

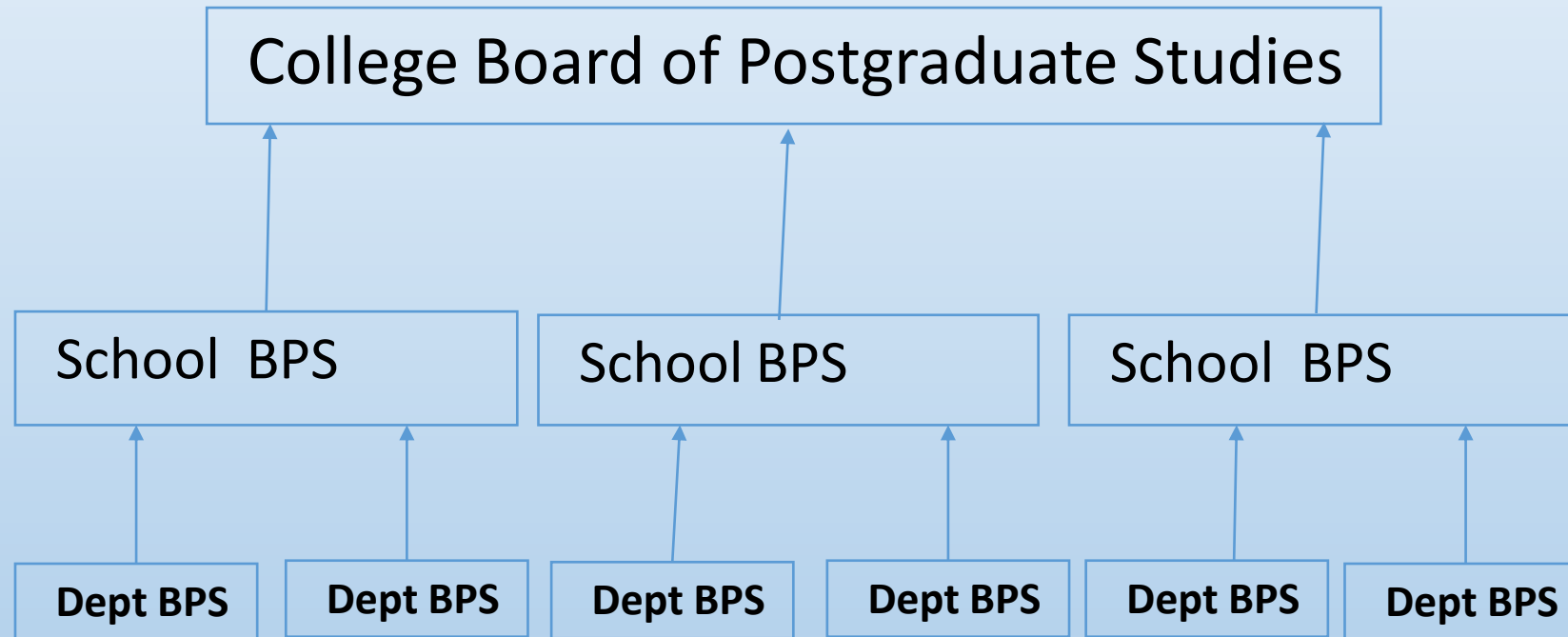
A POSTGRADUATE STUDENT'S JOURNEY

From proposal through thesis to publication

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Embu University College
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An overview of the organization of postgraduate studies at EUC



Regulations for Master and Doctoral degrees- Highlights

From Date of Registration

Masters Degrees

- Minimum-2 academic years.
- Maximum-4 academic years for fulltime and 5 year for part time student.

Doctoral Degrees

- Fulltime Minimum-3 academic years and Maximum 5 academic years.
- Part time Minimum-5 academic years and Maximum 7 academic years.

Provisional admission for PhD

Three months to prepare and defend proposal –upto school level

School then forwards proposal to College BPS for consideration for substantive registration.

Supervision of projects and thesis

- Supervisors recommended by Department then School to College BPS
- Appointed by College BPS on behalf of Academic Board and **not** by students.
- Statutes provide for 2 supervisors-**stop** overloading proposals with supervisors.

Additional supervisors will be appointed when necessary.

- CVs of non EUC staff members must be provided and will be vetted before appointment.
- Though not written it is expected there will be a lead supervisor in the supervision team.

Obligations of Supervisor and Student

Supervisor

- To supervise and direct the student- as per appointment letter.
- To report/notify BPS of non progressing student.

