

Al-Aleem Centre for Research and Development

RESEARCH PROGRESS/COMPLETION REPORT

(six monthly in case study is longer than six months)

Project Title: [Insert Project Title Here]

Principal Investigator (PI): [Insert PI Name]

Institution: [Insert Institution Name]

Department: [Insert Department Name]

Address: [Address of PI/co-PI]

Contact details: [contact details pf PI, Researcher or co-supervisor/co-PI from Gulab Devi]

Project Duration: [Insert Start Date] to [Insert End Date]

Duration of progress report: [Insert Start Date] to [Insert End Date]

Date of Report: [Insert Date of report submission]

1. Executive Summary

Provide a concise overview of the research progress made during the past six months, highlighting key findings and milestones achieved.

2. Objectives and Goals

Original Research Objectives: [Please insert original Research Objectives mentioned in the research proposal or synopsis submitted to IRB of Gulab Devi Teaching Hospital/Al-Aleem Medical College. Insert all the objectives and use more space if required.]

- Objective 1

- Objective 2

- Objective 3

Milestones Set for First 6 Months:

List all the milestones achieved during the period in accordance with the benchmark set for 6 months. If anything is short, mention the current status and reasons.

- [List milestone 1]
- [List milestone 2]
- [List milestone 3]

Status of Objectives:

clearly mention the status of each objective and describe in remarks if not achieved or in progress with current status and reasons for not achieving.

Objective	Status	Remarks
Objective 1	Achieved/In Progress/Not Started	[Comments]
Objective 2	Achieved/In Progress/Not Started	[Comments]
Objective 3	Achieved/In Progress/Not Started	[Comments]

3. Materials and Methods

Describe the methodology used in the research, including any changes made (if applicable) from the original plan. Include:

- Study design: clearly mention which study design is used.
- Population/sample
- Experimental procedures
- Data collection instruments
- Software/tools used for analysis: list all the software used in the research including sample size calculation and data analysis or interpretations.

4. Data Collected

Summary of Data Collected:

- [Type of Data 1]: [Brief Description]
- [Type of Data 2]: [Brief Description]

5. Data Analysis and Interpretation

- Methods of data analysis used

- Key results obtained
- Interpretation of findings
- Any observed trends or patterns: Highlight any trends or patterns observed during data analysis especially those not anticipated and might be of novel origin.

6. Challenges and Limitations

- Technical or methodological challenges faced
- Limitations in data collection or analysis
- Measures taken to address them

7. Collaborations and Resource Utilization

List all the resources used for the research in terms of facilities used in house or if any techniques/experiments conducted in collaboration with internal or external departments or if any analysis is outsourced either in collaboration or via payment. Also mention the funding utilization or expenses for research during the period.

- Internal and external collaborations
- Use of institutional facilities
- Funding utilization summary

8. Ethical Considerations

- Status of ethical approvals
- Consent and confidentiality measures

9. Future Work and Next Steps

- Planned activities for the next 6 months
- Adjustments to timeline or methodology
- Expected outcomes

10. Appendices

Provide complete data collected or generated during the period including raw data (any kind) in any format along with analysis file.

- Raw data tables

- Supplementary figures/images

Signature of Researcher: _____

Signature of PI/Supervisor: _____

Date: _____