

FYP Year 3

The Final Year Project (Year 3) for Year 3 involves compilation of a report based on published research into an area related to exercise/fitness/health/sport/leisure or similar domain. A proposal for approval must be submitted and approved prior to project commencement.

Proposal

The proposal for your FYP should contain a number of elements;

1. The research question or problem you are seeking to solve/improve your knowledge in the area.
2. This question or problem should not be just something you have loosely thought about. You need to have completed a considerable amount of reading and research into the area to narrow down a particular topic that you wish to research.
3. An aim and a list of objectives: -
 - a. Aims are statements of intent. They are usually written in broad terms. They set out what you hope to achieve at the end of the project.
 - b. Objectives should be **specific statements** that define measurable outcomes, e.g. what steps will be taken to achieve the desired outcome. When writing your objectives try to use strong positive statements
4. The proposal should be a maximum of 1,000 and a minimum of 800 words and should contain citations and references from the main authors who have conducted studies in the topic area.
5. Your course coordinator will provide you with the date by which the proposal must be submitted for approval

FYP Structure and Layout

1. Title Page

- a. The FYP Title
- b. Name of the University
- c. Your Student ID number and name
- d. Name of the Course/Programme
- e. Your Supervisors name
- f. The month and year of submission and finally the following text: "Submitted in part fulfilment of the requirements for the Diploma in Exercise and Health Fitness"

2. Declaration of Originality

- a. Place on a separate page; "I hereby declare that this project is entirely my own work other and that it has not been submitted for any academic award, or part thereof, at this or any other educational establishment"

Signed: Your name

3. Abstract

- a. A maximum of 300 words which provides a thorough summary of your research. It should provide the reader with a clear overview of exactly what you have investigated, how you investigated it, the overall conclusions you have reached, and the opportunities and/or issues for future research.

4. Acknowledgements (Optional)

- a. This section is used to thank any individuals that you wish to thank for supporting you through the FYP. (Can be family members, supervisor etc)

5. Table of Contents

- a. This will include the list of chapters and main headings and sub-headings in each chapter and their page numbers.
- b. Following this a list of all tables should be included. Each table will have a title and page number
- c. A list of figures will follow the tables. Figures include diagrams, flowcharts, organisational charts etc. Again, each figure should have a name and the relevant page number.
- d. Finally, a list of Appendices. Appendices will generally be named with a letter and a title. E.g. 'Appendix A List of resistance training equipment'

6. Chapter 1 Introduction

- a. Provide the reader with a broad view of the overall research /investigation that you will be covering in the next chapters
- b. Include the aim and specific objectives of your research.
- c. The research question- What exactly are you trying to learn from your reading should also be included.
- d. Gain the readers interest by showing the relevance of your work and the importance of it to everyday life.
- e. State the methods by which you conducted the research and sources you used. E.g. library catalogues, name the data bases, journals, textbooks etc, identify keywords used in your searches and the range of years searched

7. Chapter 2 Literature Review

- a. Introduction:
 - i. Explains the focus/purpose and importance of the study
 - ii. Identify any controversies or strong differences of opinion within the area of study
- b. Main Body
 - i. Generally, start broadly within the area and narrows to the main topic of your research.
 - ii. Please remember this is a Review of Literature. It is about you finding and reading articles and books relevant to the topic/research question. Your opinion doesn't matter and should not be included!
 - iii. It will be divided by Headings and Sub-headings that should follow a logical path.
 - iv. Each section should attempt to show studies that agree or disagree with each other and these should be used to argue against or agree with the research topic/question.
 - v. The identified studies are compared and contrasted.
 - vi. As the writer you need to be totally unbiased and write about what the research states and not what you think!
 - vii. Ensure you use the authors that represent the most recent and important contributions to the topic area.
 - viii. The last sentence or two of each section should lead the reader into the next section so that it 'flows' well. Avoid sudden changes of direction that leaves reader confused and lead to an incoherent document.
 - ix. As the main body comes to a close the last few sections should be totally focused on your main research topic.
- c. Conclusion
 - i. Effectively summarise the main findings from the main body

- ii. Suggest any practical applications of what you have discovered
- iii. Suggest specific recommendations for future areas of study

8. List of References

- a. Ensure you keep a list of all references, papers you have read etc as you proceed through the project.
- b. Use Cite it Right as your guide for formatting the reference list. Adhere to the guidelines carefully in terms of:
 - i. Correct layout
 - ii. Formatting of references for journal articles, text books should be impeccable
 - iii. Go back though the citations in the previous chapters and ensure all are in the correct format and included in the references.

Tips for writing

1. Get it into your head that it may be difficult to find relevant articles, books etc. Many students make the mistake of thinking they should be writing from day 1. Writing may well not take place for a month!
2. You also need to accept that this is a long-term piece of work to be completed over 3-4 months, accept this, break it into manageable chunks, set deadlines for each section and adhere to the deadlines agreed with your supervisor.
3. It's normal to spend a couple of hours either in the library or on-line and not find very much relevant to your topic. Don't stress out over this everyone is the same!
4. Use a filing system to help you. Whatever suits you. It can be digital folders, cardboard folders or a combination of both. Place all articles covering similar topics together.
5. Research articles are not an easy read and are not meant to be read like a good thriller! Read through the abstract, see if it could be relevant. If not move to next one! If relevant, speed read the remainder highlighting important areas as you read. Then go back and read it again. Take notes to help.
6. Following a lot of reading you the project should begin to take shape in your mind. At this stage start thinking about what the main headings will be. Within those main headings will be sub headings that should be used to break up the larger headings into manageable 'chunks' providing the reader with a logical layout. Your sub headings should always relate to your Heading within which it sits. This will help provide your document with a logical flow and coherency.
7. Each section should end with a sentence or two that leads the reader into the next section in a logical manner.

8. Your first attempt should only be a draft. This will change as you read more and it's easier to change things when you have them written rather than trying to change a blank page!
9. Read sentences aloud to check if they need commas or require fragmentation.
10. Always, always, always get a couple of friends or colleagues to proof-read your project. They should be looking for typos, spelling errors and how it reads. If they get lost and can't follow your logic, then more than likely the corrector won't be able either!
11. Take the advice of your in-class supervisors. They have read through many projects and advised many students, they will put you right!