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Semester 8 - Practical Notes

Project Work

Complete Subject Manual

1 practical or activity. Use the PDF bookmarks to move between practicals. Page numbers restart within each practical; the page counts below exclude the promotion pages.

Contents

No.	Practical / Activity	Pages
1	Elective Project Work - Planning and Report Guide	4

Elective Project Work - Planning and Report Guide

Guide 01 | Project Work

Aim

To plan an elective-related supervised project and prepare a clearly arranged report of the work actually completed.

Principle

- The project relates directly to one elective selected in Semester 8 and is supervised by a teacher. A group must not exceed five students. The typed, bound report is submitted in triplicate and contains at least 25 pages.
- A training or project report links the stated objective to documented activity, observations and conclusions.
- Report only work actually completed and protect confidential institutional and patient information.
- Use a group of no more than five students and identify each member's contribution.
- The report minimum of 25 pages is different from the Practice School report maximum of 25 pages.

Materials and Apparatus

- Approved elective, supervising teacher, project plan, permitted datasets/material and dated progress records.
- Supervisor-approved plan, institutional instructions, observation log and permitted supporting records.
- Report-writing software and a dated activity log.

Method

1. Select a focused project question directly related to the chosen elective.
2. Agree the scope, group roles, methods and deliverables with the supervising teacher.
3. Plan a realistic timeline and identify the resources and permissions required.
4. Perform the approved work and keep dated records of methods, changes and observations.
5. Analyze the actual results with methods suited to the project question.
6. Prepare the typed report, review it with the supervisor and submit the required three bound copies.

Choosing a Project

Focused question

State the selected elective, the concrete problem and the outcome to be measured or evaluated. Keep the objective narrow enough for the available time and facilities.

Suitable approaches

An approved project may evaluate a formulation, analytical dataset, pharmacy-service workflow, software tool or other elective-related question. The method must fit the objective.

Feasibility

Check access to equipment/data, the required supervisor expertise, available time and the permissions relevant to the actual planned work.

Planning and Recording

Team roles

Allocate responsibilities for planning, activity records, data quality, analysis and report preparation. Maintain a contribution log for every group member.

Method plan

Define materials or data sources, variables, comparison/control, measured endpoints and the proposed analysis before collecting results.

Progress milestones

Use an approved sequence such as objective approval, method review, work/data collection, analysis, first report draft and supervisor review.

Data integrity

Retain raw observations and versions of analysis files. Record missing values and deviations; distinguish measured, simulated and calculated values.

Suggested Report Arrangement

Opening pages

Title, student/group and supervisor details, institution, declarations/certificates required by the institution, acknowledgement, abstract and contents.

Introduction and objective

Explain the problem and project context in your own words. State the selected elective, focused objective and scope.

Methods

Describe the approved work clearly enough for a reader to understand the materials/data, measurements, comparison and analysis. Include only methods actually used.

Results

Present actual observations in numbered tables or figures with units and meaningful labels. Keep calculated examples separate from project measurements.

Discussion

Explain what the results mean for the objective, compare alternative explanations and state relevant limitations.

Conclusion and annexures

Answer the objective without extending beyond the evidence. Add permitted supporting records, calculation details and contribution/progress logs as needed.

Preparing Tables and Figures

Tables

Use one informative title, clear column labels, consistent units and appropriate precision. State the number of observations and the definition of any summary statistic.

Figures

Label both axes, include units and explain each series. Avoid decorative effects that obscure comparison. Show uncertainty only when it has been calculated appropriately.

Calculations

Show the equation, input values, unit conversions and result. A software output still requires an explanation of the chosen model and assumptions.

Submission and Presentation

Report check

Confirm direct relation to the chosen elective, teacher supervision, group size of five or fewer, at least 25 typed pages and three bound copies.

Oral presentation

Explain the objective, method, main finding, limitations and each member's contribution. Prepare to justify the measurement and analysis choices.

Final review

Check consistency between objectives, tables, abstract and conclusion. Verify readable figures, page sequence and the institution's prescribed approvals/signatures.

Observation Record

Complete this record using actual laboratory findings or the provided teaching data.

Observation / parameter	Record / finding
Objective	_____
Activity/date	_____
Group contribution	_____
Evidence/result	_____
Supervisor feedback	_____

Calculations and Interpretation

- Report the calculations relevant to the approved project and retain their units, raw data and assumptions.
- Do not create a result merely to fill the minimum report length.

Result

Present the completed activity log, learning outcomes and report prepared from actual work, with the required supervisor confirmation.

Finding: _____

Conclusion: _____

Precautions

- Use actual attendance and findings rather than invented completion records.
- Obtain permission for institutional material and remove identifying patient details.
- Verify the submission requirements in the supplied course instructions and the institution.

Viva Questions

1. What connects the project conclusion to the objective?

The conclusion answers the original question using the documented work and actual results, with relevant limitations stated.

2. What makes a report reproducible?

A clear objective, documented method, traceable observations and a conclusion supported by those observations.

3. Why distinguish observation from interpretation?

The reader needs to know which statements are directly recorded and which are reasoned explanations.

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