

LINCOLN UNIVERSITY
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MBA RESEARCH PROJECT (BA 399) CONFIRMATION FORM

STUDENT NAME (first, last)	STUDENT I.D. NUMBER
TELEPHONE	E-MAIL
CONCENTRATION	CURRENT TERM (Fall, Spring, Summer/yyyy)
CURRENT CUMULATIVE GPA	EXPECTED GRADUATION TERM (Fall, Spring, Summer/yyyy)
AREA OF RESEARCH	PROPOSED ADVISOR

1. TITLE AND BRIEF DESCRIPTION OF PROJECT

2. NAME OF PROPOSED PROJECT ADVISOR

Advisors for the MBA Research Projects (BA 399) should be selected from the university MBA faculty available for the term (see catalog or website). If you wish to select another adviser who is not listed in the university MBA faculty, please provide his or her resume for the approval by the Lincoln University Chief Academic Officer. If you cannot select an advisor or the person selected by you is not available, please consult the Program Director or the Chief Academic Officer. Please get a printed synopsis of the Research Project requirements from the Admissions and Records Office. If you decide to change your advisor or switch from BA 399 to BA 398, you need to register again and get approval from the Chief Academic Officer.

3. STUDENT'S SIGNATURE

(student's signature and date)

4. I AGREE TO ADVISE AND GRADE THE PROJECT.

(advisor's signature and date)

5. ARE YOU CHANGING YOUR ADVISOR OR TOPIC? ____ YES ____ NO

If "NO", please get your advisor's signature (#4), and submit this form to the Program Director or the Chief Academic Officer.

If "YES", please schedule an appointment for approval of change(s) to your selected advisor and/or title of the project, fill in this form, get the necessary signatures (#4 and #5b), and then submit this form to the Program Director or the Chief Academic Officer.

a. WHO IS YOUR CURRENT ADVISOR OR REVIEWER AND WHY DO YOU INTEND TO SWITCH ADVISORS/REVIEWERS?

b. I AGREE TO RELEASE THE STUDENT TO ANOTHER ADVISOR.

(signature and date)

c. I DO NOT AGREE TO RELEASE THE STUDENT TO ANOTHER ADVISOR. (Please explain.)

(signature and date)

COMMENTS / REMARKS:

APPROVED BY THE PROGRAM DIRECTOR OR THE CHIEF ACADEMIC OFFICER

(signature and date)

MEMORANDUM

To: All Students Enrolling in BA 399

From: Dr. Marshall J. Burak, Director of Graduate Programs

Subject: BA 399 Activity; Process and Notes

Be certain first that you have completed BA 306 – Business Research Methodology; this course must be completed before the semester in which you enroll in BA 399 and before beginning the MBA Research Project.

Also, be sure to read the *MBA Thesis Manual* for step-by-step guidelines on writing a BA 399 paper. The manual is available for download (pdf) from the LU website:

<http://www.lincolnuca.edu/studentlife/researchassist>

Unless a professor indicates otherwise, students should use APA Style (www.apastyle.org) for citing references and formatting his or her thesis.

- A) After determining who your project advisor is, it is necessary to meet with him or her and arrange for a research topic suitable to your interests. **DO NOT DO THIS ALONE:** you must do this with your advisor, benefiting from his/her assistance and approval.

It is expected and you should, all during this “research” semester, be in frequent contact with your advisor, meeting at least once every two weeks. E-mails and telephone discussions are useful, but your written progress should be seen by your advisor and such work discussed face-to-face, as you both examine written materials.

The research does not have to test hypotheses; it can be exploratory or normative research, or it can be descriptive. It must, however, follow the topical sequence set forth in part “C” below. And it should involve a comparison of some sort.

Any departure from this firm requirement must be approved by your advisor and by the Program Director, preferably early in the semester.

- B) You will next have to compose an Outline based on the sequence listed in part C below. Your advisor can assist you on this, as it will represent your full plan for completing the Research Project. At this point in your progress, a copy of this Outline must be given to the Program Director.
- C) Listed below is the sequence which all Research Projects must follow, regardless of field of study, and which will form the basis of your Outline, each one standing as a separate section or chapter of your research report:

- I. Introduction
 - a. Statement of the Problem
 - b. Purpose of the Study
 - c. Delimitations (not “limitations”)
 - d. Definitions of Terms
- II. Review of Literature (Studies, other related research, parts of journal or newspaper articles, parts of books, etc., which relate to your research topic)
- III. Research Design, with supporting rationale (Any questionnaire form would be included here)
- IV. Collection of the Data
- V. Report of Findings (only). Comparisons shown here
- VI. Analysis of Findings. Comparisons evaluated here only
- VII. Conclusions (And Recommendations, if desired)
- VIII. Bibliography (This would also include references of newspaper articles, dates of telephone or personal conversations with subjects and/or relevant experts, etc.)
- IX. Appendix (Maps, charts, diagrams, reprinted copies of relevant articles from newspapers, books, etc.)

