

Guidelines for Writing a Complete Research Report and Summary of Research

1. Writing a complete research report

1.1 Components of the research report

1. Research Title and name of the researcher (English)
2. Abstract (English)
3. Acknowledgments
4. Content
5. Table of Contents
6. Table of Figures
7. Chapter 1 Introduction
8. Chapter 2 Literature Review
9. Chapter 3 Research Methodology
10. Chapter 4 Results and Discussion
11. Chapter 5 Conclusion and Recommendations
12. References (Bibliography)
13. Appendix
14. Biography of the Researcher

1.2 Paper layout of report printing

- | | |
|-------------------------|--------------------------|
| Top edge for 1.5 inches | Left edge for 1.5 inches |
| bottom edge for 1 inch | Right edge for 1 inch |
| Font size for 16 pt | Font: Angsana UPC |

1.3 Layout of the cover print

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|---------------------|----------------------|
| Top edge 1.5 inches | Left edge 1.5 inches |
| bottom edge 1 inch | Right edge 1 inch |
| Font size 20 pt | Font: Angsana UPC |

The color of the cover is crimson and the text is gold and bold faced.

Rangsit University Logo in gold color (Width of 0.6 inch and length of 1 inch)

Spine of the cover consists of research title, head of the research project (without specifying a prefix) and the year of the research grant (using Arabic numerals).

1.4 References using letter system in alphabetical order

2. Writing Research Article

2.1 Components of a research article

- 1) Research Title and Researcher Name (Thai - English)
- 2) Abstract not more than 15 lines
- 3) Key words should not exceed 5 words.
- 4) An Introduction consists of background of the study, significance, and purpose of research
- 5) Definition of terms

6) Methods of research include population and sample, sampling technique, scope of the study, plan and schedule, research instruments, procedures of constructing research instruments, data collection, data analysis, and statistics used.

7) Research Results / Results: If Tables are provided, then write the name of each Table at the top. If Figures, then write the name of each Figure at the bottom.

8) Discussion

9) Research recommendations

10) Acknowledgments

11) Bibliography

Note: Reference and bibliography must follow the citation format of the APA (American Psychological Association).

Cover Sample

1.5 inches



Download the form at

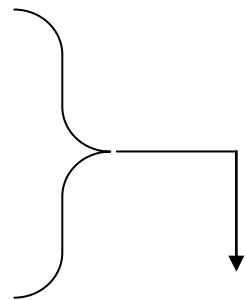
http://tlsd.rsu.ac.th/proposal_online

1 inch

Computer Aided Instruction for Solid Waste and Hazardous waste.

By

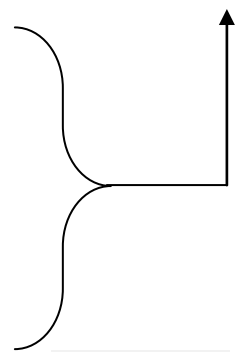
Name Surname



Spacing evenly

(Not more than three names; put the first researcher's name if it is more than three names with each Faculty's name on the next line)

