



QUICK SERVICES

The Research Student's Field Guide

From topic to viva, step by step

FREE EDITION

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Welcome

This guide walks you from your first idea to your final defense. Each chapter gives you what to do and the tools to do it.

Our promise. You stay the author of your work. This guide teaches the process; it is not a service for writing submissions, and nothing here helps avoid plagiarism or AI-detection checks. Real research, honestly reported, is the fastest way to a result you can defend.

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You are reading the free edition

Each chapter ends with a section that is available in the full edition: worksheets, templates, SPSS steps and a viva question bank. Message M. Yousaf on WhatsApp to get it.

CHAPTER 01

Choose a topic you can actually finish

Most thesis problems begin with a topic that is too big. Test every idea against three questions before you commit.

- **Answerable:** can data or evidence settle it, rather than just opinion?
- **Measurable:** can you name the variables or themes you would collect?
- **Doable:** can you finish it with your time, access and budget?

Narrow it step by step

Hospitals > operating theatres in private hospitals > waste segregation compliance in operating theatres of private hospitals in one city.

Continues in the full edition

Topic scoring worksheet and a one-page template for pitching your topic to your supervisor

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CHAPTER 02

Turn it into a clear research question

A good question names who, what and how you will compare or describe. Use these frames and fill in the blanks.

- **Comparison:** Does [factor] differ between [group A] and [group B]?
- **Relationship:** Is [variable 1] related to [variable 2] among [population]?
- **Description:** How common is [condition] among [population]?

Keep objectives matched

Every objective needs a matching method and a matching result. If one has no match, rewrite it or remove it.

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Objective, hypothesis and test alignment matrix you can fill in on one page

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CHAPTER 03

Search the literature properly

Do not start with a general search engine and stop at page one. Search databases with a plan and keep a log.

- **Where:** Crossref and OpenAlex for broad coverage, PubMed for health, arXiv for computing and physics.
- **How:** combine ideas with AND, synonyms with OR, and exact phrases in quotes.
- **Screen:** title first, then abstract, then full text.

Check every source

Open the real paper and confirm the DOI, authors and year before you cite it. Never cite something you have not seen.

Continues in the full edition

Search log template and a reference-manager setup that avoids duplicate and broken citations

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CHAPTER 04

Pick a design and a sample

Your question decides your method, not the other way around.

- **Quantitative:** numbers and statistical tests, best for comparing and measuring.
- **Qualitative:** interviews and themes, best for meaning and experience.
- **Mixed:** both, only when each answers a different part of the question.

Do not guess your sample size

Sample size depends on the test, the effect you expect and your tolerance for error. Free tools such as G*Power can calculate it, but you must justify the inputs.

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Worked sample-size walkthrough, and ethics-approval checklist for surveys and patient-related data

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CHAPTER 05

Analyse your data without panic

Before any test, clean the data. Most wrong results come from messy data, not hard statistics.

- **Code it:** check every variable has labels and the right type.
- **Missing:** count it, decide how to handle it, and say so.
- **Outliers:** look at plots first; never delete a value just because it is inconvenient.
- **Assumptions:** check normality and spread before parametric tests.

Then pick the test

Match the test to your question and the type of data, and always explain why it fits.

Continues in the full edition

SPSS menu-by-menu steps for each common test, plus ready-to-adapt wording for your results tables

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CHAPTER 06

Write, cite and format cleanly

Structure carries the reader. For most empirical papers, follow IMRaD: Introduction, Methods, Results and Discussion.

- **Paraphrase honestly:** restate the idea in your own structure and still cite the source.
- **Stay consistent:** one citation style, applied everywhere.
- **Match the template:** margins, headings, tables and figure captions.

Write the abstract last

An abstract summarises what you actually found, so write it after the results are final.

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Chapter-by-chapter writing checklist and a style sheet for APA, Harvard, Vancouver or IEEE

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CHAPTER 07

Prepare for your viva

Examiners rarely try to trick you. They test whether you understand your own work.

- **Why this method?** link it back to your question.
- **What are the limits?** name them calmly before they do.
- **What does it add?** state your contribution in two sentences.

Practice out loud

Answer each likely question in three parts: a direct answer, the reason, and an example from your own study.

Continues in the full edition

A bank of likely committee questions with answer structures, and a mock-viva session with feedback

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Where to go from here

A guide can show you the way, but your topic, data and deadline are your own. If you want a second pair of eyes, M. Yousaf offers editing, SPSS and SmartPLS support, methodology coaching, literature search training and viva preparation, always on your own work.

- WhatsApp: +92 329 6646824
- Email: quickservices489@gmail.com
- Free consultation: send your topic, guidelines or draft and get a quote before any work starts.