



## SAMPLE ACTIVITIES

### INTRODUCTION

It is also important for you to complete the activities that are provided throughout the workbook. These activities are designed to help you start to apply your learning and prepare you for your final Unit assessment.

This section is designed to help you access the activities included within the workbook. It looks at each of the activities and aims to help you generate your answers by suggesting ways to complete the different activities. The information provided for each activity aims to help you create your answer by recommending a structure and possible approach, linked to the content of the learning programme.

It is recommended that you consider the information provided in this document before undertaking the activities themselves. Discussions with your tutor regarding the activities are also recommended before you initiate the work.

## SECTION 1

### ACTIVITY — RESEARCH QUESTIONS

<b>Activity</b>	Decide on the research questions you need to develop and investigate so as to answer the following.  ‘Determine the environmental impact associated with a project to develop a new road.’
<b>Suggested approach</b>	This activity will help you to develop your research strategy in order to solve or investigate a problem. Your questions should cover the following: <ul style="list-style-type: none"> <li>• the research topic</li> <li>• the research focus</li> <li>• the main objective of the research</li> <li>• if there are any other objectives that need to be covered</li> </ul> Remember, research questions must be realistic; don't be over ambitious.

### ACTIVITY — PROJECT PREPARATION

<b>Activity</b>	In the section above, we have provided a background so that you should be able to prepare your research project. Take some time now to reflect on the content of the section. Use what you have learnt to develop your approach in order to prepare and plan a research proposal. You may like to base your proposal on the organisation you work for or one that you are familiar with.  You should provide an overview and explanation of your planned research and introduce the different methods that you have used to identify your purpose, your research question and your research objectives.
<b>Suggested approach</b>	This activity will help you to identify your research project and develop your focus of research in order to solve or investigate a problem. You should use the techniques of SMART or MARST in relation to the identification of purpose, research question and research objectives.

### ACTIVITY — PITFALLS

<p><b>Activity</b></p>	<p>It is important for you to identify possible pitfalls in respect to your planned research. Take some time to think of the possible pitfalls, their effects and the actions you can take to minimise their impact.</p>
<p><b>Suggested approach</b></p>	<p>This activity has been designed to encourage you to reflect upon any pitfalls you may come across when conducting your research. You should consider what you are planning to do in the widest of terms to identify all the possible pitfalls associated with your planned research. It may help to do the following:</p> <ul style="list-style-type: none"> <li>• Talk to colleagues and other members of your course to establish whether they have come across pitfalls which could have been avoided during research</li> <li>• Use the information gathered, together with information from Section 1.5.4, to inform your project planning</li> </ul> <p>As part of your project planning you should write a summary of the pitfalls you have identified in relation to your research project and also what you are going to do to avoid them.</p>

**ACTIVITY — RESEARCH PROPOSAL**

<p><b>Activity</b></p>	<p>Develop your research proposal based on what you have covered in this section of the workbook and using the SQA approach as a template.</p>
<p><b>Suggested approach</b></p>	<p>This activity has been designed to enable you to make a start on your own research proposal which will form the basis of your assessment work for the Management: Research Unit. It is designed to help you bring together the various parts of this section. Remember that it will be a first draft and that it is likely that you will make changes to it as your thinking develops. So, don't worry if you think things are a little vague — if this exercise helps you to realise what further work you need to do, it will have been very worthwhile. It may help you to clarify exactly what topic you wish to research. Perhaps you could begin this activity by speaking to people who might have an interest in what you intend to research, such as your line manager, colleagues at work, customers or other stakeholders. Once you have got a draft of your research proposal you may like to discuss it with your supervisor and get some feedback on it. You may find it helpful to bear the following in mind:</p> <ul style="list-style-type: none"> <li>• Title — at this stage this is likely to be a working title which helps you to focus on what you're going to do; it can also give you a useful shorthand to explain your project to others. It is not set in stone and you can easily change it if you wish</li> <li>• Management Research Objectives — you've already considered SMART objectives but this is an opportunity to really think about them for your own project as they will be the aims of your research. Try to focus on a small number of objectives as too many can become unmanageable — again you can always review them later if you wish</li> <li>• Rationale — in some ways you may find it easiest to begin with this as it is about your reasons for doing the project. It may help to write them down together with what you hope will be the end result. This may help you check whether your objectives are likely to be valid</li> </ul>

## SECTION 2

### ACTIVITY— QUANTITATIVE DATA

<b>Activity</b>	It is important for you to recognise the full potential of quantitative data as a way of supporting research projects. Take time to review two different research projects to gain an appreciation of how quantitative data was used to support the research. Write a report describing your findings.
<b>Suggested approach</b>	This activity has been designed to encourage you to learn more about how quantitative data is used in research projects. Your report should include the following: <ul style="list-style-type: none"><li>• a brief overview of the project</li><li>• a description of the questions that the research project is trying to answer</li><li>• a description of the research methodology chosen</li><li>• a description of how quantitative research methods were carried out</li><li>• a description of how the quantitative data was collected</li><li>• a description of how the quantitative data was interpreted and used to draw conclusions</li></ul>

### ACTIVITY — QUALITATIVE DATA

<b>Activity</b>	It is important for you to recognise the full potential of qualitative data as a way of supporting research projects. Take time to review two different research projects to gain an appreciation of how qualitative data is used to support the research. Write a report describing your findings.
<b>Suggested approach</b>	<p>This activity has been designed to encourage you to learn more about how qualitative data is used in research projects. Your report should include the following:</p> <ul style="list-style-type: none"> <li>• a brief overview of the project</li> <li>• a description of the questions that the research project is trying to answer</li> <li>• a description of the research methodology chosen</li> <li>• a description of how qualitative research methods were carried out</li> <li>• a description of how the qualitative data was collected</li> <li>• a description of how the qualitative data was interpreted and used to draw conclusions</li> </ul>

### ACTIVITY — RESEARCH METHODOLOGY

<b>Activity</b>	Develop your research proposal based on what you have covered in Sections 1 and 2 of the workbook, using the SQA approach as a template. This proposal will form the base of the research project you will need to have carried out in order to complete the Unit.
<b>Suggested approach</b>	This activity has been designed to help you develop your understanding of research methodology. SQA recommends an approach which is outlined in the workbook. Use this approach to form the basis of your research proposal.

## SECTION 3

### ACTIVITY — RESEARCH PROJECT IMPLEMENTATION

<b>Activity</b>	This final activity requires that you take account of everything in this workbook and implement your research proposal in full. You should present your findings in the form described in Section 3.8.3.
<b>Suggested approach</b>	Follow the guidance given and good luck with your project!