

## **RESEARCH, PLANNING, PUBLICATIONS AND CONSULTANCY (RPPC) UNIT**

### **1.0 Introduction**

The Research, Planning, Publications and Consultancy Unit is responsible for;

#### **a) Research**

This unit provide framework for the undertaking of research by academic members of staff and their collaborators. This is currently attained through creation of enabling environment within the Institute, as well as encouraging academic members of staff to devote more time and effort to research. Through provision of training on proposal writing, availing seed money for pilot studies and testing new approaches, seeking sources of potential funding, and providing research assistance, the Institute is working hand-in-hand with staff members (and their collaborators) to facilitate the discovery, transmission and preservation and improvement of knowledge.

#### **b) Publication**

This unit provides a framework for the publication and dissemination of research outputs by academic members of staff and students at the Institute of Adult Education, and their collaborators. The increased research output usually benefits humankind if it is disseminated to the world, general public and end-users of the information through different channels of communication. The Institute has therefore created an enabling environment that encourages academic members of staff, students and their collaborators to devote more time and effort to research, and to publish and disseminate the research outputs for the benefits of mankind. This is further enhanced through provision of training on writing proposals, manuscripts, books and book chapters. The unit currently coordinate the publication of “Journal in Adult Education (JAET)”, Studies in Adult Education (SAED) and IAE Research Bulletin .

#### **c) Consultancy**

The RPPC unit strives to provide framework for the undertaking of consultancies by academic members of staff at the Institute. At present the unique knowledge pool existing and being developed in the Institute is largely unused. Through this unit, the Institute is striving to change the scenario to enable staff to be more fully engaged in the solutions of societal problems through conducting consultancies in their area of expertise. The Institute achieves this through creation of enabling environment within the Institute, as well as encouraging academic members of staff to devote more time and effort to consultancies. Through such support, the Institute would achieve part of its objectives which is to advance professional expertise of its staff.

## **2.0 Vision and Mission of the RPPC Unit**

**Vision:** A collaborative culture of rigorous inquiry informing evidence based practices and effective systems for conducting research.

**Mission :** To guide, coordinate and facilitate individuals, groups and institutional initiatives to generate and apply research based evidence for sustainable development.

## **3.0 Main activities of the RPPC Unit**

- i) Oversee research activities in the IAE
- ii) Coordinate research activities initiated and conducted at department, unit and regional centre levels;
- iii) Coordinate IAE Research Fund;
- iv) Coordinate IAE research publications including Journal of Adult Education (JAET), Studies in Adult Education (SAED) and IAE Research Bulletin;
- v) Provide research information to IAE members of staff and stakeholders;
- vi) Coordinate forum for dissemination of research findings, evaluation and research based papers;
- vii) Coordinate evaluation of IAE programmes;
- viii) Conduct capacity building sessions to members of staff;
- ix) Coordinate setting of research agenda and priorities; and
- x) Prepare and update guidelines for implementing research policy including:
  - ◆ Format for Research Proposal,
  - ◆ Guidelines for Approval of Research Proposal,
  - ◆ Guidelines for Research Proposal Budget,
  - ◆ Research Progress Report Format, and
  - ◆ Guidelines for Research Report Peer Review.

## **4.0 Contact**

For more information contact:

The Director:

Institute of Adult Education

P.O. Box 20679

Dar es Salaam

Tanzania

Tel: +255222150838

Fax no: 25522150856

Email: info@iae.ac.tz

