<<<<<<<<<<INSERT TITLE-FIRST LINE>>>>>>>>>>
<<<<<INSERT TITLE-SECOND LINE>>>>>>
<<< INSERT TITLE-THIRD LINE>>>

Please DOWNLOAD FIRST to see the correct appearance and to edit the file. Use MS Word 2021 or later.

Further, it is recommended that you:
(1) make a duplicate copy
(2) make changes on the duplicate copy by typing directly on your duplicate copy (i.e., do not start a blank document and attempt to copy the fonts; this will be harder).
(3) for easier management of Table of Contents, all headings should be labeled as Heading 1 or Heading 2 in Word Styles (such as what was done in this template).
Delete this text box before you submit for defense.

FIRST NAME MIDDLE INITIAL SURNAME

Thesis Manuscript Submitted to the Department of <<<<Insert Dept>>>>>,
College of <<<Insert College>>>>, University of Southern Mindanao,
Kabacan, Cotabato in Partial Fulfillment of the
Requirements for the Degree of

BACHELOR OF >>>>>>>>>>>>>>>>>>
(Insert major if any)

MONTH YEAR

UNIVER OUTHERN MINDANAO
n, Cotabato
hilippines

College Seal

ACADEMIC INTEGRITY STATEMENT

I hereby declare that the contents of this paper is within the permissive standards of the University of Southern Mindanao and does not in any way, go against institutional policies.

All use of Artificial Intelligence (AI) tools in this thesis (outline/ manuscript) is fully disclosed, clearly specified in the AI disclosure statement, and carefully verified for accuracy. Further, such use is solely to improve word choice, language clarity, grammar and coherence, generating or correcting computer code, brainstorming, idea framing, transcription and translation, assisting in interpretation of data, and/or summarization. AI tools were NOT used to fabricate citations, create fictitious references, generate unsupported claims, misrepresent sources, or interpret datasets containing personal information. All references included in this paper were manually verified and sourced from legitimate academic materials. All cited statements in the thesis were carefully checked to ensure that they are accurately supported by and directly based on the referenced sources.

Furthermore, no part of the work submitted has been made in an unethical and inappropriate manner, whether by plagiarizing, infringing on any third person's copyright, or falsifying data, and that no part of the thesis submitted has been used for any other paper in another higher education or research institution.

(NAME)

Printed Name and Signature of Student

(YYYY.MM.DD)

Date

i

UNIVERSITY OF SOUTHERN MINDANAO
Kabacan, Cotabato
Philippines

APPROVAL OF THESIS MANUSCRIPT

Name	
Major	
Degree Sought	
Specialization	
Thesis Title	

APPROVED BY THE GUIDANCE COMMITTEE

_____ Adviser

_____ Date

_____ Co-Adviser (Optional)

_____ Date

_____ Statistician (Optional)

_____ Date

_____ Department Research Coordinator

_____ Date

_____ Department Chairperson

_____ Date

_____ College Research Coordinator

_____ Date

_____ Dean

_____ Date

Study No: Dept-YYYY-### (Sample: Chem-2022-001)
Index No: _____

Recorded by: _____

RECORDED:

_____

Head, Academic Research and Monitoring Unit

_____

Date

Recorded by: _____

UNIVERSITY OF SOUTHERN MINDANAO

ii bato

ACCEPTANCE OF THESIS

The thesis attached hereto, entitled "_____

_____

_____"

prepared and submitted by _____ in partial fulfillment of the requirements for the degree of _____ is hereby accepted.

_____

Adviser

_____

Date

_____

College Research Coordinator

_____

Date

USM-EDR-F10-Rev.4.2022.10.18

BIOGRAPHICAL DATA

iii

Write your biography here >>>>>>>>>>>>>>>>>>>>>>>>>>>>

>>>>>>>>>>>>>>>>>>>

Researcher

ACKNOWLEDGMENT

iv

Write your acknowledgment here. Justify alignment of text.>>>>>>>>>>>>>>>>>> >>>>>>> >>>>>>>>>>>>>> >>>>>>>>>>>> >>>>>>>>>>>>>>>>>>

TABLE OF CONTENTS

SHORTCUT to create page numbers: right click the table of contents below and select UPDATE FIELD, then UPDATE ENTIRE TIABLE. ***Only main headings are in ALL CAPS***. Delete this instruction in your final paper.]

