

2014 AGENCY IN-HOUSE RESEARCH REVIEW

DATE : ^{30 JUNE} — 04 July 2014
VENUE : CRL One-Stop-Information Shop, MMSU, Batac, Ilocos Norte.

OBJECTIVES:

- To review completed researches conducted in the university
- To select papers to be endorsed for presentation in external conferences and other similar scientific gatherings

WHAT CAN BE PRESENTED

- Research reports of completed GAA- and GIA-funded researches
- Graduate theses/dissertations
- Undergraduate Theses
- Completed college researches for the last three years which do not pass through an evaluation panel

GUIDELINES FOR GAA AND GIA-FUNDED AND COLLEGE RESEARCHES AND MASTER'S THESES/DISSERTATIONS

Submission of titles and full papers

- Titles of papers for presentation should be submitted to the Knowledge and Technology Management and Monitoring and Evaluation of the R&D Directorate on or before June 13, 2014 by the College Research Coordinator duly endorsed by the College Dean.
- Four hard copies of full papers together with its e-copy should be submitted on or before June 23.

Format of paper

1. Papers should be written in publishable form of not more than 30 pages, excluding preliminary pages and appendices, typed single spaced in A4 size of paper using sanscript font (e.g. Arial), 11.
2. The paper should contain the following parts:

Preliminary Pages

1. **Title page** - should contain the following information:
 - a. Title of the paper – should reflect the specific information being presented/reported
 - b. Title of the research project where the information came from
 - c. Objectives (Project and study level)
 - d. Names of researchers
 - e. Cooperating agencies
 - f. Sector

- g. Commodity
 - h. Discipline
 - i. Development zone
 - j. Starting and completion dates of the research
 - k. Total budget
 - l. Source/s of Funds
2. **Acknowledgment** – indicate all persons, institutions, and other entities which contributed to the implementation of the research
 3. Table of contents
 4. List of tables, figures, pictures, graphs, illustrations, etc. with page reference
 5. Brief description of the technology or information generated

Body of the Paper

1. **Abstract** – A concise summary of the important points of the paper not more than 300 words
2. **Introduction** - include a brief background of the study, statement of the problem and its importance and the research objectives
3. **Review of Related Literature** – Include here survey of related literatures and the conceptual/theoretical framework of the study
4. **Methodology and Materials** - include procedures involved and materials used in the research; scope and limitations; time (seasonality) and place of study; data gathering procedures and statistical analysis used
5. **Discussion of Results and Findings** - present data gathered, analysis and interpretation of results to be supported by tables, graphs, pictures, maps, etc. Include a comparison of targeted and actual research outputs
6. **Summary, Conclusion and Recommendations** –should contain an overview of the results and findings of the study particularly to answer the objectives. They should be supported by the collected data. This should also reflect the interpretation and insights of the researcher as to how knowledge users would involve themselves in applying the recommended technologies or decisions and actions generated from the research
7. **Literature cited** - should contain a listing of the references used by the researcher related to his/her research work. The authors should be arranged alphabetically regardless of the type of reference
8. **Appendices** - include data, statistical formula and analysis, sample questionnaires/survey form/ interview schedule, etc.

Management Report

1. Summary of yearly comments of evaluators and action taken if applicable.

2. Problems encountered and recommended solutions – cite all technical as well as administrative problems encountered in the conduct of all research and recommended solutions.
3. Recommendations for future R & D work – present recommendations based on the research results

GUIDELINES FOR THE UNDERGRADUATE THESES

Categories

The competition is divided into two categories namely:

- 1) **Agriculture, Natural Sciences, and Physical sciences.** This include thesis along the fields of agriculture, fisheries, biology, environmental science, forestry, health, applied engineering and other related sciences that works on natural products.
- 2) **Arts, Education, and Social Sciences.** This include studies on arts, education, and the social sciences such as sociology, humanities, development communication, economics, and other related sciences that deals with people, society, and human behaviors.

Submission of entries

1. Only two entries for each category are allowed to be submitted by each college through the College Research Coordinator. Hence, pre-evaluation of theses in the colleges are encouraged to ensure that the entries for the competition are the bests from the colleges.
2. Five hard copies of the condensed thesis are to be submitted at the Office of the Director for Research together with its e-copy. Instruments such as interview schedule used in the conduct of the study should be included as appendices.
3. Each entry must be accompanied with the duly filled-up **Entry Form** indicating the category it is competing in.

Format of Thesis

1. The condensed form of the manuscript should not be more than 30 pages typed double-spaced in A4 size of paper, excluding tables and figures.
2. The manuscript should contain the following parts:
 - a. **Abstract.** This is a concise summary of the important points of the paper. It should not exceed 250 words.
 - b. **Introduction.** This section includes a brief background of the study, statement of the problem and its importance, and research objectives.
 - c. **Review of Literature.** This contains a short survey of relevant findings of researches.
 - d. **Methodology.** This includes the locale of the study, the research design, the variables of the study, including the theoretical/conceptual framework of the study, data gathering procedures, and statistical analysis used.
 - e. **Results and discussion.** This is a clear presentation of the results obtained, highlighting any trends or points of interest. It could be presented together or separately depending

on what best conveys the research outputs. Brevity and clarity of arguments must be observed in such a way that the problems/objectives of the study are addressed.

- f. **Summary and Conclusion(s).** This contain(s) an overview of the results and findings of the study particularly to answer the objectives. They should be supported by the collected data.

This should also reflect the interpretation and insight(s) of the researcher as to how knowledge users would involve themselves in applying the recommended technologies or decisions and actions generated from the research.

- g. **Recommendation(s).** It should be brief and relevant, reflecting how such findings and best practice(s) gained from the research be applied in resolving a problem or issue.
- h. **Literature cited.** This should contain a listing of the references used by the researcher related to his/her research work. The authors should be arranged alphabetically regardless of the type of reference.
- i. **Appendices.** This include relevant data/information that supports how the findings of the study were arrived, such as questionnaires, instruments developed, and others.

PRESENTATION

- Presentation of GAA- and GIA-Funded as well as college research papers will be clustered into 5 areas/sectors: 1) Social/Behavioral Sciences and Education, 2) Agriculture, Fisheries, Forestry, Natural Resources and Environment; 3) Biological Sciences and Health; 4) Engineering, Industry and Information Technology; and 5) Business, Economics and Governance.
- Undergraduate, Masters Theses, and Dissertations will each have separate sessions.
- For the Undergraduate theses, student researchers of all submitted entries in each category will present his/her own thesis. Proxy is not allowed. In cases of group thesis, only one representative from the group should present. Advisers are not allowed to answer in lieu of the presenter, unless otherwise, requested by the evaluators for clarification.
- Each paper is allocated 25 minutes (20 min presentation and 5 min open forum) during the review proper.
- Researchers are encouraged to use powerpoint or any multimedia presentation during the review.
- All powerpoint presentations must be submitted to the committee incharge before the start of the session for the day.

AWARDS

- The 3 best research papers in each area/sector will be selected and the researchers will be given certificates of recognition
- Graduate theses/dissertations of MMSU personnel who graduated from other HEIs, on the other hand are considered non-competing papers, hence, they can only be recommended for external presentations if qualified.
- Researchers whose papers are selected/recommended for external presentations will also be given certificates and be endorsed to attend conferences on Official Business if papers are accepted for presentation.