All students should know this sequence and its importance from having studied it in BA 306. Skipping or avoiding the sequence, or ignoring parts of it in the report’s final form on the day of presentation will result in the presentation being only a “presentation” and not a defense of research. No grade will be given until the work is re-written according to the above sequence.

- D) Once a thesis has been accepted by an advisor, the advisor will email it to LU Library. The library will then submit the paper to www.turnitin.com, which will process it and produce an “Originality Report”. Before giving final approval, the advising professor will review the Originality Report to confirm that the content is original or has been properly cited.
- E) Upon final approval, the advising professor is to arrange the presentation date with the Records Office. Inform the Records Office at least **two weeks** prior to the date you want to present your research. If much delay occurs, the effort can be continued on into a succeeding semester by registering then for one credit hour.
- F) When your presentation schedule is arranged, you will have to prepare a total of **seven copies** of your Research Project report (thesis) of the final version; **five of them should be submitted to the Records Office as soon as possible**, and bring the other two copies on your presentation day.
- G) Upon passing the thesis defense, you are responsible for providing LU Library with two hard copies and an **electronic copy** (via email, CD or flash drive) of your thesis for archival purposes.

BA399 – MBA Research Project

List of 15 Recent BA399 Titles Added to the LU Library Theses Collection

1. The ways of improving snack products manufacturing process in Thailand: A case study of Mae-Ruay Snack Food Factory co., Ltd
Author: Arunwattanachok, Paiboon
Call #: BA399 2011 Arunwattanachok
2. Modification of Markowitz's portfolio optimization theory for asymmetric time-shift correlations
Author: Kuekulsatsanakit, Weerapong
Call #: BA399 2011 Kuekulsatsanakit
3. A research on implementation of directives issued by Nepalese Central Bank: Comparative study of two commercial banks (Nepal Bangladesh Bank Limited and Nepal SBI Bank Limited) with respect to capital adequacy, loan classification and provisioning
Author: Poudyal, Uttama Raaj
Call #: BA399 2011 Poudyal
4. "Healthy House" healthy food restaurant in Thailand
Author: Tangmanuswong, Montatip
Call #: BA399 2011 Tangmanuswong
5. Comparative analysis of China and India in auto industry: Which country has a better chance in the U.S. Market?
Author: Ulkutekin, Ahmet Eren
Call #: BA399 2011 Ulkutekin
6. A business plan for convenience store in Thailand
Author: Wanichdee, Nattapon
Call #: BA399 2011 Wanichdee
7. Building and leading a high performance team
Author: Belgore, Isiaka Olarongbe
Call #: BA399 2010 Belgore
8. A business plan for new student recruiting company in Sri Lanka
Author: Hennadige, Gayan P.R. Juwana
Call #: BA399 2010 Hennadige

9. Barriers for e-commerce and its competitive business model in Nepal
Author: Kadel, Pukar
Call #: BA399 2010 Kadel
10. A comparative analysis of competitiveness in the Turkish paper-carton industry difficulties and solutions
Author: Kemal, Mehmet
Call #: BA399 2010 Kemal
11. An analysis of the logistic cost inside electrical power networks resulting from the breaking up of the electric power monopoly and subsequent low price bidding
Author: Lee, Sang-Joong
Call #: BA399 2010 Lee
12. Business plan for Asian noodle restaurant in San Francisco, California
Author: Pongpitakkul, Praepan
Call #: BA399 2010 Pongpitakkul
13. Stock market trading strategies based on trend analysis
Author: Thepphanakit, Duangkamon
Call #: BA399 2010 Thepphanakit
14. A business plan for baths & spa in San Francisco
Author: Vekil, Vekilov
Call #: BA399 2010 Vekilov
15. Enterprise resource planning (ERP) in human resource management
Author: Voora, Sirisha
Call #: BA399 2010 Voora