*Joint Research Grant*

**RESEARCH PROGRESS REPORT**



TITLE

Researcher Team :

Name of Team Leader and Members (Lectures and Students)

Lecturers' Names Should Be Written in Full with Titles

DEPARTMENT OF TEAM LEADER

FACULTY OF TEAM LEADER

UNIVERSITY OF TEAM LEADER

MONTH

YEAR

|  |
| --- |
| 1. **Title (maximum 20 words)** |
|  |
| 1. **Research Summary**   The summary should not exceed 300 words and must include the urgency, objectives, methods, targeted outputs, research partners, results achieved. |
|  |
| 1. **Keywords**   Consist of 5 keywords separated by semicolons (;) |
|  |
| 1. **Results and Discussion**   Present the results achieved according to the year of the research timeline. The presentation should include data, analysis results, and output achievements. All reported results or achievements must be relevant to the research implementation stages as planned in the proposal. Data presentation may include images, tables, graphs, or similar formats, and the analysis should be supported by relevant and up-to-date primary references. |
|  |
| 1. **Status of Publication**   Describe the status of each mandatory output and any additional outputs (if applicable) as written on the proposal. |
|  |
| 1. **Research Limitations and Obstacles**   Describe the difficulties or obstacles during the research, including an explanation if the research and its outcomes did not align with what was planned |
|  |
| 1. **Plan for The Next Step**   Describe the next research plan (or part) based on the output indicators that have been achieved, the realization plan for the promised mandatory outputs and any additional outputs (if any) for the following year, as well as the overall research roadmap. This section may include detailed explanations of each stage in the planned methodology, including a schedule related to the strategy for achieving the outputs as promised in the proposal. |
|  |
| 1. **References**   Citations should be arranged and written using a numbering system based on the order of citation. Only sources cited in the research proposal should be included in the References list. Citations must follow the Vancouver Reference Style Elsevier guidelines. |
| [1] ..................................................................................................................................................  [2] ..................................................................................................................................................  [3] ..................................................................................................................................................  [4] .................................................................................................................................................. |

Appendix 1

**Progress Report Summary Table**

Name of Team Leader : ………….......................................................................................

Title of Research : …………………............................................................................

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **No** | **Activity** | **Time** | | **Results** | **Obstacles, Planned Changes**  **(if any)** | **Notes** |
| **Plan** | **Implementation** |
| 1 |  |  |  |  |  |  |
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Appendix 2

**Logbook**

Name of Team Leader : ………….......................................................................................

Title of Research : …………………............................................................................

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| --- | --- | --- | --- | --- |
| **No** | **Date** | **Activity** | **Notes** | **Documentation (photo)** |
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