



# PROJECT PAPER

## EPPA 6716

Datin Dr. Zaini binti Embong  
Head of Masters Program, FEP  
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# What need to be done

- Register for the course
- Appoint supervisor/advisor
- Have regular discussion with supervisor
- Conduct research
- Prepare manuscript
- Register for the colloquium
- Present in colloquium
- Submit final paper to supervisor/advisor

# Appointment of Supervisor/Advisor

- Students must be in 3<sup>rd</sup> semester of study.
- The Postgraduate Secretariat will normally share list of potential research topics and supervisors at the end of each semester.
- Students may choose from the shared list or approach the lecturer for supervision personally.
- Fill up the supervisory form.
- Submit the supervisory form no later than 13<sup>th</sup> November 2022 (end of week 4, Sunday).
- Link to the form: <https://forms.gle/JcaNtkBUGyXRQ4Py8>

# Area of research

- Tax
- Audit
- Corporate governance
- Management accounting
- Corporate reporting
- Disclosure
- CSR
- And many more...

# Consultation with Supervisor/Advisor

- Consult your supervisor regarding;
  - Research topic
  - Research problem
  - Research framework
  - Sample selection
  - Data collection
  - Analysis

# Conduct Research

- Once your research framework is approved by your supervisor, you may proceed with the research
- Update your supervisor on your research progress
- Your supervisor should be your point of reference – do make use of their expertise

# Completing your project paper

- Project report/manuscript;
  - To be written from the start of research process
  - Should be refined as the research is progressing
  - Should be finalized when the analysis is completed and the result is obtained
  - Get your supervisor's feedback on your manuscript
- Presentation of research findings;
  - Advisable to present in colloquium organized by the faculty – normally held in week 17 - 18
  - You need to register if you were to present – registration will be opened beginning week 7
- Submit the completed/revised manuscript to your supervisor for grading

# Project report/manuscript

- The manuscript is between 5,000-8,000 words and should include the following aspects:

Content	Explanation
Title and Abstract	Provide a title to the study and write an abstract of 200 words.
Introduction	Discussion on objective of the research, problem statement and contribution of the study.
Literature Review	Review of relevant literature that is related to the issues being studied.
Research Method	Describe the research design and methods used in data collection and analysis procedures.
Discussion of Research Results	Discuss findings in relation to research objectives and theories as well as previous findings.
Conclusion	Conclude the study, discuss the strengths and limitations of the study, if any, and propose ideas for future research.

# Semester 1 Session 2022/2023

IMPORTANT DATES	ACTIVITIES
4 <sup>th</sup> November 2022 (Week 3)	Briefing on supervisor appointment, article/manuscript writing and postgraduate colloquium
November 2022 (Week 3 – Week 7)	Postgraduate colloquium call for registration & participants Registration deadline : One week before colloquium Payment - nil
29 <sup>th</sup> January 2023 (end of week 14)	Full paper submission deadline (for colloquium)
30 <sup>th</sup> January – 12 <sup>th</sup> February 2023	Reviewing process
20 <sup>th</sup> – 24 <sup>th</sup> February 2023 (Week 3 of Exam Week)	Postgraduate colloquium sem 1 session 2022/2023
10 <sup>th</sup> March 2023 (2 weeks after colloquium)	Revised paper submission deadline

**The paper to be submitted upon approval from supervisor**

# What if the project paper is not complete?

- If the research was not completed within one semester, your supervisor could give you an “SM” or “in progress” grade
- You are then required to register for the course again in the following semester and complete the research and all other requirements
- Fee need to be paid
- This is conditional upon you completing at least 75% of work in the earlier semester.

# Grading

Grade	Description
A - E	To be assigned by supervisor based on the quality of project and manuscript
TL (incomplete)	Will be given if the manuscript is not ready by the end of the semester. Student may complete the project and submit the manuscript within 2 weeks of the new semester
SM (in progress)	Need to register again for the course in the coming semester and complete all the requirement. Maximum semester allowed is 2.

## One last request

Please fill up the supervisory appointment form at  
<https://forms.gle/JcaNtkBUGyXRQ4Py8>

Or scan