Research Granted by
Learning Centre
Rangsit University Academic Year 2018



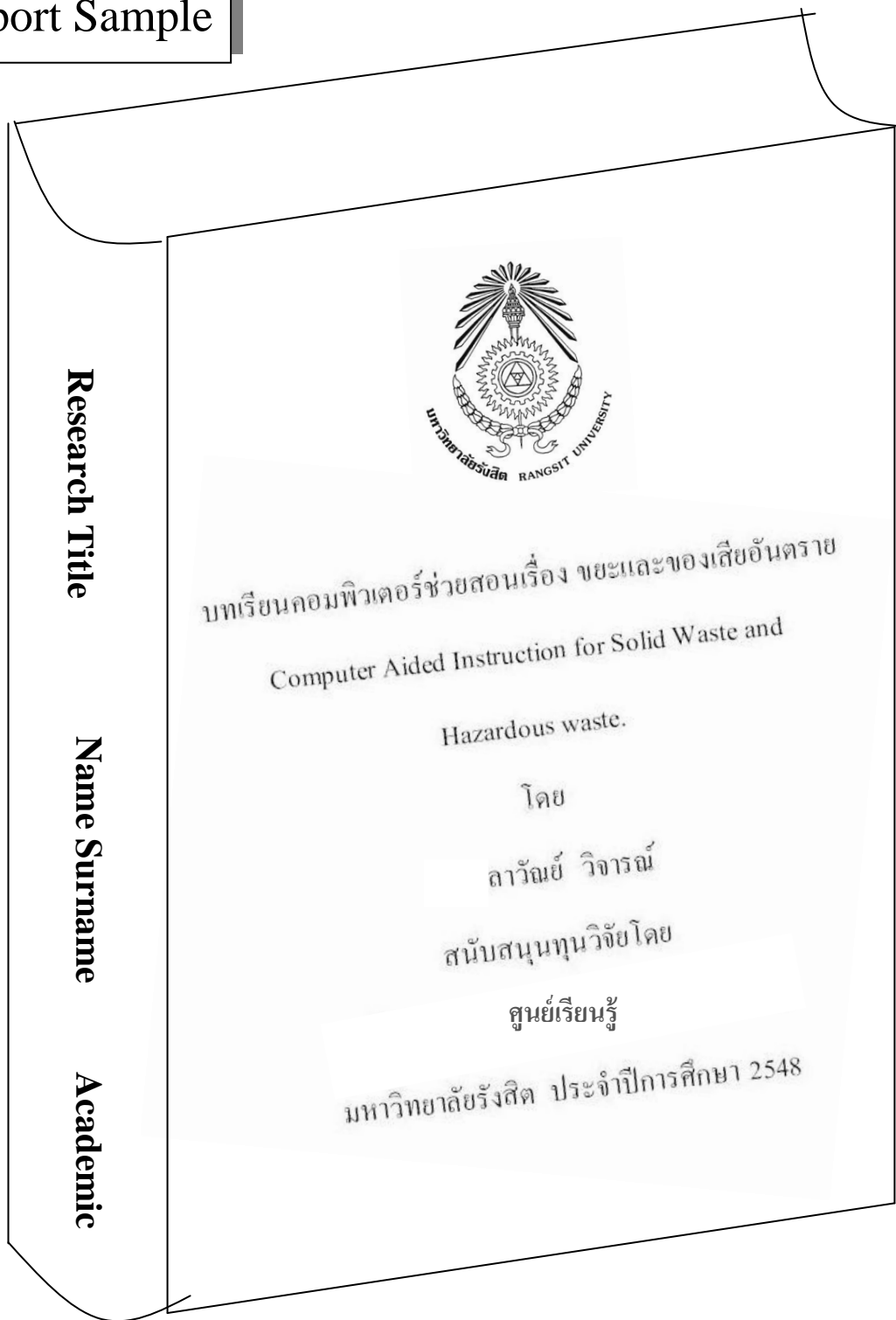
Grant Year

Sample 1

1.5 inches



Report Sample



Research Title

Name Surname

Academic



บทเรียนคอมพิวเตอร์ช่วยสอนเรื่อง ขยะและของเสียอันตราย

Computer Aided Instruction for Solid Waste and

Hazardous waste.

โดย

ลาวินัย วิจารย์

สนับสนุนทุนวิจัยโดย

ศูนย์เรียนรู้

มหาวิทยาลัยรังสิต ประจำปีการศึกษา 2548

Sample 2

Abstract Sample

↑
1.5
inches
↓

Indent for 0.5 inch → { Saijai \ Thongneam \ 2549: \ Opinion of Students of Rangsit University on Reading \ \ Thai \ Faculty of Liberal Arts \ Rangsit University \ 116 \ Pages

Space for 2 lines {

Indent for 0.5 inch → The purposes of this research were: to study the students' information of reading and opinions on faculty reading promotion of the undergraduate students in Rangsit University. The sample was 370 students from 10 faculties during the first semester of academic year of 2006. The data were analyzed by percentage, mean and standard deviation. The students' comments were presented by frequency distribution.

Space for 1 line {

The results of this research are as follows: The duration of time the student read were 4.12 days per week and 30 minutes each time. They preferred reading from books and reading about movie stars. Their purpose on reading was to entertain themselves and they enjoyed reading at their own rooms. Most of the students preferred buying books for reading. The students from Faculty of Liberal Arts indicated that they had reading problems. Most of the student's thought reading was necessary for their everyday life and people of all ages should read. The students of all faculty agreed that reading was the most important skill. The students from 7 faculties informed that they were assigned to read text books whereas the students from 4 faculties were assigned to read external books. The result on the students' comment can be concluded that teaching and learning activities; library management and University support should be developed to encourage student's reading.

