# Case Studies video transcript

Please remember these are merely guidelines You should always consult your project supervisor or module leader to clarify details. Guidelines that are specific for your assessments are on GCU Learn

This vidcast is divided into 5 chapters. As with all of our vidcasts , you can listen and read individual chapters or just read the material , and or listen and watch the complete vidcast.

## Slide 2

Chapter 1 gives an example of a question that uses the topic of health and safety. The vidcast is aimed at honours and or post graduate students. Please note that this is only an example; and only assumes that the report is 5,000 words in length. The subject in Health and safety within the construction area, but this could just as easily relate to other disciplines.

Then the chapter outlines stages that you the writer could follow when preparing the report.

Chapter 2 focuses on possible solutions that you may wish to explore in your research for the case study, before commencing the case study and an explanation of the introduction.

Again please note that this is an example, and your course work report will be different but the writing conventions are similar.

Chapter 3 suggests points to be considered when conducting a Review of literature on a particular company ( case study) in the UK construction/engineering/ computing etc.

Chapter 4 focuses on points to be covered in the discussion section with a table for notes

Chapter 5 explains conclusions, recommendations, possible limitations, references and the role of appendices

## Slide 3

The question on this slide, is merely a suggestion.

Prepare a health and safety report 5, 000 words focussing on

Health and safety performance within the UK construction industry. Particular relevance should be given to a Case study of \*\*\*\* Company.

## Slide 4

The slide explains the process that could be applied when preparing your response to the case study. This is basically in four stages:

Think, Plan, Word process and Check.

For think, what is the title of you case study. Remember this is the first words your reader will see. Does the title make sense, if it is short, do you need a sub title to expand. For example this is an example of a title. ‘The college without walls’. Although this is catchy, there needs to be a further explanation as in A case Study of \*\* College.

The purpose and scope of the report should be defined. You cannot cover everything, so remember the question and consider the appropriate parameters. Make notes of relevant ideas. Use the proforma on slide 5 to assist.

## Slide 5

the notes

## Slide 6

The purpose of Case Studies is as follows:

* To identify the key points or issues
* To weigh up the situation
* To consider the information you do and you don’t have
* **So,. make sure you ……….**
* Define the problems and or issues to be addressed precisely, do not be vague, this should not be a guessing game for the reader.
* Outline the objectives of the report and consider what are the desirable outcomes
* Identify resources/techniques helpful to opening up the case study

Generate ideas or alternative solutions- use a mindmap format.

## Slide 7

Consider a range of solutions and select the best fit.

## Slide 8

Now read over your notes and think about alternative questions, for example having decided upon the presenting issues . Why have these arisen? Is it through costs? Staff? Legislation ? What would happen if nothing changed? What would be the consequences if changes did take place? How long would this take?

## Slide 9

the Introduction

**Introduction : 10 % approx of word count**

An introduction explaining a little about the company , multi national/ national/small medium enterprise operates in \*\*\*\*countries/districts/Scotland/Glasgow.

The focus of its operation: Railways/ roads/ shopping centres/ offices/ private housing

Then outline the aim of the report, try not to just repeat the question.

Outline the main issues that will be addressed and briefly state why these are of interest and support with references. What particular aspects of health and safety will be investigated? What timeframe are being considered?

Any specific Acts to be included?

**You may want to write this section later, once you have completed the main section of the report.**

## Slide 10

The next step in the introduction. This is really your rationale for undertaking the approach you have decided upon.

## Slide 11

**The Literature Review**

Remember to use the Library website. There are links at the side of this slide. You can also request assistance from your link librarian, their details are on the website.

Review of literature covering health and safety in the selected industry

2, 000 words use Google Scholar/Discover/ specialist Library pages and or specialised search engines in your discipline. If you are unsure ask for an appointment with the academic link librarian.

Consider the following when reading articles :

The title

The abstract

The Background/context

the discussion’s logic and supporting evidence .

Key findings and ideas are outlined and explored

Evaluation of strengths, weaknesses is made.

Comparison to related studies is made

Interpretation and comment on ideas/ information presented is given.

Application and relevance is considered

## Slide12

In addition consider:

1. Research aims, findings and conclusions
2. Research methods used; merits and limitations of
3. Research tool, sample methods, analysis of data, etc. compare railways in different countries? / different land, refer to research books which explain limitations
4. Compare and contrast findings from similar research

For more information on these topics, refer to the vidcast on preparing a literature section

## Slide 13

And think about:

* Reliability, validity, transferability of findings plus implication / application of findings
* Critically analysing by discussing how findings may be affected by research method
* Comparing to other research studies on the same incidents eg injuries to employees in UK
* Identifying similarities / differences
* Discussing validity / generalisability / reliability etc of the conclusions
* Outlining recommendations and comment on their implications

For more information on these topics, refer to the vidcast on preparing a literature section

## Slide 14

Conclusions and recommendations

* Summarises the main issues and main findings
* Give recommendations based on the literature review
* Identify and justify strategy proposed
* Recommendations should be in line with your analysis. May be separate or within conclusions

## Slide 15

Limitations of research methods

* Time, access to specific articles, confidentiality of company, is everything available to be reviewed? May find information fuzzy ie lack of detail?
* Support by referring to recommended books on research methods

## Slide 16

How do these articles on health safety on \*\*\*\*in the UK compare to information on other companies. Has the H&S improved their health and safety record?

## Slide 17

Appendices / Bibliography / Tables etc

Appendices – a compilation of supplementary and illustrative material

Do not include items that are not mentioned in the report

Bibliography – a list of sources consulted or referred to in alphabetical order

Tables, charts, graphs and diagrams – may be included within the report or added in the appendices. Used in appendix, they avoid cluttering up the main text and do not add to your overall word count

All illustrations should be clearly labelled and numbered and referred to in the report