

# How to advise students Cheat Sheet by Raj Haj via cheatography.com/184670/cs/38559/

#### The Graduation Research Project

The Graduation Research Project (GRP) is an important part of your academic journey. It allows you to explore a topic of your choice in depth and develop your research skills. The GRP helps you to demonstrate your ability to conduct independent research, analyze data/ academic materials, and present your findings in a clear and concise manner. It also allows you to contribute to the body of knowledge in your field of study.

The three phases of the GRP (Before, During, and After) are important to keep in mind throughout the project. Keep these phases in mind, to ensure that you are on track and meeting the necessary deadlines. It also helps you to stay organized and focused throughout the project. Remember to consult with your advisor and take advantage of the resources available to you.

### The three phases of the GRP

The three phases of the Orti			
Before the GRP	During the GRP	After the GRP	
Work with your advisor to choose a research topic that interests you.	Get feedback from your advisor on your research as you work on it.	Celebrate your accomplis- hments and plan your next steps with your advisor.	
Learn how to do research, including how to review literature and choose a method- ology.	Collaborate with other students and faculty from different disciplines to enhance your research.	Use your GRP to help you find a job or apply to graduate school.	

#### The three phases of the GRP (cont)

Set	Ask your	Stay in touch
deadlines	advisor for	with your
and	help if you	advisor and
expect-	have any	other alumni to
ations for	problems	continue your
commun-	or roadbl-	professional
ication with	ocks.	development.
your		
advisor.		

To ensure a successful completion of your GRP and prepare for your future career or academic pursuits, it is essential to follow these three phases while maintaining regular communication with your advisor and utilizing the available resources.

#### Choosing a Topic

- Start with your interests
- Consider your career goals
- Focus on a specific area
- Consult with your advisor
- Research existing literature
- Consider interdisciplinary collaboration
- Empower yourself

#### The Seminar

- The seminar is a mandatory component for graduation, contributing 1 credit towards the 124-credit requirement.
- It should be taken a semester before the GRP if all prerequisites are met; otherwise, permission is required to take them concurrently.
- Students should take the CLA+ test in week 4, which accounts for 20 percent of the final grade. Failing to take the CLA+ test will result in a failing grade for the seminar.

#### The Seminar (cont)

- By week 10, students must submit the following items to the admin office via email by 12 p.m. JST on Friday, and copy their advisor:
- Draft proposal (400-500 words) for GRP
- Annotated Bibliography: at least 10 sources, summarizing and assessing each, helps comprehend significance and credibility, streamlines research process.
- For students studying abroad, provisions are made to ensure a smooth progression of their GRP and seminar:
- Parallel Seminar: Students should be approached for a parallel seminar conducted online. This allows them to actively participate in seminar discussions and receive guidance from their advisor, even when they are physically distant.
- Remote Advisor Guidance: The advisor shall provide guidance and feedback on the research progress, methodology, and analysis. It is recommended to schedule regular virtual meetings with the advisor to discuss any challenges or questions.

## The Graduation Research Project (GRP)

The Graduation Research Project (GRP) is an important part of your academic journey. It allows you to explore a topic of your choice in depth and develop your research skills. To help you with this project, we have provided some guidelines for structuring your GRP manuscript. These structures are not rigid templates, but rather a foundation upon which you can build and customize your manuscript to effectively present your research findings and arguments.



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### **Defining a Research Question**

When defining a research question, consider the following aspects and make sure your research question is Specific, Measurable, Achievable, Relevant, and Time-bound (SMART):

- What: What is the main topic or issue that the research aims to investigate?
- Who is concerned: Who or what group of people, organizations or entities are involved or affected by the research question?
- What aspect: What particular aspect or dimension of the topic or issue is the research question focusing on?
- Where: Is there a particular geographical or spatial context that the research question pertains to?
- When: Is there a specific time frame or period that the research question pertains to?

