GUIDELINES ON HOW TO WRITE A PROTOCOL OF UNDERSTANDING

A PROTOCOL OF UNDERSTANDING IS A COMPREHENSIVE DOCUMENT OUTLINING THE METHODOLOGY AND PROCEDURES OF A RESEARCH PROJECT. IT PROVIDES A DETAILED PLAN FOR CONDUCTING THE STUDY, ENSURING CLARITY AND REPLICABILITY WHILE ALLOWING FLEXIBILITY FOR NECESSARY ADJUSTMENTS.

SEVERAL KEY CONSIDERATIONS SHOULD BE TAKEN INTO ACCOUNT BEFORE INITIATING THE WRITING PROCESS:

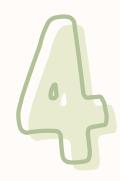**1** IDENTIFY THE SCOPE AND OBJECTIVES

2 GATHER RELEVANT INFORMATION AND RESOURCES

3 CONSULT WITH EXPERTS AND STAKEHOLDERS

4 ENSURE CLARITY AND PRECISION

5 REVIEW AND REVISE ITERATIVELY

6 ESTABLISH A TIMELINE AND MILESTONES

GELAT on the ROAD

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