



Centre for Mathematics, Science and Technology Education (CEMASTEA)

Request to Present Research Proposal/Research Findings Form

Introduction

This form shall be used by Dean/Programme Coordinator/individuals who have developed a research proposal or written a research report to request for time allocation on the schedule of activities at the Centre to present the proposal/findings to the rest of staff. Please fill each part as appropriate and present the form to the Coordinator R&D in duplicate.

Section A: Presentation of Research Proposal

1. Research by: Department [], Programme [] Individuals []
2. The title of the research:
3. Presentation of a research proposal [] research findings []
4. When do you wish to make your presentation? (give suggestions for three dates)
 - i)., ii), iii).....
5. In the space below list the resources needed for the presentation
 - i).
 - ii).
6. If research proposal give timelines of when you anticipate to complete activities in the table below where applicable by filling the second column.

Activity	Date expected to be completed	Date activity completed (To be filled by the Coordinator R&D)	Reason for variation in dates
i). Piloting of tools			
ii). Revision of tools			
iii). Data collection			
iv). Data analysis			
v). Report writing			
vi). Report submission			

6. Clearance by Coordinator R&D for presentation
 Comments:
 NameSignature Date
7. Clearance by Coordinator Training for presentation
 Comments:
 NameSignature Date