#### Type I

- I. Introduction
- A. Background Information
- B. Thesis Statement
- II. Literature Review
- A. Overview of Relevant Research
- B. Analysis of Research
- III. Methodology
- A. Research Design
- B. Material/Data Collection and Analysis
- IV. Results and Discussion
- A. Presentation of Findings
- B. Interpretation of Results
- C. Counterarguments or Limitations
- V. Conclusion
- A. Summary of Findings
- B. Answer to the research question

#### Type I (cont)

C. Implications for Future Research VI. References

Note: Counterarguments act as opposing viewpoints to a dominant proposition or idea, offering contrasting perspectives that challenge the initial argument. Embracing counterarguments is crucial for cultivating dialectical thinking as they stimulate critical analysis, foster intellectual discourse, and facilitate a deeper comprehension of intricate matters.

#### Type II

- I. Introduction
- A. Background Information
- B. Research Question
- C. Literature Review
- 1. Overview of Relevant Research
- 2. Analysis and Synthesis of Research
- 3. Identification of Knowledge Gaps
- D. Methodology
- 1. Methodological Considerations
- 2. Selection and Justification of Primary Sources
- 3. Secondary Sources and Supporting Materials
- II. Evidence
- A. Primary Sources
- B. Secondary Sources
- III. Analysis
- A. Examination of Primary Sources
- B. Integration of Secondary Sources
- C. Discussions
- IV. Conclusion
- A. Summary of Findings
- B. Implications for the Discipline
- C. Answer the Research Question

#### Type II (cont)

- D. Suggestions for Future Research
- V. Reference List

#### Conducting a Literature Review

A literature review is a critical component of the Graduation Research Project (GRP). It involves analyzing existing research on your topic, identifying gaps, and situating your own research within the broader field. Here are some tips:

- Define your research question: Clearly define the question that your research aims to address.
- 2. Search for relevant literature: Utilize various sources to search for literature that is relevant to your topic.
- 3. Evaluate and synthesize the literature: Assess the strengths and weaknesses of existing research, and identify key themes.
- 4. Identify gaps in the literature: Determine areas where the literature lacks coverage or understanding, and use them to develop your conceptual framework.
- 5. **Organize the literature review**: Group the literature into themes or categories to provide a structured overview.
- Note trends and patterns: Observe recurring trends or patterns in the literature to gain insights into the field.
- 7. **Highlight research opportunities**: Identify areas where further investigation is needed and discuss how your research contributes to filling those gaps.

**Note**: Remember to consult your advisor and utilize available resources for guidance throughout the process.



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#### **Example of a Literature Review**

- Introduction
- Briefly introduce the research topic and its significance.
- Conceptual Framework (Optional)
- Present the key theories or concepts that underpin your research topic.
- Explain how these theories or concepts inform your study.
- Review of the Literature
- Organize the literature review into themes or categories relevant to your research topic.
- Summarize and critically analyze each study, highlighting its purpose, methodology, findings, and limitations.
- Compare and contrast the different studies, identifying areas of agreement and disagreement.
- Note any trends or patterns in the literature, such as shifts in focus or emerging areas of interest.
- Identification of Gaps and Research Opportunities
- Highlight gaps in the literature where further research is needed.
- Discuss how your research aims to address these gaps or contribute to the existing body of knowledge.
- Conclusion
- Summarize the main findings of the literature review.
- Reiterate the significance of the research topic and the need for further investigation.
- Briefly describe how your study will build upon the literature reviewed.

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#### Phrasebank

Phrasebank is a collection of academic writing templates and examples that serve as a reference for various types of writing, including essays, research papers, reports, and dissertations. It offers users commonly used phrases, expressions, and sentence structures in academic writing to improve their writing skills and create high-quality academic work. The templates and examples in Phrasebank are designed to cover a range of topics and disciplines, and they serve as a guide to help users write in a clear, concise, and professional manner.. Examples of commonly used phrases in academic writing include:

- "It is worth noting that..."
- "This study provides insight into..."
- "Furthermore, it should be noted that..."
- "The results of the analysis indicate that..."
- And many more.

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