**MINISTRY OF EDUCATION AND TRAINING** *(Font 13)*

**HO CHI MINH CITY UNIVERSITY OF ECONOMICS AND FINANCE**

*(Font 13)*

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*1. Cover page*

**MINOR THESIS PROPOSAL**

**Master of Arts in English Language**

**NGUYEN VAN A**

*(Font: 18, Times New Roman, centered, bold)*

**(TITLE)**

*(Font: 20, Times New Roman, centered, bold)*

Ho Chi Minh City, August 2023

**MINISTRY OF EDUCATION AND TRAINING** *(Font 13)*

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*(Font 13)*

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*2. Title page*



**MINOR THESIS PROPOSAL**

**Master of Arts in English Language**

**NGUYEN VAN A** (*author*)

**(TITLE)**

*Research title; Font: 20, Times New Roman, centered, bold*

Supervised by

**NGUYEN VAN B, PHD**

Ho Chi Minh City, August 2023

**SUPERVISOR’S COMMENTS**

*Ho Chi Minh City, …../……/ 2023*

**Supervisor’s Signature**

**BOARD OF EXAMINERS’ COMMENTS**

*Ho Chi Minh City, …../……/ ……*

**Signature**

The proposal should have the following elements:

**TABLE OF CONTENTS**

**LIST OF ABBREVIATIONS** (if any)

**LIST OF TABLES** (if any)

**LIST OF FIGURES** (if any)

**1. INTRODUCTION**

**1.1 Background to the study**

This section is to provide readers with the background information for the research reported in the paper and to establish a framework for the research so that readers can understand how it is related to other studies. It should include the following ideas:

* Create an interest in the topic;
* Lay the broad foundation for the problem that leads to the study;
* Place the study within the larger context of the scholarly literature.

**1.2 Statement of the problem/Rationale for the study**

This section provides a clear and concise description of the issues which need to be addressed. To put it simply, it aims at transforming a generalized problem into a targeted, well-defined problem and helping to identify the purpose of the research.

**1.3 Research objectives**

The objectives of the work, i.e., the specific purposes of the study, should be clearly and concisely defined. The objectives are usually headed by infinitive verbs, e.g., to investigate, to explore, to find out….

**1.4 Research questions**

* The research question narrows the purpose statement to specific questions that researchers seek to answer.
* The research questions should be specific, measurable, achievable, realistic, and time-bound.

**1.5 Scope of the study**

This section addresses how a study will be narrowed and explains the things that you are not doing and why you have chosen not do to them: the literature you not review (and why not), the population you are not studying (and why not), the methodological procedures you will not use (and why you will not use them).

**1.6 Significance of the study**

* Indicate how your research will refine, revise, or extend the existing knowledge in the area under investigation. Such refinements, revisions, or extensions may have either substantive, theoretical, or methodological significance.
* Show how the results of the study may affect scholarly research, theory, practice, educational intervention, curricula, counseling, and policy.
* Ask yourself the following questions:
* *What will results mean to the theoretical framework that framed the study?*
* *What suggestions for subsequent research arise from the findings?*
* *What will the results mean to the practicing educators?*
* *Will results influence programs, methods, and/or interventions?*
* *Will results contribute to the solution of educational problems?*
* *Will results influence educational policy decisions?*
* *Will results be improved or changed as a result of the proposed research?*
* *How will the results of the study be implemented, and what innovations will come about?*

**1.7 Definition of key terms (optional)**

* Provide the definitions of important terms and concepts that are usually stated in the objectives, hypothesis, and research questions.
* Define subject-specific and technical terms.  If you are using words that are different in meaning in the context of your experiment from traditionally accepted meanings, define the terms.
* Explain any operational definitions, the definitions that you have created just for your study
* Arrange your definitions stated in complete sentences in alphabetical order.

**2. LITERATURE REVIEW**

**2.1**..

…

**2.x Previous studies**

A review of what is known about the research topic as far as it is relevant to the minor thesis, including a brief introduction of the literary work (synopsis, social and historical background of the work, etc.), the author and his/her literary trend, writing technique, …) general evaluation of the work as well as a specific issue in question made by literary critics.

* Summarize and evaluate past research
* Show similarities and differences in previous research
* Give an overview of controversies in past research
* Place your own research into context
* Show a gap in research
* Generate new research hypotheses

**2.x Conceptual framework**

The framework should summarize the research variables in the study.

**3. METHODOLOGY**

**3.1 Research design**

* Indicate the research design used in the study and provide a rationale for using the selected research design.
* Indicate the methodological steps you will take to answer every question or to test every hypothesis.

**3.2 Research site/setting**

Provide brief information about the research site where the research will be conducted.

**3.3 Sample and sampling procedures**

* Define the population and indicate the sampling plan in detail.
* Provide rationale and limitations of sampling
* Outline the characteristics of the sample (if available)
* Detail procedures to follow to obtain informed consent and ensure anonymity and/or confidentiality

**3.4 Research instruments**

* Outline the instruments you propose to use.
* If instruments have previously been used, identify previous studies and findings related to reliability and validity; if instruments have not previously been used, outline procedures you will follow to develop and test their reliability and validity.
* Provide a well-thought-out rationale for using the selected research instruments.

**3.5 Data collection procedures**

* Outline the general plan for collecting the data.
* Provide data collection procedures explicitly.

**3.6 Data analysis procedures**

* Indicate any analytic tools you will use.
* Provide a well-thought-out rationale for using the selected analytic tools.

**3.7 Validity and reliability**

**3.8 Work plan** (including timeline)

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| **Date (month)**  **Tasks** | **7** | **8** | **9** | **10** | **11** | **12** |
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**REFERENCES**

* References are listed following the APA style (7th edition)

For APA, see <https://apastyle.apa.org/style-grammar-guidelines/references/examples> <http://www.elearning.strathmore.edu/file.php/1204/APA.pdf>

* All cited sources in the text are included in the references.

**APPENDIX** (if any)

**NOTES**:

* The main text is in Times New Roman, font size: 13, spacing: 1.5 lines, and the margins should be: top: 3.5 cm, bottom: 3cm, right: 2cm, and left: 3.5 cm (for binding).
* The minor thesis proposal must range between 5,000-7,000 words (excluding introductory parts, references, and appendixes).