

LAIKIPIA

P.O. Box 1100-20300,
NYAHURURU,
KENYA



UNIVERSITY

TEL: +254-(0) 20 2588555;
Cell: +254 713-552761/ (0)736-299961
rec@laikipia.ac.ke; www.laikipia.ac.ke

**DIRECTORATE OF
RESEARCH EXTENSION AND CONSULTANCY
LAIKIPIA UNIVERSITY RESEARCH GUIDELINES
Annex III**

FINAL RESEARCH REPORT

Project Title:

Investigators:

1. _____
2. _____

Project Sponsor(s):

Report Date:

1.0 A research report should include the following headings:

1. Table of Contents
2. Abstract/Executive summary
3. Acknowledgements
4. Table of contents
5. List of figures
6. List of symbols
7. Introduction
8. Objectives
9. Literature review
10. Methodology
11. Experimental/Activity details
12. Results
13. Analysis and Discussion of the results (Achievement of planned objectives, constraints, Conclusions and Recommendations)
14. Comments on expenditure accounts
15. References/Bibliography
16. Tables
17. Plates
18. Figures
19. Appendices (e.g. original work schedules, original project budget, expenditure accounts, etc.)

Vision: A University for Valued Transformation of Society

Mission: To serve students and society through research, education, scholarship, training, outreach and consultancy

Laikipia University is ISO 9001:2008 Certified

Page 1



2.0: Report Format

1. All headings should be left justified.
2. Line spacing should be single and fonts should be 12 Times New Romans.
3. Margins should be 1.5 inches on the left and 1 inch on all other sides.
4. Typing should be on one side of the A4 page.
5. Format for quoting reference numbers in the text and references should be standard. American Citation APA Edition 6 is recommended. Any other standard that is recommended for certain professions could also be used.

