

MANUAL
RESEARCH PROJECT SECONDARY TEACHER
EDUCATION
B.Ed 4 YEAR
Code No: 8657



DEPARTMENT OF SECONDARY TEACHER EDUCATION
FACULTY OF EDUCATION
ALLAMA IQBAL OPEN UNIVERSITY ISLAMABAD

Research Project Evaluation Performa

Sr.No.	Sections	Marks	Obtained
1.	Why did you select this topic? Describe the variables in your topic. Also identify constructs and sub-constructs of these variables of research problem	10	
2.	Operationalize the variables/terms	05	
3.	What were your discussions with your supervisor regarding this problem?	05	
4.	Review the literature and identify the gap regarding the problem under your consideration	10	
5.	What were the objectives/ purpose of the study according to the nature of your research problem?	05	
6.	What research questions/ hypotheses did you formulate to achieve the above stated objectives/purpose of the study?	05	
7.	Who were the participants in your study?	05	
8.	Discuss the sample and sampling technique.	05	
9.	What were the data collection tool(s)/instrument(s)? How did you develop this tool(s)? Report reliability of each tool/instrument.	10	
10.	Describe the step-wise methodology, procedure of treatment/intervention and data collection.	10	
11.	Give analyses according to the stated objectives, research questions/hypotheses.	10	
12.	What were the findings and conclusions of your study? Give recommendations on their basis?	10	
13.	Summary of the research project.	05	
14.	Give reference to all citations in your research project.(follow APA Manual-6 th Edition)	05	
	Total	100	
	Comments (if any):		

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Name:

Roll Number:

Registration Number:

Region:

Semester:

Theme:

Topic:

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Department of Secondary Teacher Education
FACULTY OF EDUCATION
ALLAMA IQBAL OPEN UNIVERSITY ISLAMABAD

DECLARATION

(To be filled and signed by the student and retained by the controller of Examinations)

I----- Daughter/Son of: -----

Roll Number: -----Registration No: -----

is student of B.Ed Program(4 Year) Specialization in Secondary Teacher Education, do hereby
declare that the research project entitled-----

Submitted by me in partial fulfillment of B.Ed 4 Year program is my original work and has not
been submitted or published earlier. I solemnly declare that it shall not, in future, be submitted
for obtaining any other degree from this or any other University or Institution.

I also understand the plagiarism policy of AIOU and HEC and if any work is found to be
plagiarized or copied from someone other(s) work at any stage, even after award of the degree,
the work may be cancelled and the degree be confiscated.

Signature of the student

Date: -----

Name of the student

COURSE TEAM

Chairperson: Dr. Naveed Sultana

Course Development Coordinator: Dr. Sidra Rizwan

Lecturer, Secondary Teacher Education Department

Members:

1. Dr. Munazza Ambreen
Assistant Professor
Secondary Teacher Education Department
2. Dr. Sidra Rizwan
Lecturer
Secondary Teacher Education Department
3. Dr. M.Zafar Iqbal Mir
Lecturer
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4. Ms.Tooba Saleem
Lecturer
Secondary Teacher Education Department

Reviewers:

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Composing:

Content List

1. Need and Importance of the Course-----
2. Course Description-----
3. Purpose of the Research Project-----
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5. Course Structure-----
6. Teaching Learning Methodology-----
7. Important Questions -----
8. Evaluation of the Research Project Report-----

1. Need and Importance of this Course

Educational research is a systematic attempt to get a better understanding of the educational process, with a view to improve its efficiency and quality. Educational research is an application of scientific method which involves study of educational problems. The spread of educational research is quite broad - philosophy of teaching, educational psychology, pedagogy, policy, assessment, teaching strategies, classroom management and organization, development are some of the important areas of research in Secondary Teacher Education.

In the present scenario the role of a secondary school teacher as a researcher has been accredited. Education is considered as a science with a distinct body of knowledge. Education development is dependent upon creation of new knowledge, so there is a need to explore new dimensions of knowledge to bring about improvement in the field of education. The acquisition of scientific knowledge requires innovative ways of teaching, learning, assessment, evaluation and others. In the field of education with every passing day new problems, issues and trends are emerging. Now is the time to resolve these issues and solve the problems of education through empirical research. This is the era of knowledge explosion and with it the concepts of education are changing which demand scientific research. The past two decades have experienced great changes as a result of rapid scientific and technological development. Education has to play a pivotal role in the smooth acceptance of change by the masses. The process of rapid change is accompanied by problems which are evident in the area of teacher education. This research project is a hands-on practice for students to apply scientific method and solve educational problems.