Page

PRELIMINARIES

Title Page i

Approval of Thesis Manuscript ii

Acceptance of Thesis iii

Biographical Data iv

Acknowledgment v

Table of Contents vi

List of Tables viii

List of Figures ix

List of Appendices x

Abstract xi

INTRODUCTION 1

REVIEW OF RELATED LITERATURE 2

Topic 1 Subheading (Heading Level 2) 2

Topic 2 Subheading (Heading Level 2) 2

Topic 3 Subheading (Heading Level 2) 3

METHODOLOGY 4

Research Design 4

Respondents (if applicable) 4

Sampling Procedure (how will sampling units be selected?) 4

Research Instrument (heading for quantitative aspects of the study; for purely qualitative studies, this is optional) 5

Role of the Researcher (heading for qualitative studies; for quantitative studies, this is optional) 5

Research Participants and Materials (heading for qualitative studies only; for quantitative studies, this is optional) 5

Data Collection Procedure 6

Data Analysis Procedure 6

Trustworthiness (for qualitative studies only; for quantitative studies, this is optional) …. 6

Ethical Considerations (for studies involving humans or animals) 7

Topic Subheading (Add and re-order subheadings as needed) 7

RESULTS AND DISCUSSION 9

Topic 1 Subheading (Heading Level 2) 9

Topic 2 Subheading (Heading Level 2) 10

SUMMARY, CONCLUSIONS AND RECOMMENDATIONS 12

LITERATURE CITED 13

APPENDICES 15

Curriculum Vitae 20

LIST OF TABLES

(Delete this page if you do not have tables)

Table	Title	Page
1		
2		
3		

LIST OF FIGURES

(Delete this page if you do not have figures)

Figure	Title	Page
1		
2		
3		

LIST OF APPENDICES

Appendix	Title	Page
A	Application for Change of Research Adviser	xx
B	Application for Change of Research Title	xx
C	Actual Budget of the Research	xx
D	Application for Manuscript Defense	xx
E	[add as necessary]	

ABSTRACT

LAST NAME, FIRST NAME MI. YEAR. Insert Title; Capitalize the First Letter of All Major Words in the Title. Short Course Title; e.g., BEED Thesis. College or Institute; e.g., College of Agriculture, University of Southern Mindanao, Kabacan, Cotabato. Number of pages; e.g., 66 pp

Adviser: **FIRST NAME MI. LAST NAME, Salutation**

Insert your paragraph here. The abstract serves as the summary, written in past tense, one paragraph of no more than 300 words. It should include the rationale of the study, objectives and topics covered, a brief description of methods, results, and conclusions.

Keywords: Maximum of Six Keywords in Alphabetical Order. List Single or Compound Words that Represent the Content of the Manuscript

Cover page number in first page of each chapter.

INTRODUCTION

Insert 3 single spaces after the heading (Heading Level 1) before starting the paragraph. This template applies the WORD STYLE and PAGE BREAK and provided with page number. You can directly type in your input. It is better to retain the `break page' in the template or you may adjust it. To view the page break, click PARAGRAPH MARK to show the formatting symbols.

Insert the 2nd paragraph here >>>>

Cover page number in first page of each chapter.

REVIEW OF RELATED LITERATURE

Insert 3 single spaces after the heading (Heading Level 1) before starting the paragraph. >>>>

Insert 2 single spaces after the subheading (Heading Level 2) before starting the paragraph. >>>>>>>>>>>>>>>>>>>>>>>>>>>>>> Page break was applied.

Insert the 2nd paragraph here >>>>>>>>>>>>>>>>>>>>

Cover page number in first page of each chapter.

METHODOLOGY

Research Design

Insert 3 single spaces between the chapter heading (Heading Level 1) and subheading (Heading Level 2). Insert 2 single spaces after the subheading (Heading Level 2) before starting the paragraph. Use past tense>> >>>>>>>>>>> >>>>> >>>>>> >>>>> >>>>>> >>>>>>>>>>

>>>

Insert 2 single spaces after the subheading (Heading Level 2) before starting the paragraph. The subheading above is 4 single spaces after the previous paragraph. >>>>

Insert 2 single spaces after the subheading (Heading Level 2) before starting the paragraph. The subheading above is 4 single spaces after the previous paragraph. Use past tense. >>>>>>>>> >>>>>>>>

previous paragraph. >>>>

Cover page number in first page of each chapter.

