- Consideration is given to the physical and psychological well-being of research participants. (Specify a statement demonstrating that consideration has been given to the physical and psychological well-being of research participants.)

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- Compensation for Time / Tokens of Appreciation / Travel Expenses / Reimbursement of Actual Expenses (Specify the method of providing compensation and provide details, such as the type of token of appreciation and its monetary value.)

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- Medical Treatment or Compensation in the Event of Harm or Injury Resulting from Participation in the Research Project.

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- Personal Data Management and Data Destruction Period / Specimens Personally Identifiable Information After Completion of the Research Study (Specify how the data will be managed, how many years the data will be retained, and within how many years the data will be destroyed.)

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- Role of the Community (If applicable)

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- Specify details of community involvement (Community Engagement Plan) for Participatory Action Research (PAR)

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**Expected Benefits**

(Specify the direct benefits to research participants, the benefits to the research community, and the benefits to society.)

Direct Benefits to Research Participants (If none, specify any indirect benefits.)

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Benefits to the Research Community (If none, please state “None.”)

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Benefits to Society (If none, please state “None.”)

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**References** (Specify only those that are relevant.)

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Principal Investigator’s Signature.....

(.....)

Date...../...../.....

This research project has been approved by the academic advisor / supervisor / dean / director.

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(.....) Academic

Advisor / Supervisor / Dean / Director

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Date ...../...../.....