2. Course Description

The purpose of research project Code (8657) is to engage prospective teachers who are enrolled in B.Ed 4 year program in the research process. Research project helps them to understand a particular problem or phenomenon along with strengthening their comprehension of the research process. They get the first-hand knowledge about:

- (a) how the steps of research process are interlinked,
- (b) developing an understanding and appreciation of how knowledge evolves, and
- (c) contributing to the existing body of knowledge.

It is common perception that the teacher education in Pakistan lacks practical research work and more focus is on theoretical knowledge. No doubt, theoretical knowledge should be linked with classroom practices to make the teacher education programs more effective. The role of teacher as a researcher is being accentuated for finding the solution to daily problems. The Higher Education Commission of Pakistan suggested some radical changes in the teacher education programs. To incorporate the suggestions of the HEC, Allama Iqbal Open University has decided to equip its prospective teachers with skills based practical work under the supervision of experienced and highly qualified teachers. Research project is one of such offerings to the students which will provide them some basic skills for being an effective teacher. It is designed to provide them with critical approach, scientific attitude and reflective thinking. In the previous semesters, the students were offered 'Educational Research & Statistics', and 'Teaching Practice'. The experiences from these courses will help the students to build the narrative and complete the research project. Keeping in view the importance of research in the professional life of teachers, universities of developed countries have made research an imperative part of teacher education programs. To set higher quality of pre-service teacher education in Pakistan, Allama Iqbal Open University has also made it mandatory for B.Ed students to conduct a research and write a report.

We have already learnt that research is a way of solving educational problems by adopting scientific method. It provides prompt solutions which are valid and reliable. Basically research is conducted to identify the problems related to the field of secondary education. Nowadays adolescents are mostly enrolled in secondary classes; the nature of problems is diverse at this stage. So, to be skilled in conducting research is important for becoming an effective teacher.

3. Purpose of the Research Project

Purpose of the research project is to engage prospective teachers in research by following all steps of scientific research and making them able to develop a research report.

4. Course Learning Outcomes

Prospective teachers will be able to:

- identify the importance of scientific research.

- identify educational problems related to the teaching and learning process at secondary level.
- describe the variables involved in the research.
- develop scientific plan to solve the problem.
- review the related literature to know how others solved similar problem.
- review the literature to find the gap for the problem under study.
- identify the research methodology according to the nature of the study.
- develop research instrument(s) i.e. questionnaire, observation, interview etc.
- administer the research instruments to gather data.
- analyze the obtained data qualitatively or quantitatively.
- draw conclusions based on the analysis of data.
- write summary of the research procedure.
- develop a research report according to APA style.
- format the research report according to guidelines of APA manual.

5. Course Structure

This course is compulsory component of B.Ed 4year Specialization in Secondary Teacher Education. This course comprises three credit hours. This course is of practical nature based on field work. Following components will determine the structure of research project code 8657 B.Ed 4Year.

- Three credit hour course.
- Five days compulsory workshop.
- Eighty percent attendance is compulsory to enter into research work.
- Approval of research topic.
- Development of research proposal during the workshop.
- Prospective-teachers (students) must bring their topics for research on the first day of the workshop.
- Nine meetings with supervisor. Meetings place and time will be determined by mutual coordination of students and supervisor.
- Regional offices will appoint coordinators/ supervisors for the workshop and coordinator will submit the list of supervisors to the respective regional offices.
- A supervisor will supervise only 25 students at a time. But faculty members may supervise up to 50 students at a time.
- Research manual will be evaluated on the basis of quality of work and marks will be awarded according to the marking scheme/ marks mentioned in each section of the manual.
- Marks out of 100 will be awarded on the basis of set criteria.

