**UNIVERSITY OF M’SILA FIRST YEAR LEVEL**

**LETTERS AND LANGUAGES FACULTY MODULE: RESEARCH METHODLOGY**

**ENGLISH LANGUAGE & LITERATURE DEPARTMENT MODULE LECTURER: FARRAH. S.**

**Lesson Three: *Writing up the literature review* :**

In order to comply with the first function of literature review *i.e. to provide theoretical background to your study:*

- List the main themes that have emerged while reading literature.

- Convert them into subheadings. These subheadings should be precise, descriptive of the theme in question, and follow a logical progression.

- Now, under each subheading, record the main findings with respect to the theme in question, highlighting the reasons for and against an argument if they exist, and identify gaps and issues.

In order to comply with the second function of literature review i.e. *contextualising the findings of your study* - requires you to very systematically compare your findings with those made by others. Quote from these studies to show how your findings contradict, confirm or add to them. It places your findings in the context of what others have found out. This function is undertaken *when writing about your findings i.e. after analysis of your data.*

**THE BIBLIOGRAPHY**

The bibliography should give a clear, complete description of the sources that were used while preparing the report.

It is an alphabetical list as per the author’s surname.

**1. For a Book**

Surname of author, name or two initials, Title taken from title page-underlined or in italics, Edition (if more than one), volume if more than one, place of publication, publishers, date on title page or copyright date.

E.g. Kothari, C.R., *Research Methods-Methods and Techniques,*1989, New Delhi : Wiley Eastern Limited, 4835/24 Ansari Road, Daryaganj, New Delhi 110 006.

**Step 3 The Formulation of Objectives:**

- Objectives are the goals you set out to attain in your study.

- They inform a reader what you want to attain through the study.

- It is extremely important to word them clearly and specifically.

**Objectives Should be Listed under two Headings:**

a) Main objectives ( aims);

b) Sub-objectives.

• The *main objective* is an overall statement of the thrust of your study.

It is also a statement of the main associations and relationships that you seek to discover or establish.

• The *sub-objectives* are the specific aspects of the topic that you want to investigate within the main framework of your study.

- They should be numerically listed.

- Wording should clearly, completely and specifically communicate to your readers your intention.

- Each objective should contain only one aspect of the Study.

- Use action oriented words or verbs when writing objectives.

The objectives should start with words such as

‘to determine’,

‘to find out’,

‘to ascertain’,

‘to measure’,

‘to explore’ etc.

The wording of objectives determines the type of research (descriptive, correlational and experimental) and the type of research design you need to adopt to achieve them.

e.g.

**Descriptive studies:**

*-To describe the types of incentives provides by Hotel XYZ to employees in Mumbai.*

*-To find out the opinion of the employees about the medical facilities provided by five star hotels in Mumbai.*

**Correlational studies:**

-To ascertain the *impact of training* on *employee retention.*

*-To compare the effectiveness of different loyalty programmes on repeat clientele.*

**Hypothesis –testing studies:**

*-To ascertain if an increase in working hours* will *increase the incidence of drug/alcohol abuse.*

*-To demonstrate that the provision of company accommodation to employees in Mumbai hotels will reduce staff turnover.*