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| **Sultan Qaboos University**  **Deanship of Research**  **Research Department** | **SQU** |

1. **Project Details**

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| --- | --- | --- | --- | --- |
|  | | | | Project Code: |
|  | | | | Project Title: |
|  | Department: | |  | College/Center: |
| [DD/MM/YY] | Project End Date: | | [DD/MM/YY] | Project Start Date: |
| [DD/MM/YY] | | | | Date of Submission: |
| **Research Team** | | | | |
| SQU ID No.: | | Name: | | Principal Investigator: |
| Email: | | Academic Ranking: | |
| SQU ID No.: | | Name: | | Co-Principal Investigator: |
| Email: | | Academic Ranking: | |
| [Name], [ Academic Ranking ], [Department] | | | | Co-Investigators (list all co-investigators): |

1. **Budget (OMR)**

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| --- | --- | --- |
| **Total Amount Allocated for the Project** | **Actual Expenditure** | **Balance** |
|  |  |  |

1. **External Fund/Support**

Please list all funds/support the project received from sponsors over the past year (*if applicable*).

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| **Sponsor** | **Funds/Support Amount** |
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1. **Technical Report**

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| **Executive summary: Please detail the progress that has been made on the project** **(*min 500 words*)** |
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| **Introduction & Literature Review** |
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| **Methodology** |
|  |
| **Results and Recommendations** |
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| **Significance/Implications** |
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| **Publications** |
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| **Conclusions** |
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1. **Project Achievement**

List all the project objectives (as per the proposal) and what are the Achievements:

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| --- | --- | --- |
| **No.** | **Objective/Milestone** | **Achievements** |
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1. **Challenges**

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| **Unexpected Events:** *Please list and describe any unexpected events that occurred during the project that have negatively impacted your research.* | | |
| **Actions Taken** | **Impact** | **Description** |
| *Project extended* | *Experiment reschedule* | *E.g. Equipment not arrived* |
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1. **Research Output**

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| **Publications:** *Please list all types of research publications that have arisen from the project.* | | | |
| **No. of Publication** | **Status** (submitted/accepted/published) | | **Type of Publication** |
|  |  | | *Journal Paper* |
|  |  | | *Conference Paper* |
|  |  | | *Book Chapter* |
|  |  | | *Book* |
|  |  | | *Other (please specify)* |
| **Intellectual Property (IP):** *Please list all types of intellectual properties that have arisen from the project.* | | | |
| **Description** | | **Type of IP** | |
|  | | *Example: (Patents, process, machine, composition of matter, article of manufacture, copyright, know-how, new devices, chemical compound, etc.)* | |
| **Organization of Events:** *Please list all types of events that have been organized as a result of the project. (If applicable(* | | | |
| **Month/Year** | **Title of the event** | | **Type of Event** |
|  |  | | *Workshop* |
|  |  | | *Exhibition* |
|  |  | | *Conference/ Symposium* |
|  |  | | *Short Course* |
|  |  | | *Seminar* |
|  |  | | *Other (please specify)* |
| **Dissemination to Professional Events and Society:** *Please list all dissemination that has occurred at professional events or for wider society as a result of the project. (If applicable(* | | | |
| **Month/Year** | **Description** | | **Type of Event** |
|  |  | | *Media* |
|  |  | | *Public Presentation* |
|  |  | | *Other (please specify)* |
| **Deliverables to Beneficiaries:** *Please list all deliverables that have arisen as a result of the project. (If applicable(* | | | |
| **Deliverable** | | | **Beneficiary** |
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1. **Research Collaboration**

Please list all collaborations you have had with local/international institutions on personal or official levels as a result of the project. (*If applicable*)

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| **Type of Collaboration (co-publications, co-funding, etc.)** | **Collaborator**  **(Person’s Name/Organization/Country)** |
| (e.g. co-publications of peer review journal paper) | [Name], [Organization], [Country] |
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1. **Declaration**

*I declare all information in this report is correct.*

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| **Principal Investigator** | |
| **Signature & Date:** | **Name:** |

1. **Approvals**

*For College Research Committee (CRC)/Research Center Committee (RCC) only*

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| --- | --- | --- |
| **College Research Committee (CRC)/Research Center Committee (RCC) Decision** | | |
| Revise the Report | | Report Approved |
| **Comments:** | | |
| **Signature & Stamp:**  **Date:** | **Name:**  **Position:** | |

*Note: If the report needs revision, the principal investigator should revise the report and resubmit it to the committee.*

*For Research Department only*

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| **Research Department Approval** | |
| **Signature & Stamp:**  **Date:** | **Name:**  **Position:** |