- APA style must be followed, zero percent plagiarism is allowed and 19% similarity is allowed. (Please sign declaration form before submission of the complete research project report)
- All research work must be written on the spaces provided in this manual.
- Research report will be written only in English language. Language other than English will not be accepted.
- Coordinator will collect all the manuals on the specified date and submit along with meetings attendance sheet to the respective regional directorate.
- Research projects will not be evaluated by the same supervisors. For each semester list of evaluators will be approved by the Chairperson Secondary Teacher Education and only approved evaluators will evaluate the research manuals.
- Resource persons or Coordinators may supervise the students. The coordinators'/ resource persons' qualification should be the same as that of the supervisor.
- Workshop or project work may be monitored by the department of Secondary Teacher Education, Allama Iqbal Open University.
- The student who will attend the workshop and will not submit the research project manual within time will be considered as reappear case. He/she will have to attend the workshop and complete all the components again. For this student will have to be in contact with the respective regional office. The University will not inform him/her for completing the components. A student will have two consecutive chances for the completion of research project. In case of reappear full fee will be due as per rates of the University.
- Regional directors are required to send all manuals along with attendance sheets to the Directorate of Regional services or directly to the Chairperson Secondary Teacher Education Department or Programme Coordinator Secondary Teacher Education Department.
- In case of any discrepancy regional directorate, coordinators, supervisors or students will contact the Programme Coordinator.
- All prospective teachers (students) will have to identify a theme for research in their area of interest before attending the workshop.

Who can supervise, coordinate or teach?

The prospective-teachers will complete the research project under the guidance of a supervisor. Supervisor may be persons who are coordinating the workshop, or acting as resource person. It will be mandatory that the supervisor has at least MS/M.Phil degree in Education. Supervisor must have thesis in their professional degree. In case of non-availability of supervisor with required qualification the regional director/coordinator will contact the Chairperson Secondary Teacher Education department for special approval.

6. **Teaching –Learning Methodology**

The research project is different than development of lesson plan and teaching practice. The research project is an activity based course with a focus on development of research skills. Mostly scientific research develops skills like identification of problem, posing questions, gathering data, interpretation of data, reflecting on the data, interpretation and decision making for suggesting the solution of the problem. Teaching –learning methodology includes; workshop, field work, meetings with supervisors and evaluation process.

5-days workshop

- A 5-days compulsory workshop will be held to share the concept and procedures of research with the students. The students who will fail to attend the workshop will be considered disqualified for further research work.
- There will be five sessions for each day.
- The class size will not exceed 75.
- As per the purpose of this course one coordinator and two resource persons having required qualification should be involved in the workshop and supervise the students.
- Students will work with these persons to decide the research topic and further conduct the research and complete the project under the supervision of their assigned supervisor.

Selection of the Topic

The students will be given the liberty to choose any area of their interest from the field of education preferably secondary education. The topics will be decided in consultation with the coordinator and resource persons during the workshop.

SCHEDULE OF WORKSHOP 8657

	Sessions	Title	Timing
Day 1	Session 1	Identifying Research Problem	2.00 pm to 3.00pm
	Session 2	Description of variables and Operationalizing the terms	3.00 pm to 4.00 pm
	Session 3	Background and rationale of the study	4.00 pm to 4.45 pm
	Session 4	Formulation of Objectives	5.15 pm to 6.00 pm
	Session 5	Group Activities	6.00 pm to 7.00 pm
Day 2	Session 1	Hypotheses/ Research questions	2.00 pm to 3.00pm
	Session 2	Review of related literature	3.00 pm to 4.00 pm
	Session 3	Sources of locating related literature, citing it and using APA manual.	4.00 pm to 4.45 pm
	Session 4	Research Methodology Qualitative & Quantitative	5.15 pm to 6.00 pm
	Session 5	Discussion on Individual work	6.00 pm to 7.00 pm
Day 3	Session 1	Population & Sample selection techniques	2.00 pm to 3.00pm
	Session 2	Instruments of data collection	3.00 pm to 4.00 pm
	Session 3	Procedure of intervention and data collection tools and techniques.	4.00 pm to 4.45 pm
	Session 4	Data Analysis (Statistical data Analysis)	5.15 pm to 6.00 pm
	Session 5	Group Activities	6.00 pm to 7.00 pm
Day 4	Session 1	Introduction on writing summary, results, discussions and recommendations	2.00 pm to 3.00pm
	Session 2	Research proposal/synopsis & its Components	3.00 pm to 4.00 pm
	Session 3	Finalization of Topics	4.00 pm to 4.45 pm
	Session 4	Finalization of Topics	5.15 pm to 6.00 pm
	Session 5	Finalization of Topics	6.00 pm to 7.00 pm
Day 5	Session 1	Presentations of the students/Corrections by resource person/ supervisors	2.00 pm to 3.00pm
	Session 2	Presentations of the students/Corrections by resource person/ supervisors	3.00 pm to 4.00 pm
	Session 3	Presentations of the students/Corrections by resource	4.00 pm to 4.45 pm

		person/ supervisors	
	Session 4	Presentations of the students/Corrections by resource person/ supervisors	5.15 pm to 6.00 pm
	Session 5	Presentations of the students/Corrections by resource person/ supervisors	6.00 pm to 7.00 pm

