

# Standardized Research Methodology Report Structure

## 1. Title Page

- Title of the research
- Researcher(s) name(s)
- Affiliation(s)
- Date

## 2. Abstract

Brief summary of the research objectives, methods, main findings, and significance (typically 150–300 words).

## 3. Introduction

- Background and context
- Statement of the problem
- Research objectives/questions/hypotheses
- Significance of the study

## 4. Literature Review

- Review of relevant previous research
- Identification of gaps in knowledge
- Theoretical or conceptual framework

## 5. Research Methodology

- Research design (qualitative, quantitative, or mixed-methods)
- Population and sample
- Data collection methods
- Instruments/materials
- Data analysis procedures
- Ethical considerations

## 6. Results

- Presentation of findings (tables, charts, descriptions)
- Statistical or qualitative analysis

## 7. Discussion

- Interpretation of results
- Comparison with literature
- Implications
- Limitations

## **8. Conclusion**

- Summary of main findings
- Suggestions for future research

## **9. References**

List of all sources cited, formatted according to a standard style (e.g., APA, MLA, Chicago).

## **10. Appendices (if necessary)**

Supplementary material, such as survey instruments, interview guides, additional data, etc.

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### **Important Notes:**

- Follow the required citation style and formatting guidelines from your institution or publication.
- Ensure each section is clear, concise, and logically structured.
- Adapt the structure as needed to fit the research type (e.g., qualitative vs. quantitative).
- Properly anonymize sensitive data and respect participant confidentiality.
- Proofread the report for clarity, consistency, and accuracy before submission.