

THE STEPS OF WRITING A GRADUATE THESIS

CHIEF OF EDITOR

Prof Dr Zulkiffle Bin Mohamed

CO EDITOR

Prof Dr Benjamin Chan Yin Fah

AUTHORS

Asst Prof Dr Hemaloshinee Vasudevan,

Assoc Prof Dr Cheok Mui Yee &

Dr Anusuiya Subramaniam



**PUBLISHED BY:
UNIVERSITI TUN ABDUL RAZAK (UNIRAZAK)
KUALA LUMPUR
2023**

© UNIRAZAK. ALL RIGHTS RESERVED

ISBN 978-967-2274-24-7



No part of this publication may be reproduced, stored in a retrieval system, or transmitted in any form or by any means, electronic, mechanical, photocopying, recording or otherwise, for the purpose other than contract requirement, without prior written permission of UNIRAZAK.

Chief of Editor Biography



Prof. Dr. Zulkifflee Mohamed has served in the higher education sector for the last 25 years and during this period, he has been actively involved in teaching, research, and administration. He has gathered vast experience from the lowest position in Universiti Teknologi Malaysia (UTM) as a part time assistant lecturer (tutor) up to the present position as a full Professor at Bank Rakyat School of Business & Entrepreneurship (BRSBE), Universiti Tun Abdul Razak (UNIRAZAK). Prof. Dr. Zulkifflee primary research areas of interest include corporate governance, auditing, financial accounting and reporting, corporate social responsibility (CSR), accounting information systems (AIS), banking, finance, business, management, entrepreneurship, and education.

He actively presents papers and publishes numerous articles in the national, regional, and international journals and conferences. Prof. Dr. Zulkifflee is the author of several books including Internal Audit Practices in Malaysia and Cost Accounting for Services Industries. Together with his BRSBE team, Prof. Dr. Zulkifflee has successfully made UNIRAZAK as the first private university in Malaysia that won the Ministry of Higher Education (MOHE) National Institutional Award for “Entrepreneurial Private University of the Year 2015”.

In addition, Prof. Dr. Zulkifflee is a Fellow and Divisional Council member of CPA Australia as Certified Practicing Accountant, Fellow member of Institute of Public Accountants (FIPA-Australia), Fellow member of Institute Financial Accountant (UK), Member of The Chartered Institute of Public Finance & Accounting (UK) as Chartered Public Finance Accountants (CPFA), Special Interests Group member (audit & assurance) of Accounting and Finance Association of Australia and New Zealand (AFAANZ), member of Malaysian Institute of Accountants (MIA) as Chartered Accountant and member of Public Sector Accounting Committee (PSAC), member of The Malaysian Institute of Certificate Public Accountants (MICPA) as Certified Financial Accountant (CFiA) and member of Institute of Internal Auditors Malaysia (IIAM) as Chartered & Professional Internal Auditors. Prof. Dr. Zulkifflee also a panel member for two accreditation bodies known as Finance Accreditation Agency (FAA) Malaysia and Malaysian Qualification Agency (MQA). Latest recognition, Prof. Dr. Zulkifflee has been appointed as SMEs Facilitation Panel at Malaysian Industrial Development Finance Berhad (MIDF) and as Academic Advisory Board Member at Putra Business School (PBS), Universiti Putra Malaysia (UPM) and Open University Malaysia (OUM).

Co-Editor Biography



Professor Benjamin Chan is Dean of Razak Graduate School. He is also an Adjunct Professor of University of Cyberjaya (Based in Cyberjaya, Malaysia) and Carlton College (Based in Macau, China), Chief Editor for the International Journal of Management, Accounting, Governance and Education (IMAGE), Editorial Board for Asia Journal of Management, Standard Development Technical Committee of Standard Malaysia and Subject Matter Expert for The Development of HRD Corp Industrial Skills Framework (Indsf). He graduated from Universiti Putra Malaysia with a Bachelor of Human Development, a Master of Human Development, and a Ph.D. in Gerontology. Prof Benjamin Chan has published over 100 journal articles in refereed journals. His research focuses on social gerontology and economics.

His teaching is in the areas of social gerontology and organizational change management. Prior to joining Razak Graduate School, he was an Associate Professor at Asia Pacific University of Technology and Innovation - APU (2014-2020). He was the founding Chairman of the APU Center of Excellence in Socioeconomics of Aging. He also founded APU's first in-house journal, The Electronic Journal of Business and Management.