RESULTS AND DISCUSSION

Insert 3 single spaces after the heading (Heading Level 1) before starting the paragraph. >>>>

Table 1. Table title>>>

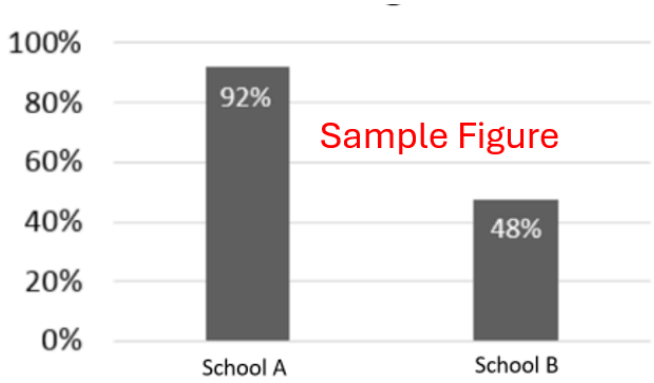

Figure 1. Figure title hang indent (indent second line of caption, if any) >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>> >>>>>>>>>>>>>>>.



Figure 2. Figure title hang indent (indent second line of caption, if any) >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>> >>>>>>>>>>>>>>>.

Cover page number in first page of each chapter.

SUMMARY, CONCLUSIONS AND RECOMMENDATIONS

Insert 3 single spaces after the heading (Heading Level 1) before starting the paragraph. Present the summary of the highlights or synthesis of your study

The conclusion part should include the implications of major findings of the study. Recommendations can be included.

Cover page number in first page of each chapter.

LITERATURE CITED
(minimum of 20 references)

[Arrange the list alphabetically; delete this comment in the final paper; start after 3 blank spaces after the heading (Literature Cited)] Click Ctrl+This Link for APA 7th Style Guide .

Araula, M. W. (2002). *The relationship between father's parenting styles and adolescents' locus of control among senior students of Pikit National High School, Pikit, North Cotabato* [Unpublished master's thesis]. University of Southern Mindanao. [sample thesis; Italics for title; capitalize *ONLY* the first letter of the first word of the title]

Bernardo, A. B. I. (2004). McKinley's questionable bequest: Over 100 years of English in Philippine education. *World Englishes*, *23*, 17-31. [sample journal article with no DOI; the first letters of the all major words of the journal title are capitalized]

Cabasan, M. T. N., Kumar, A., & De Waele, D. (2018). Evaluation of resistance and tolerance of rice genotypes from crosses of *Oryza glaberrima* and *O. sativa* to the rice root-knot nematode, *Meloidogyne graminicola*. *Tropical Plant Pathology, 43*, 230-241. https://doi.org/10.1007/s40858-018-0210-8 [sample of journal article with DOI; The DOI is a hyperlink (indicated by underline—that is, when we click on it, we will be directed to the article in the Internet). Italics for journal name and volume number; capitalize the first letter of all the words in the journal name; doi starts with https; no period after DOI.]

Giller, K. E., McDonagh, J. F., & Cadish G. (1994). Can biological nitrogen fixation sustain agriculture in the tropics? In J. K. Syers & D. L. Rimmer (Eds.). Soil science and sustainable land management in the tropics (pp. 173-191). CAB International. [sample book chapter; capitalize *ONLY* the first letter of the first word of the title]

Gomez, K. A. & Gomez, A. A. (1984). *Statistical procedures for agricultural research*. (2nd ed). John Wiley & Sons. [sample book; capitalize *ONLY* the first letter of the first word of the title]

Jones, C. & Olson-Rutz, K. (2016). *Plant nutrition and soil fertility: Nutrient management*. https://landresources.montana.edu/nm/documents/NM2.pdf [sample document retrieved online; no period after url; No need to write date retrieved, EXCEPT when content is likely to change]

