



BT742-Research Project I Mechanism

Registration Rules

- [1] Students who wish to register for BT742: Research Project I (2 credit hours - semester 7) in the fall semester of every academic year should have successfully passed BT635 Research Methods (3 credit hours - semester 6) as a pre-requisite according to the approved regulation of the faculty
- [2] The student must have completed 97 credit hours (43 hours remaining), and CGPA must be not less than 2.00, according to the transcript provided and signed by his academic advisor. The transcript should be submitted to the student's research coordinator, to prove that the student meets the registration requirements
- [3] The student should create his free access account in the Egyptian Knowledge Bank (EKB) and provides the proof of his participation to the research coordinator before the registration of the module
- [4] To continue the research project, the student should attend the module lectures. The minimum attendance rate of 75%, or will be issued a letter of denial after the issuing the first and second warning.

Submission & Deliverable

- [1] All students enrolled in the Research Project I module should attend the **first- academic week** introductory lecture and orientation session delivered by Prof. Dr. Tarek Taha in the presence of their supervisor and research coordinator. The primary aims of this session are to raise awareness toward the research implementation mechanism, explain how the research topics can be appropriately selected, and how to access and search in the multiple scientific databases of the Egyptian Knowledge Bank (EKB). Students are kindly required to sign in the attendance sheet, as a condition for the research project continuation
- [2] Each student in the **second- academic week** presents the initial title of his research project to his supervisor to narrow his research scope, make it more specific and more relevant to the local problem environment. The supervisor should review with each student the **project logbook** and record the session in the meeting with student sheet (page 19).
- [3] Supervisor assigns each student, after agreeing to the research title, to prepare and read at least 25 articles published in well-known International Journals (such as Science Direct and Emerald) The relevant studies (its duration less than five years ago) considered the reference frame for the student's project. Given that the novelty of the references and the reputation of the scientific journal are essential criteria in evaluating the research project of the student.

- [4] Each student at the **beginning of the third-academic week** presents these articles to his supervisor. The materials exhibit should include the model that will be adapted or applied to the student's research project, with a reference summary statement (**document 1**) including the author, the name of the scientific journal, the publisher, year of publication, number of pages. The student should conduct a PowerPoint Presentation for the content of each article, its relation to his project and the parts that can be used in the theoretical framework of the research.
- [5] The supervisor should review all the articles and the statement in detail and signs the summary statement by saying that all the references in the abstract are relevant to the subject, published in scientific journals and that the student is aware of the content of each article, and that he did a full presentation of it. This report should be delivered to the research coordinator according to the announced research supervision schedule at the **end of the third-academic week** to be reviewed by the research evaluating committee.
- [6] At the beginning of the **fourth-academic week**, the research reviewing committee (Prof. Tarek Taha, Prof. Tawfiq Madi) will evaluate the research frame of reference and approve it if the requirements as mentioned earlier are met and returned after signing it to the academic coordinator for delivery to the student supervisor.
- [7] In the **fourth-academic week**, the supervisor will hold a session with each student individually to finalize the final research title, research questions, research objectives, and research area from one of the following fields Accounting, management, and marketing, finance and investment ". The student should submit a single paper called the proposed research paper (Document 2), after the signature of his supervisor to student research coordinator.
- [8] The research reviewing committee, in the **fifth-academic week**, evaluates the proposed research paper (**Document 2**) and signs it as valid (or unfit) to be presented to the DIT external reviewers. This report should be delivered to the supervisor to inform his student. In case of non-approval of the validity, the student must complete the observations and amendments made by the reviewing committee and delivers it to the research coordinator by the end of the fifth-academic week. This step considered a condition for the continuation of the student in the research project.
- [9] Each student in the presence of his supervisor and research coordinator must present the approved research proposal to DIT external reviewers in the **sixth- academic week**. During the reviewing sessions, each supervisor will write notes and amendments requested by the DIT reviewers to compel the student to complete them. The research coordinator will also record these observations in a sheet submitted to the program committee for discussion at the closing session of the visit.
- [10] During the **seventh-academic week**, the supervisor reviews the student's research proposal after making all the amendments and observations requested by the DIT reviewers. The student submits the research production, which is signed by the supervisor to the research coordinator for delivery to the research review committee.

- [11] During the **eighth-academic week**, the research review committee will review and approve the proposal if the above requirements are met and returned after signing it and mark from 40 to the research coordinator. The coordinator will notify the supervisor of approval of the research proposal.
- [12] The student must attend the general lecture and the orientation session held by Prof. Dr. Tarek in the presence of the student supervisor and research coordinator in the **ninth- academic week**. The primary objectives of this lecture are to demonstrate how the student can build the theoretical framework of his project, perform literature review according to his research model (Document 3), and how to address grammatical errors and plagiarism checking using Grammarly.com applications. The university communication skills center in the same week (Tuesday) will organize a workshop on how to write scientific references using the Mendeley - Reference Management Software Researcher Network.
- [13] In the **10th academic week**, the student who attended the lectures mentioned above will start writing his theoretical framework and review the relevant studies (containing at least 5,000 words) under the supervision of his supervisor.
- [14] Each student must submit the coiled copy of his literature review (containing at least 5,000 words), accompanied by a presentation using the PowerPoint application no later than the **12th academic week**. This time aims to provide an opportunity to perform any modifications and notes that may appear during the review process. The student should deliver his theoretical framework after the signing of his supervisor to the research coordinator.
- [15] During the **13th academic week**, the research reviewing committee will examine the theoretical framework (signed by the student's supervisor) and checks the level of plagiarism. If the conceptual framework accepted, as well as achieving the acceptable level of plagiarism, the student's research output will be marked from 60. In the case of modifications, or exceeding the acceptable level of plagiarism, the research coordinator will return the research output to the supervisor to inform the student that the required changes must be completed no later than the 14th academic week. Otherwise, the student will be considered failed in the module.

Eligibility Requirements

Each student is required to attend workshops and awareness sessions, which will be held and announced by the faculty on time, on the following topics:

- Searching skills of the multiple scientific databases of the Egyptian Knowledge Bank (EKB)
- Writing skills of scientific references using the Mendeley - Reference Management Software & Researcher Network
- Processing Skills of linguistic errors and plagiarism checking using Grammarly.com applications

The Fair Distribution Mechanism for Research Projects Supervision

Mechanism Purpose

Staff and students expect a fair distribution of supervision. The current distribution of research projects makes some students perceive that very few instructors intentionally favor students with a high GPA to be under their supervision over others. To avoid those perceptions, this mechanism for fair distribution has been developed.

Mechanism Steps

- [1] During the summer of the academic year, academic advisors are requested to submit a list of the students eligible to register RP1 on the fall semester to the research coordinators.
- [2] Research coordinators; distribute the students according to the major and CGPA, using the fair distribution program.
- [3] After the list's announcement, the supervisors are free to exchange students between them upon their mutual approval.



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Dean of the Faculty