

**Contents In The First Stage Technical Report for M.Phil and PhD
students**

1. The reports must be between 10 – 25 pages. It should contain at least of the following.

- **Table of content**
- **Chapter 1.0 Introduction**
 - Background of the problem
 - Statement of the problem
 - The objective of the study
 - Scope of the study
 - Significance of research
 - Definition of terms
- **Chapter 2.0 Literature Review**
 - Review relevant research to provide rationale
 - Present unanswered question, untried method etc does your work address
 - Findings of others you challenging or extending
- **Chapter 3.0 Research Methodology**
 - Research Design & Procedure
 - Operational Framework
 - Subjects or data sources
 - Instrumentation
 - Data Analysis
 - Assumptions & Limitations
 - Research schedule
- **Chapter 4.0 Expected findings and conclusion**
- **References**

Guidelines for the First Stage Presentation

- Technical Report must be submitted to the panel members three (3) days before the presentation day.
- The report should not more than 25 pages including illustrations, tables etc. Report must be in English.
- The writing format must follow the guidelines on report writing (Panduan Menulis Tesis 2015) issued by Sekolah Pengajian Siswazah, UTM.
- The time allocated for presentation is 20 minutes and a further 20 minutes is allocated for discussions.
- Students should wear proper attire for seminar presentation.

*Graduate Academic Manager
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