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RESEARCH METHODOLOGY CHECKLIST



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Research Methodology Checklist (1-page)

Design, sampling, instrument, and analysis checkpoints supervisors expect.

Introduction

Review your methods section before submission. Tick each point only after it is written clearly and aligned with your study objectives.

Methodology review checklist

| Check | Methodology item | What to confirm |
|--------------------------|--------------------------------|---|
| <input type="checkbox"/> | Research design | Have you named the design clearly, such as qualitative, quantitative, mixed-method, cross-sectional, or case study? |
| <input type="checkbox"/> | Population / target group | Is the study group clearly identified? |
| <input type="checkbox"/> | Sampling method | Have you stated how participants, cases, or documents will be selected? |
| <input type="checkbox"/> | Sample size | Have you justified the number of participants, cases, or records? |
| <input type="checkbox"/> | Inclusion / exclusion criteria | Is it clear who will or will not be included? |
| <input type="checkbox"/> | Variables / themes | Have you stated what exactly will be studied or measured? |
| <input type="checkbox"/> | Instrument / tool | Have you named the questionnaire, interview guide, checklist, or source of data? |
| <input type="checkbox"/> | Data collection steps | Is the procedure explained in practical steps? |
| <input type="checkbox"/> | Data analysis plan | Have you stated how the data will be analysed? |
| <input type="checkbox"/> | Ethics / consent | Have you addressed privacy, confidentiality, and consent where needed? |
| <input type="checkbox"/> | Limitations | Have you acknowledged likely method limitations? |
| <input type="checkbox"/> | Objective-method alignment | Can each objective be traced to a matching method step? |

Ready rule

If you cannot tick a line confidently, revise the methods section.

THANK YOU

RESEARCH METHODOLOGY CHECKLIST (1-PAGE)

A quick reference sheet covering the key elements supervisors and committees expect in a strong methodology section.

**This checklist helps verify:
research design • sampling plan • variables •
instruments • data collection • analysis
pathway**

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