MEMORANDUM FOR THE SECOND TUTORIAL LETTER
FIRST SEMESTER 2019

RESEARCH METHODOLOGY

RME 410S

13 May 2019

Mrs. I. Manuel
Dear Student,

I would like to take this opportunity to congratulate you on the completion and submission of your second assignment on Research Methodology. I strongly believe that you have had a rewarding experience so far about this course.

This feedback tutorial letter provides me with the opportunity to dialogue with you and advise you on your performance on this second assignment. I hope this will reinforce your learning on what has been covered in this marked assignment while offering you constructive suggestions as you go towards the completion of this course. I therefore advise you to read and attempt to understand the content of this feedback tutorial letter. I have provided comments and hints on the expected quality of responses for each question.

General observations

I would like to take this opportunity to congratulate you on the completion and submission of your second assignment on Research Methodology. I strongly believe that you have had a rewarding experience so far about this course.

This feedback tutorial letter provides me with the opportunity to dialogue with you and advise you on your performance on this second assignment. I hope this will reinforce your learning on what has been covered in this marked assignment while offering you constructive suggestions as you go towards the completion of this course. I therefore advise you to read and attempt to understand the content of this feedback tutorial letter. This assignment was and is supposed to be your chapter one (1) of the research project but for majority of you, it needs to be revised and relook if you consider continuing with the same research topic.

Below are some few general observations that I think majority of you do not bother to read and thus the obvious spelling and grammar mistakes, no
referencing and yet making bold statements. Students I am here to assist you and yet apart from a few, you do not contact me, and I am unable to assist you. I did my part to ensure that you have all the necessary tools and resources and thus the onus is now on you to bring your part. Thus, please read the comments below as it will not only assist you in the writing of your research project but any other academic paper that you will have to write.

There are several important points that you need to take into consideration such as:

- **Proper language usage:** there were a few grammatical mistakes that I noted in your submissions. In some cases, some of you were using long and winding sentences which made it difficult for me to read and comprehend the gist of the matter. I encourage you to proof read your work and use short sentences.

- It is expected that any student on this level should be able to apply their theoretical knowledge gained from books to practical situations and not quote theory verbatim and expect to earn marks – but this still happens.

- **Use of sources:** Where you cite any references, remember to acknowledge them very well in your list of bibliography. The Namibia University of Science and Technology makes use of the APA Style of referencing and this is highly recommended. Most of you neglected this component. Several instances were observed where in-text references lacked; instances of references mentioned in-text but not acknowledged in the bibliography were observed; Most of you did not make use of the APA style of referencing.
I cannot stress the importance of referencing enough, as in the academy referencing is a requirement that is non-negotiable. Referencing gives credit to authors who have been consulted, but it also keeps you safe from possible charges of plagiarism. A further reason for proper referencing is that it allows the reader of your work to find sources with minimum difficulty for verification or to follow leads. I will strongly recommend that you familiarize yourself with the APA referencing style, as many of you lost marks due to the non-compliance to this requirement. In my previous communication to you, I showed you how to do APA referencing on Microsoft word an easier way and yet some of you did not adhere to this and referenced in a way that is not acceptable by the Namibia University of Science and Technology.

Also, direct copying from the internet was noted, clearly this is not allowed as it is the same as plagiarism and is a serious academic crime; it is not different from theft.

Another aspect which came out during this assignment is the fact that students have used other people’s work and made it their own. This practice is not encouraged and those students who are guilty with this practice, a note has been written on your assignment “that should you feel the lecturer is wrong you will be given the opportunity to defend your proposal in front of a panel determined by the department. Students it is of no use you use another person’s assignment or get someone to complete your work as it will not benefit you as the student, but rather set you up for failure thus please refrain from doing this.
Assignment two: Feedback

You were required to identify a researchable topic in the tourism and hospitality industry and draw up a proposal based on it. I will only highlight what was expected in each sub topic and based on this please see whether your assignment fulfilled this.

1. Background to the problem – the student was required here to give a brief description as to what lead to this topic being researched and what the topic is about.

2. Problem definition – a clear definition or description what the topic is about.

3. Research objectives – are objectives that you want to achieve through your research, take note in terms of research and not on the organization that is used as a case study.

4. Research questions – these are the questions that must help you to get started on your research and it is should give a clear picture what you want to find out through your research.

5. Significance of the study – why this study is worth doing.

6. Research design – what approach you will use for your study which is either quantitative or qualititative approach.

7. Limitations – what factor limit the successful completion of the study.

8. Delimitations – why your study is limited to a specific topic/ area of study.

9. Methods of data collection – instruments that will be used in your study for collection of information for the study being done.

10. Literature review – here you must demonstrate that you have mastered your topic and it is much more than just a summary of relevant literature that you have read.

11. Conclusion – to conclude your research with a brief summary of everything.
12. References – important to note all sources that were used while doing your study.

This is basically just guidelines as to what was expected on your proposal, I would encourage you to read extensively in order to be able to proceed to your final project and start today, as research is not done in a hurry but over a period of time to do a good and well thought out paper. To be successful in any type of research, you need to read and read extensively. Please guys take my advice to mind and start now already with your research project. Please also work with your assigned supervisor already as the final project is due end of October 2019 and I encourage you to submit during this period so that if there is any concerns there is a chance to resubmit.

Thank you for those who have done tremendous effort in the completion of the second assignment.

I hope this feedback will assist you to identify your weak areas and work on them diligently while building on your strengths. I encourage you to take note of this advice as you prepare for the examination. If you have any queries do not hesitate to contact me.

I wish you the best of luck for the examination!!!!!!!!!!!!

Good luck!!!!!!!