The World Bank. (2024). Population, total. Retrieved April 27, 2024, from https://data.worldbank.org/indicator/SP.POP.TOTL [In websites, we do

NOT put the Retrieval Date, EXCEPT in cases when the information is likely to be updated or changed, such as in this reference where population is reported—population is likely to change]

Virmani, S. S. (2001). Opportunities and challenges of developing and using hybrid rice technology in the tropics. In S.B. Peng & B. Hardy (Eds.). *Rice research for food security and poverty alleviation* (Proceedings of International Rice Conference, p. 407). International Rice Research Institute [sample conference proceedings; similar to book chapter]

APPENDICES

Appendix A. Application for Change of Research Adviser (if applicable)

UNIVERSITY OF SOUTHERN MINDANAO
Kabacan, Cotabato
Philippines

APPLICATION FOR CHANGE OF THESIS ADVISER

Date: _____

_____ (Name of Proposed Adviser)
Department of _____
College of _____
USM, Kabacan, Cotabato

Sir / Madam:

I would like to request for change of thesis adviser for the following reasons:

_____
_____
_____.

I am hoping for your favorable approval on this request. Thank you very much.

Very truly yours,

_____
Printed Name and Signature of Student

RECOMMENDING APPROVAL	NOTED
_____ Department Research Coordinator _____ Date	_____ Department Chairperson _____ Date
APPROVED	**CONFORME**
_____ Adviser (New)	_____ Adviser (Old)

_____ Date	_____ Date

Appendix B. Application for Change of Research Title (if applicable)

SITY OF SOUTHERN MINDANAO
Kabacan, Cotabato
Philippines

APPLICATION FOR CHANGE OF RESEARCH TITLE

Date: _____

_____
Chairperson, Department of _____

SIR/MADAM:

I would like to request your office to allow me to change my research proposal with title "_____
_____
_____" to "_____
_____

The following are the reasons for the change:

1.
2.
3.

Very truly yours,

_____
Printed Name and Signature of Student

NOTED	
_____ Adviser	_____ Date
_____ Department Research Coordinator	_____ Date
_____ College Research Coordinator **REMARKS:** _____	_____ Date
APPROVED	
_____ Department Chairperson	_____ Date

Appendix C. Actual Budget of the Research (additional form)

College Seal

UNI OF SOUTHERN MINDANAO
bacan, Cotabato
Philippines

ACTUAL BUDGET OF THE RESEARCH

Title of Study

_____
_____
_____.

ITEMS/DESCRIPTION	ACTUAL COST
Grand Total	

Prepared and submitted by:

_____
Printed Name and Signature of the Student

NOTED	
_____ Adviser	_____ Date
_____ Department Research Coordinator	_____ Date
_____ Department Chairperson	_____ Date

Appendix D. Application for Manuscript Defense

UNIVERSITY OF SOUTHERN MINDANAO
Kabacan, Cotabato
Philippines

Colleg Seal

APPLICATION FOR MANUSCRIPT DEFENSE

Name	
Degree/Major	
Thesis Title	
Date of Examination	
Time	
Place	

MEMBERS OF THE EXAMINING COMMITTEE

Name	Signature	Date

RECOMMENDING APPROVAL:

_____ Adviser

_____ Co-Adviser (Optional)

APPROVED:

_____ College Statistician (Optional)

_____ Department Research Coordinator

_____ Department Chairperson

REPORT ON THE RESULT OF EXAMINATION

Name	Signature	Remarks

APPROVED:

_____ Department Research Coordinator

_____ Date

Appendix E. AI Disclosure Statement

~~**Appendix D. Application for Thesis Outline Defense**~~

UN OF SOUTHERN MINDANAO
bacan, Cotabato
Philippines

College Seal

AI DISCLOSURE STATEMENT

This research paper serves as an attachment for:

- € Outline defense/ Final Outline
- € Manuscript defense /Final Manuscript

This research paper used AI for (Check all that apply)**:**

- € Improving word choice and sentence structure
- € Improving paragraph organization and overall tone
- € Computer code generation or correction
- € Improvement of graphics
- € Assistance in interpretation of data
- € Summarization
- € Transcription and/or Translation
- € Brainstorming
- € I did not use AI in this paper
- € Idea framing

The use of AI for this paper is reflected herein

AI Tool Used: _____ (e.g. OpenAI / Gemini, etc)

Prompts used

AI Tool Used: _____ (e.g. OpenAI / Gemini, etc)

Prompts used

Add more tables if several AI tools were used.

