**RAKMHSU-HEC Review Template**

**Review Date: ----------------------------**

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| --- | --- |
| **Proposal review category:** | **Exempt, expedite, full** |
| **Proposal Title:** |  |
| **Proposal Number:**  |  |
| **Reviewer Name (Optional):** |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  Main reviewer comments |  Other reviewers |
|  |  **Originality:**- *Is this research original?**- Does it add new knowledge?* |  |  |
|  |  **Language & Grammar:**- *Are they acceptable?**- Do they need major revision?* |  |  |
|  |  **Quality:***- Is the correct research template used?**- Comment on typographical errors, contents …etc.* |  |  |
|  |  **Title:** - *Is it appropriate?**- Does it describe the research subject?* |  |  |
|  |  **Background**:*- Does it contain relevant scientific information that is referenced?**- Is the provided information adequate and updated?* |  |  |
|  |  **Problem statement & Rationale***- Does the researcher explain why the proposed study is important?* |  |  |
|  |  **Research Question/ Aim & Objectives***- Is the research question Original, specific, strong and focused?**- Are the objectives S.M.A.R.T.?* |  |  |
|  |  **Methodology**:  |  |
|  | 1. **Study design**

*- Is it described? Is it suitable?* |  |  |
|  | 1. **Study setting**

*- Is it described? Is it suitable?* |  |  |
|  | 1. **Study Duration**

*- Is it described? Is it suitable?* |  |  |
|  | 1. **Study Population**

*- Are the participants relevant for this study?**- Are the inclusion & exclusion criteria correctly described?* |  |  |
|  | 1. **Sampling method**:

*- Is the type of sample/ sampling method well described?**- Is there any calculation of sample size?* |  |  |
|  | 1. **Data collection procedure**:

*- Are the research instruments (questionnaire, data collection forms) described?**- Are the detail of research procedures (tests, experiments) described?* |  |  |
|  | 1. **Proposed data analysis**:

*- Are the detail of data processing, statistical tests, and methods of results reporting described?* |  |  |
|  | 1. **Limitations/ expected challenges**

*- Are they described/ relevant?*  |  |  |
|  | 1. **Ethical considerations**

*- Is there any risk for participants?**- Is a consent form provided, and contains adequate information about the research?**- Is there any conflict of interest?* |  |  |
|  | **References***- Does the researcher provide recent references for all statements that are not of common knowledge?**- Is the researcher following appropriate format?**- Are all references in the list matching with the citations in the text?* |  |  |
|  | **Budget**  |  |  |
|  | **Appendices:****-**The questionnaire is available- Consent form is available |  |  |
|  | **Declaration of ethical compliance is stated.** |  |  |
|  | **Is RAK REC approval needed?** |  |  |
|  | **Does the Office of Institutional Effectiveness, Quality Assurance & Accreditation need to be informed of the research?** *This includes:** *Studies related to institutional effectiveness*
* *Studies related to academic curriculum/ Examinations*
* *Studies relating to quality assurance and accreditation*
 |  |  |
| **Final comment** |  |  |