Note: Break: 4.45 pm to 5.15 pm

7. **Prospective –Teachers (Students) may ask questions to coordinator/supervisor.**

- How to identify research problem and state research problem?
- What sort of research ethics should be observed?
- Can we write research report in any other language?
- How much time is required to submit the research project report?
- What is difference between quantitative and qualitative research?
- Why it is important to conduct research?
- How to select the population and sample for research?
- How to cite and give reference of the text?
- What is rationale of the study?
- How to do review of literature?
- How to write objectives and research questions for the study?
- What is data and how is it collected?
- What are the requirements for development and use of data instrument/tools?
- How to write findings and conclusions?

8. **Evaluation of the Research Project Report**

Research Project is a practical course. Prospective-Teachers (Students) will be required to conduct empirical research under the guidance of a supervisor. There are no assignments for this course. All students will identify the study area of their interest from the field of secondary education and bring the topic (Students can bring more than one topic) to the workshop for final approval by the supervisor. At completion of the project, the manual will be submitted to the concerned regional office (through coordinator) of Allama Iqbal Open University. Prospective-Teachers (Students) will essentially sign the declaration form and project submission approval form. The manual will not be accepted without the signatures of the student, supervisor and Regional Director.

The concerned regional office will ensure that the said student has 80% attendance. If a student has less than 80% attendance then the manual should not be submitted. Late submissions must not be accepted at all. All regions will prepare an award list of students and submit to the department of Secondary Teacher Education, Faculty of Education, AIOU. Final date of submission will be decided and communicated by the DRS to the regional offices.

The project manual will be evaluated against total number of 100 the distribution of marks is provided against each part. The responses will be scored on the basis of accuracy, relevance, quality and language of the report.

TOPIC APPROVAL FORM

(Note: This form must be filled and signed on the last day of the three days workshop)

Student Name: -----

Roll Number: -----

Registration Number: -----

Programme: -----

Supervisor Name: -----

Topic of research Project: -----

Workshop Coordinator Signature: -----

(Name)

Resource Person-I Signature: -----

(Name)

Resource Person-II Signature: -----

(Name)

Date of Approval of Topic: -----

Research Project Submission Approval form

(This form must be filled by the Prospective-Teacher (student); and signed by the supervisor and respective regional director)

This research project entitled -----

submitted by (student name) -----

Roll No. ----- Registration No. -----

Program B.Ed. (4 Year) Secondary Teacher Education was conducted under my supervision. I have read it and found it to be satisfactory regarding its originality, content, language, relevancy, consistency, citation and reference list. It is ready for submission for evaluation to Allama Iqbal Open University as a partial fulfillment of B.Ed (4 Year) Specialization in Secondary Teacher Education Program.

(Signature of the Supervisor)

Date: _____

(Day-Month-Year)

(Name of the Supervisor)

It is certified that the student has completed at least 80% attendance and all the required components of the workshop.

(Signature of the Regional Director)

Topic: -----

1. Why did you select this topic? Describe the variables in your topic. Also identify constructs and sub-constructs of these variables of research problem. (10)

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2. Operationalize the variables/terms (05)

(What were the key terms in your topic or study? What did you mean by these terms? What particular meanings you will attach to these term when used in this research project)

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4. Review the literature and identify the gap regarding the problem under your consideration (consult books, articles or websites). (10)

(Explore books and online resources to find what and how much work has been already been done regarding this problem. Use APA style for citation and referencing)

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6. What research questions/ hypotheses did you formulate to achieve the above stated objectives/purpose of the study? (05)

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7. Who were the participants in your study?

(05)

8. Discuss the sample and sampling technique.

(05)

9. What were the data collection tool(s)/instrument(s)? How did you develop this tool(s)? Report the reliability of each tool/instrument. (10)

(For example; test, interview, observations, rating scale, student work or any other. Provide tool/instrument)

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10. Describe the step-wise methodology and data collection procedure.

(10)

(For Experimental study details of intervention/treatment should be reported)

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11. Give analyses according to the stated objectives/ purpose of the study, research questions/hypotheses.

(10)

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12. What were the findings and conclusions of your study? Give recommendations on their basis? (10)

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14. Give reference to all citations in your research project. (Follow APA Manual-6th Edition)

Examples of format are available on websites.

(05)

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