Disclosure of AI Use in Non-Text Media, Including Images, Videos, etc.

Figure number or Location	**Prompt Used**	**Caption**
Figure XX	Paste here the prompt entered in the AI tool	Paste here the figure caption, which should also

		disclose AI use as follows: Generated using ___, [date]
Appendix XX		
[add more as necessary]		

All AI-assisted outputs were critically reviewed, edited, and validated by the t research coordinator to ensure accuracy, originality, liance with ethical research practices. The author assumes full responsibility for the content and integrity of this paper.

_____
Printed name and signature of student

APPROVED:

_____ _____
Adviser Department Research Coordinator

_____ _____
Date Date

Appendix F. AI Checklist

~~**Appendix D. Application for Thesis Outline Defense**~~

UNI OF SOUTHERN MINDANAO
bacan, Cotabato
Philippines

College Seal

AI CHECKLIST

Thesis title: _____ **Date:** _____
Name of student/s: _____

For Outline/Manuscript Defense

€ **Defense** € **1st re-defense** € **2nd re-defense**

	Yes	No
The student can explain complex passages from the thesis in simpler terms when asked by the panel. For example, the student can answer questions such as: ● How can you explain this paragraph of the thesis?		
The student can justify the sources, citations, or theoretical concepts used in the literature review. For example, the student can answer questions such as: ● What is the main argument of this cited study? ● How or what part of this cited study is relevant in your research?		
(For manuscript defense only) The student can clearly explain how the data were analyzed. Sample question: For example, the student can answer questions such as: € How did you analyze your data?		
All cited references are existing (i.e., There are no fake references).		
All information presented in the thesis is accurate, and assertions supported by references are true to the cited sources.		

€ **(At least one "no")** The student has to re-defend.

€ The student has demonstrated knowledge of all claims and may proceed to be evaluated on other aspects of the paper.

Approved:

Adviser	**College Research Coordinator**
Date	**Date**

For Approval of Outline/Manuscript

€ **1st checking** € **2nd checking** € **3rd checking** € **4th checking**

INDICATORS OF IRRESPONSIBLE USE OF AI	Yes	No
A. Sanctionable AI use		
A1. The thesis contains fake citations or references.		
A2. The thesis contains hallucinations, fake data, unsupported claims, and/or claims that are not true to the cited sources.		
B. According to Prompts		
B1. Portions of the thesis were generated by AI, without substantial human input.		
B2. AI was used as the sole tool for analyzing the results		
B3. Personal information was fed into the system.		
B4. References were summarized using AI, with little indication that the student actually read the original source.		
B5. The thesis contains fake citations or references.		

€ **(At least one "Yes" in section A)** Thesis contains sanctionable use of AI, and must be revised.
(Note: If instances of **A1 and/or A2 persist** after the first revision, students will be subject to approved sanctions.)

€	**(At least one "Yes" in section B)** Thesis contains irresponsible use of AI, and must be revised.
€	Thesis is found to be compliant with responsible use of AI.

Approved:

Adviser	**College Research Coordinator**
Date	**Date**

USM-EDR-F26-Rev.0.2026.07.15

SOUTHERN MINDANAO
:an, Cotabato
Philippines

College Seal

CURRICULUM VITAE

(NAME)
Address
Contact #
Email

(You may add some more appendices for raw or processed data, pictures etc... as Appendix E, Appendix F and so and the Curriculum Vitae on the last page.

PERSONAL INFORMATION	
Last Name	
First Name	
Middle Name	
Nickname	
Age	
Nationality	
Religion	
Civil Status	
Father's Name	
Mother's Name	
Educational Background	
Elementary	
Junior High School	
Senior High School	
Tertiary	
RELEVANT TRAINING (Note: Please write all relevant trainings and subjects/courses that you took that make you capable of conducting the research. For example, trainings that you may include (depending on your topic and methodology) are research, statistics, physico-chemical analysis, etc.) --> DELETE this note in the final copy.	

- **Training/course title here**
- **Training/course title here**
- **etc**