Remarks: This punctuation mark \ means spacing for 1 print range.
This punctuation mark \ \ means spacing for 2 print ranges.

Sample 3

Research article sample

Research Article

Name-surname of the main author¹ and name-surname of the co-author²

¹⁾ Author Affiliation Department Faculty..... University

²⁾ Author Affiliation Department Faculty..... University

Email: author@email.com (Email of the main author)

ABSTRACT

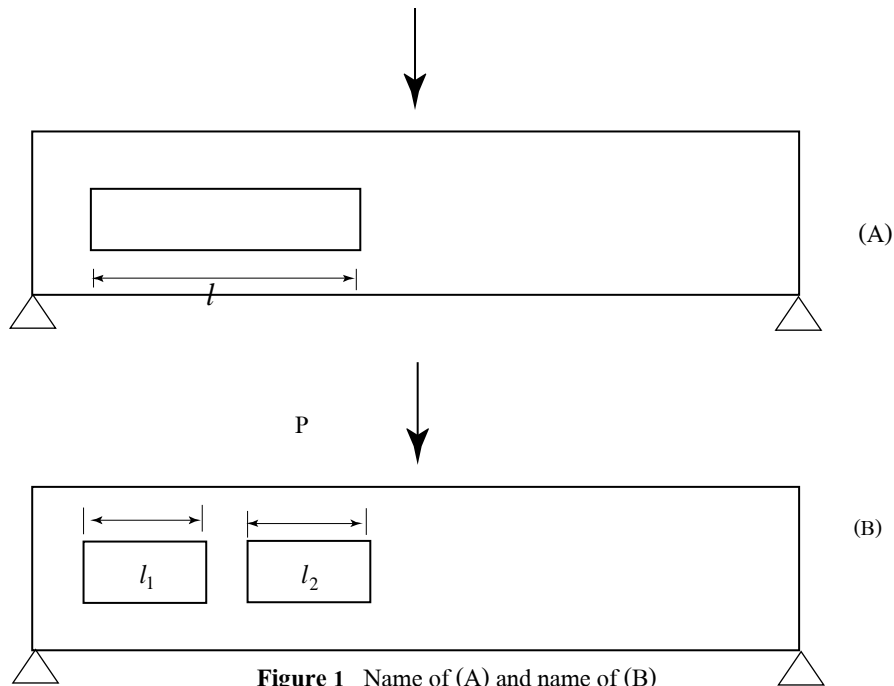
The objective of this research The abstract should be written in one paragraph and not more than 15 sentences. Use 14-point Angsana New.....

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Keywords: *Kaolinite, Durability*

1. Introduction

The article should be at least 6 pages long and not more than 8 pages (including Figures and Tables). Use 14-point Angsana New printed in the size specified in the article. Figures must be in black and white so that they are clear and the number of each Figure with descriptive title must be under each one. The size of Figures should be appropriate, not too small or too large and the letters in Figures must be clear and readable.



For references to documents used in the article, use brackets such as [1] or [2-4], etc. The author should refer and cite fully and accurately to honor the reference source. The article should contain main content / results, summary / conclusion and discussion, acknowledgments (if any) and references.

2. Research Objectives

- 2.1
- 2.2
- 2.3

3. Research Methodology

The research methodology must include population and sample, sampling technique, scope of the study, research plan and research duration, research instruments, data collection, data analysis, and statistics used.

4. Results

If Tables are used, write the name of Table at the top. If Figures, write the name of the Figure at the bottom.

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Table 1 Table name

Head 1	Head	Head	Head	Head

5. Discussion

Write a summary and discussion on the results of the study

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6. Research recommendations

It should be presented such that, if any further research is to be conducted, then state what should be considered? or what should be included? or what variable should be added? or how should the research instruments be used?

Suggestions

1.....

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2.....

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7. Acknowledgments (if any)

This research was supported by

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8. References

(Use APA format style

<http://teacher.chandra.ac.th/rdi/images/Journals/suggestion/003.pdf>)

Baumert, J., Evans, R. H. & Geiser, H. (1998). Technical problem solving among 10-year-old students as related to science achievement, out-of-school experience, domain-specific control beliefs, and attribution patterns. *Journal of Research in Science Teaching*, 35(9), 987-1013.

Sample of research article <file:///C:/Users/RSUX64/Downloads/20170621112842.pdf>

Sample 5