Student

- To do his/her work.
- Consult supervisor at least once a month.
- submit progress reports every 3 months for Masters and 6 months for PhD.
- Give at least 2 seminars for Masters and at least 4 seminars for PhD.
- Intent to submit 3 months before submission
- Submit 6 copies of proposal and 6 copies of thesis

BPS

- In case of disagreement between student and supervisor BPS Appoints arbitration Committee.
- *Sample progress report*

Supervisor Management

1. Choose someone you can work with and who has time for students.
2. Allow lead supervisor to identify other members of the supervision team.
3. Maintain professional conduct and contact with your supervisor.
4. Avoid meetings at odd times or places-set boundaries.
5. Flee buying and selling of goods in the market place.
6. Learn the expectations.
7. Strive to outdo their academic expectations from you.
8. Avoid unreasonable demands on their time.
9. Know preferred mode of communication-call, sms, email, verbal.
10. Learn to read their moods.
11. Avoid fights with your supervisor..S/he is your mentor.
12. If the worst happens seek help-open door policy, don't just vanish.

Project and Thesis examination

- Projects processed like any other examination
- Thesis submission- **Department** to **School** to **BPS** for examination processing
- At defense one of the following decisions will be made:
 1. Award subject to minor corrections-resubmit 3 months/4months for MSc/PhD.- no new examination required
 2. Award subject to major corrections-resubmit 6months/8months for MSc/PhD. - no new examination required
 3. Revise and resubmit for examination 8-12 months* **dangerous place to be** (only one resubmission).
 4. Do not award.

The BPS Directorate is an examination centre. Deans, CoD and supervisors to follow up examination of thesis **not students**.

Submission of Thesis

To be checked before a thesis is accepted for examination:

- Admission letter/substantive registration.
- Approved Proposal and approved supervisors.
- Progress reports (at least 2 for Masters, 4 for PhD).
- Intent to submit.
- Fees clearance.
- Complete list to be availed later in the year.

Concerns

- Most PhD students at EUC have expired provisional registration.
- Both Masters and PhD Students at EUC collecting data without an approved proposal or approved supervisors.....

Publications by postgraduate students

Research does not end at thesis. Communicate- locally and globally through publications.

- ✓ Publication requirement now in the CUE guidelines 2014.
- ✓ Generally accepted-globally
 - Masters should give at least 1 paper
 - PhD should give at least 3 papers
- ✓ Proposals to be discreetly evaluated if they can produce above publications in refereed Journals.
- ✓ Rule already in effect in major universities (private and public) in Kenya.
- ✓ Rule on its way to EUC.

How do I publish my work?

- Duty of the student to read widely and draft the manuscript.
- Duty of the supervisor to guide the student.
- Student first author and principal investigator or senior scientist last author/corresponding author.

Some guidelines

1. Literature review should indicate type of journals likely to publish the work.
 2. Visit Journal website, see instructions to author, see sample papers.
 3. Evaluate your work honestly, don't be over ambitious.
 4. Write the results chapter and use it to determine the quality of journal that can accept.
 5. In general online submission journals faster than hardcopy ones.
 6. PhD Candidate - approach it objective by objective.
- Publishing not for faint hearted, prepare for rejections, try again and again.
 - Reflect manuscript preparation and publishing in work plan.

Count the cost

Consider two runners. Who is likely to win?



Run the race as per the rules

Excess baggage- what are some of the things to lay aside?

At defense one must demonstrate mastery of subject and new contribution(s) to science/knowledge.

- **Postgraduate research is not for the passive individual who hopes to get a degree certificate without effort.**
- **Research centered: think research, do research, visualize research, dream research.**
- **Postgraduate studies call for hard work, determination, devotion, focus, passion.**

Are you ready to pay the price?

The kind of student every supervisor doesn't want

1. Doesn't keep time.
2. One who expects the supervisor to do the research and write for them.
3. Brings corrections after several reminders.
4. Returns corrections undone/doesn't explain why corrections are not done
5. Overstays with work, brings in a hurry and expects supervisor to read overnight.
6. Is a 'much know' and doesn't consult supervisor.
7. Doesn't follow instructions.
8. One who doesn't pick or return calls.
9. Always defensive/ready to fight.

Examination of Research

1. Examiners are extremely busy, avoid annoying them.
2. Examiners are extremely thorough, don't deceive yourself they won't notice.
3. Projects and Theses are examinations and examination regulations apply
4. Don't submit work that is not ready for examination.
5. Caution-Avoid
 - Plagiarism
 - Cheating
 - Writer for Hire

Building Research Muscle

Observations

- Poor quality proposals. **Daad**
- Students are not reading. **Daad**
- Citation of old literature without updates. **Bps**
- Sketchy hurriedly prepared proposals. **Bps**
- Students at EUC don't know how to use E-resources- generously and freely available at EUC Library. **CUE**

Intervention measures

- Proposal and thesis writing training Workshop.
- School and departmental proposal and project/thesis clinics.
- Prescreening of proposals before tabling at college BPS.
 - Departments and Schools please screen
- Compulsory E-resources training August 2015 for all postgrads in EUC.