Prof Benjamin was also involved with the non-profit organisation. He served as Honorary Secretary of the Malaysian Gerontological Association from 2016 to 2020 and is currently the Deputy President. He has given numerous national and international presentations and has worked as an external examiner for PhD and MSc students. Prof Benjamin Chan can be contacted at benjamin_chan@unirazak.edu.my.

Authors' Biography



*D*r Hemaloshinee Vasudevan had received her PhD in Generic and major in Organizational Behaviour from University of Technology Malaysia (UTM). She is currently a faculty member at UNIRAZAK. She had 16 years' experience in education line and 2 ½ years in the industrial field. She had published a various journal in the business and management field. However, she also has experienced in reviewing journal and become an associate editor at international journal more than 5 years.

She has published many articles, including research papers, review papers, and narrative case studies on platforms like International, National journals, Scopus, and Web of Science. She is therefore interested in performing research in various areas, as evidenced by her total citations (h-index:16; i10 index:12) in Google Scholar, ResearchGate, and Semantic Scholar. Her areas of interest include marketing, artificial intelligence, training, organizational behaviour, sociology, criminology, and business management.



*D*r. Cheok Mui Yee, PhD, ACMA & CGMA, is a Chartered Accountant registered with Malaysian Institute of Accountants (MIA) and a member at Chartered Institute of Management Accountants (CIMA). She is a trainer for Chartered Institute of Management Accountants (CIMA), who is specialised in analysing case studies at Management and Strategic levels. Accompanying her experience as a Financial Controller for a manufacturing company for 12 years, she started her involvement in education industry, and she has been in the academic field for 15 years. She is currently an Associate Professor at Universiti Tun Abdul Razak. Her publications include journal indexed in Scopus in Accounting, Management and Marketing.



*D*r Anusuiya Subramaniam is a Senior Lecturer at School of Business & Economics, Universiti Putra Malaysia (UPM). Her research interests include human resource development, work and organisational psychology, leadership and management. She also portrays the role as the Editorial Board Member/Associate Editor for BMC Health Services Research, an ISI journal. *She is also a Certified Professional Trainer from the Malaysian Institute of Management (MIM-CPT).* She is experienced in conducting workshops related to Systematic Way of Identifying and Writing a Research Problem and as well as Quantitative Data Analysis using SPSS and SEM-AMOS software. She has worked in leading organizations in various industries before becoming an academic.

Prefix



As an active researcher and a PhD supervisor, I understand the challenges of producing effective and high-quality academic writing and scholarly work. This book, “The Steps of Writing a Graduate Thesis” is timely given the increasing internationalization of higher education and knowledge-sharing. Thus, it is of the utmost importance to guide our students to appropriately observe international academic writing standards in terms of style and format. With my three-decade long career and research experiences in education, marketing, and management, I find this book extremely resourceful and informative. I believe it will be a great help to college and university students in guiding them through the processes involved in constructing high-quality scientific writing.

I congratulate the team of authors and editors for this wonderful book and hope that it will be of great assistance to novice and experienced readers and researchers.

PROFESSOR DATIN PADUKA DR. SAMSINAR MD SIDIN
VICE CHANCELLOR
UNIVERSITI TUN ABDUL RAZAK (UNIRAZAK)

Acknowledgment

Sincerest gratitude,

We are thankful to God for his grace, which has enabled us to finish the book chapter titled The Steps of Writing a Graduate Thesis. Through this job, we have acquired a variety of experiences—both good and bad—that are extremely valuable and significant in our lives as instructors and students. We might only can have this experience once in our lifewhen finishing this book. As a result, we have also learned a variety of details and informationabout this writing book, which is about "the advantages and disadvantages of writing an effective graduate thesis. We also like to grab this opportunity to express our sincere gratitude to everyone who helped make this task a success. To our editor – Prof Dr ZulkifleeMohamed and Prof. Dr Benjamin Chan, and authors - Asst. Prof. Dr Hemaloshinee, Assoc. Prof. Dr Cheok Mui Yee and Dr Anusuiya provide a lot of guidance during this process. Finally,we thanked to our Vice Chancellor- Prof Datin Paduka Dr. Samsinar who encourage and support us to produce this kind of book for all graduate students. Everyone's advice is quite beneficial to accomplish our work. As a result, we also want to express our sincere gratitude to our family members who provided us with moral support throughout this endeavour. Perhaps we appreciate all the assistance and cooperation from our fellow soldiers who madeit possible for us to perform this task effectively. This recognition is also directed at everyone who has contributed directly or indirectly to the accomplishment of this job. However, this task could not have been completed correctly without your assistance and support, we sincerely appreciate everything you have done.

