



Internal Memo

To: All Bcom Students Year 3 Stage 2 (DAY/EVE/WEEKEND/TOWN/DL)

From: Research Coordinator School of Business & Public Management

Date: 8 November 2021

RE: PROPOSAL DEFENSE DATE

Kindly note that we shall have a virtual research project proposal defense on Friday 19th November 2021 as indicated in the semester schedule.

The defense will be held on zoom or goggle meet as communicated by the panels. Time and meeting ID will be availed to the students before the defense date by the respective panel lecturers.

The final updated panel list will be made available on Moodle under the unit CFU 3204 by Friday 12th November 2021. Thereafter, expect to receive an email of time and meeting ID from your panel lecturers.

The following will be expected of you on **Friday, 19th November;**

- i) Soft copy of your work, chapter 1, 2 and 3 and questionnaire for data collection (It is highly recommended that you send your work to the panelist before defense date)
- ii) Power point slide of your presentation.
- iii) Your proposal **MUST** be signed by your supervisor either electronically or physically.

Kindly note that if your name does not appear on the panel list, send an email to researchproject@kca.ac.ke indicating your details and supervisor on or before Monday, 15th November 2021. After sending your details, please wait for the updated list which will be posted on Moodle (regular students) & the E-learning portal (Distance learners), by Tuesday 16th November 2021.

Regards,

Victoria Litali.

