

## Practices and should be careful when writing research protocols

General research report writing. Researchers should take into account the various components of the research report which must be implemented according to the principles and at the same time should be careful in some matters. In order for the research report to be complete, as follows:

1. **Relevance.** Means writing a research report that the research must write that aims to answer the research problem, or the intended research objectives only, should not be written on irrelevant matters that do not answer the question of such research.

2. **Accuracy.** Another thing the researcher realizes is accuracy in writing the report, that is the written statements must not deviate from the facts, and should not write at all any conclusions and conclusions must be unbiased. It also includes the use of language in the correct way.

3. **Clarity.** The researcher should use good written language that conveys the reader's ability to easily understand, concise, straight to the point, not in a circle, with harmonious words that are continually related to each other. Avoid using vague words. Words with no meanings, slang, and abbreviations or acronyms.

4. **Consciousness.** The researcher should be wary of writing that is self-praising or is viewed as a personal matter which can be avoided by using the word "Researcher or research team instead of first person name or pronoun".

5. **Consistency.** Every chapter should be written in every chapter in the research report to be consistent and unified. It does not make the reader feel stumbled when reading until they think that the story they are reading is a different story from the one they read in the beginning. It's also not a good idea to write a form that combines various information together as if the research was made up of many things that are not connected at all.

6. **Consistency.** Means the regression of any word or statement that is mentioned many times. The researcher should be careful to use the same words or statements throughout the

story, including the use of punctuation marks. References for heading marks and symbols. This is to be consistent, orderly and beautiful.

**7. Significance.** Means the researcher's knowledge of what is important and which is the next important thing, and what are the by-products of the story by being able to present the content in order of importance and appropriateness of the story correctly. And write to the reader the most important points first and then write the next priority, so as not to cause confusion.

**8. Ethics.** Means that the statements contained in the research report are not in a way that causes damage or damages the reputation of the person or person involved. It also means not impersonating the opinions of others as your own. Whenever there is a mention of someone else's work and opinions, respect should be given to the owner of the work or the owner of that comment. As well as adhere to be honest with what you study and report results only based on the facts you find.

**In writing a research report, the following key points can be summarized**

**1. Writing a research report.** This is a step that the researcher takes after the data has been analyzed and the results have been interpreted. It is another important step. Because this is another step in which the researcher will present an important finding. This is because it is the process by which the researcher will present important findings from the research. Publish to users of research results or the public, especially the source for that research.

**2. Research report writing format.** It mainly consists of 3 components.

1) The introduction is the part that consists of the outer cover, in the back cover, and the title page of the abstract, acknowledgments, table of contents, table of figure (if any)

2) The content part. It is a part that can be divided into any number of chapters. But in writing a social science research report, most of it is divided into 5 chapters: introduction, related literature and study, research design, result of the study, summary conclusion and recommendations.

3) References. it is contain of abibliography, appendix and researcher's biography.

**3. How to write a research report.** In each element or each of the three parts mentioned above. There are specific rules and methods of writing, however, criteria and methods of writing such some organizations or institutions may have their own guidelines for researchers to use as the basis for writing research papers in a similar way.

**4. Precautions and practices for writing research reports.** Which the researcher should be aware of in order to make the research report complete, summarized as follows.

- 1) There are relevant to the point, focusing on answering the research problem.
- 2) Correct and not deviating from the facts found.
- 3) There is clarity in communicating the meaning, not ambiguity.
- 4) The researcher's self-comprehension without self-esteem.
- 5) Consistency in writing every chapter all episodes to be as one.
- 6) There is a consistent suggestion of using any word or any message.
- 7) It is important to prioritize the findings in order that the most important thing is in the first place to avoid confusion.
- 8) Have a researcher's ethics by adhering to be honest with what you study.

**Table Shows the Thesis Procedures of Graduate Student  
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No.	Steps	Related Forms	Other related Forms
1.	Student register for Thesis.		
2.	Prepare a Thesis idea outline.	ບງ.02,ບງ.03	
3.	Student request to appoint a Thesis advisory Committee.	ບງ.04	Scrutinise the qualifications of Co – advisors.(ບງ.14)
4.	Student request for the Thesis outline examination.	ບງ.05,ບງ.34	Scrutinise the qualifications of a qualified person or an advisors. (ບງ.14)
5.	Student submit revised Thesis outline.	ບງ.07	
6.	Students doing Thesis.	ບງ.09,ບງ.10	Change advisor (ບງ.06) Change name's Thesis (ບງ.06) Change date's examination (ບງ.15)
7.	Student request to take Proposal Examination.	ບງ.09,ບງ.34	Scrutinise the qualification of a qualified Peron. (ບງ.14)
8.	Student take the Thesis defense and revise them as scheduled.	ບງ.08	ບງ.18 Form of qualifications examination
9.	Student submit a complete Thesis	ບງ.12	

\*ບງ.(Graduate School, GS.)