Synopsis of Book

The Graduate Business School has created this thesis writing guide to serve as a reference for all university and college students producing theses and project reports that adhere to international academic writing standards in terms of style and format. A piece of writing that explains the idea, strategy and process of scientific writing is called a writing academic thesis. Three members of the teaching faculty at University Tun Abdul Razak and University Putra Malaysia that experience in teaching academic research at the graduate level collaborated to create this work. Such works are crucial for instructors and students to utilize as a guide and reference to regulate and uphold the standard of scientific writing. In the educational context, a student must learn how to think, talk, and write academically. However, the university learning process made the students' thoughts be created and translated through written texts at the core of academic writing.

Scientific papers, industry reports, undergraduate projects, dissertations, and theses are the task that students must produce throughout their studies at institutions of higher learning. Students must therefore comprehend the fundamental steps involved in creating a high-quality scientific writing text at the outset of each project. To make it simpler for the reader to grasp mechanically and technically the steps involved in producing high-calibre scientific writing, the entire chapter in this work has been elaborated and simplified comprehensively and systematically. A sample of academic writing is also provided for the reader's understanding. The term "thesis" in this manual refers to a written scientific argument completed by a student in a graduate programme leading to a master's or Doctor of Philosophy. The term "thesis" is also used to refer to academic writing for bachelor's Projects, Master's Project Reports, and Research Dissertations for mixed-mode studies throughout this book.

The formatting styles for all forms referenced in this article, thus, are not intended to be included. Students can consult additional scientific writing guidelines, such as the "American Psychological Association Manual" 6th edition if the exact formatting style necessary is not covered in this book. All university and college students, instructors in training programmes, and anybody interested in enhancing the calibre of scientific writing should read this work and sum it up. It's hoped that this work can encourage a scientific way of thinking, speaking, and writing among higher education institutions and society.

Table of Content

	Pages
Acknowledgement	i
Synopsis of Book	li
Table of Content	iii
Steps of Abstract Writing	1
Chapter 1: Introduction	4
1.1 Background of the study	4
1.2 Problem Statement	8
1.3 Research Questions	9
1.3.1 Research Objectives	10
1.4 Significant of the Study	11
1.5 Scope of the Study	14
1.6 Limitation of the Study	15
1.7 Definition of Operational Study	17
Chapter 2: Literature Review	18
2.1 Research Variables	19
2.2 Gaps in the Studies	19
2.2.1 Knowledge gap / Practical-knowledge gap	19
2.2.2 Methodology gap	20
2.2.3 Contextual gap	21
2.2.4 Empirical gap	21
2.2.5 Evidence gap	22
2.2.6 Theoretical gap	23
2.2.7 Implication / Application gap	23
2.3 Hypotheses Development	25
2.4 Conceptual Framework vs Theoretical Framework	26
Chapter 3: Research Methodology	30
3.1 Research paradigms	30
3.2 Research approaches	31
3.3 Sampling methods	32
3.4 Population, Sample, Sample size, and Unit of analysis	34
3.5 How do researcher determine the sample size	34
3.6 Research instruments	41
3.7 Data analysis methods	41
Chapter 4: Data Analysis and Interpretation	42
4.1 Preliminary data analysis using Statistical Software for Social Science (SPSS)	44
4.2 Empirical data analysis using Statistical Software for Social Science (SPSS)	44
4.3 Empirical data analysis using Structural Equation Modeling (SEM)	46
4.3.1. Assessment of PLS SEM	47
4.3.2 PLS SEM using SmartPLS	49
4.3.2 SEM using AMOS	52
4.3.2.1 Stage One: Measurement Model Assessment	52
4.3.2.2 Stage Two: Full-Fledged Structural Model	61

Chapter 5: Conclusion, Implication and Recommendation	65
5.1 Discussion of Findings	65
5.2 Contribution of Study	67
5.3 Limitation/Future Research Direction/ Recommendation	68
5.4 Study Implication	68
5.5 Conclusion of Research	69
References	71
Appendix: Sample APA Referencing Style	74