

NOTE:

Names must be listed in alphabetical order.
Delete this instruction in your final paper

Thesis Outline 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

2

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 manuscript 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 Manuscript submitted has been used for any other paper in another higher education or research institution.

Printed Name and Signature

Printed Name and Signature

Printed Name and Signature

Date

NOTE:

Names must be listed in alphabetical order.
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APPROVAL OF THESIS OUTLINE

Name		Note: Kindly include all members' names in the table separated by commas, and list them in alphabetical order. Delete this instruction in your final paper
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	_____ Dean

Date

Date

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

Index No: _____

Recorded by: _____

RECORDED:

Head, Academic Research and Monitoring Unit

Date

Recorded by: _____

USM-EDR-Fo4-Rev.4.2020.11.16

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

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INTRODUC

Significance of the Study

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Research Questions (for qualitative studies)
Research Objectives (for quantitative studies)

Insert 2 single spaces after the subheading before starting the paragraph ...

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Word – add meaning here, start the 1st word 3 single spaces after the subheading. Operational definition of terms starts in a new page.

Word – add meaning here and so on...

Theoretical Framework/Lens (usually “Theoretical Lens” is used for qualitative studies)

[illegible]

Hypothesis/es of the Study (if applicable)

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Cover page number in first page of each chapter.

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Topic 1 Subheading (Heading Level 2)

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Topic 2 Subheading (Heading Level 2)

[illegible][illegible][illegible]

Topic 3 Subheading (Heading Level 2)

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METHODS

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 future tense>> >>>>>>>>>> >>>> >>>>> >>>>>>>>>>.

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Ethical Considerations (for studies involving humans or animals)

For research involving animals, describe how animal welfare is protected for the whole duration of the study. Ensure that approval from the institutional animal care and use committee (IACUC) is obtained. Include evidence of approval in the appendices of the manuscript.

[illegible]

Cover page number in first page of Literature Cited

LITER
(minim

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Guide.

blank
Style

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 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; 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 website; 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 Research Adviser

Application for Research Adviser

 UNIVERSITY OF SOUTHERN MINDANAO Kabacan, Cotabato Philippines
APPLICATION FOR RESEARCH ADVISER

(Date) _____

_____ (Name of Proposed Adviser)

Department of _____

College of _____

USM, Kabacan, Cotabato

Sir / Madam:

I would like to request that you will be my Research adviser effective ____semester,
 SY _____. I intend to work on _____

(Title)

_____.

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

Very truly yours,

 Printed Name and Signature of Student

APPROVED
_____ Adviser _____ Date

Appendix B. Application for Research Title

Appendix B. Application for Research Title

 UNIVERSITY OF SOUTHERN MINDANAO Cotabato, Cotabato Philippines
APPLICATION FOR RESEARCH TITLE



(Date) _____

Chairperson, Department of _____

SIR/MADAM:

I would like to request your office to allow me to research on the study entitled

" _____

_____."

The study has the following objectives:

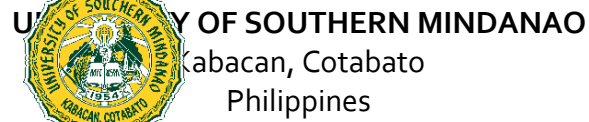
1. _____
2. _____
3. _____

Very truly yours,

Printed Name and Signature of Student

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

Appendix C. Estimated Budget of the Research



Title of Study

Prepared and submitted by:

Printed Name and Signature of the Student

USM-EDR-Fo6-Rev.3.2020.02.24

Appendix D. Application for Thesis Outline Defense

Appendix D. Application for Thesis Outline Defense



University of Southern Mindanao
Davao City, Cotabato
Philippines

APPLICATION FOR THESIS OUTLINE DEFENSE

Name		
	Note: Kindly include all members' names in the separated by commas, and list them in alphabetical order. Delete this instruction in your final paper.	
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 Chairperson

Department Research Coordinator	

REPORT ON THE RESULT OF EXAMINATION

Name	Signature	Remarks
_____	_____	_____
_____	_____	_____
_____	_____	_____

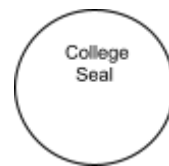
APPROVED:

Department Research Coordinator

Date

Appendix E. Application for Group Research

 UNIVERSITY OF SOUTHERN MINDANAO Kabacan, Cotabato Philippines
APPLICATION FOR GROUP RESEARCH



Date (mm/dd/yy)

(NAME OF PROPOSED ADVISER)

(Name of Department)

(Name of College)

USM, Kabacan, Cotabato

Sir / Madam:

We would like to request that you allow us to work on our research by group. It is within our understanding that working as a group is of our own choice and each bears equal responsibility in completing the output, as indicated in the task allocation matrix.

We, the undersigned, do hereby certify and declare that (Name of Group Member) is duly authorized to process, on behalf of the group, all outline- and manuscript-related forms, including but not limited to the **Application for Research Adviser, Application for Research Title, Acceptance of Thesis, and Budgetary Requirements (Estimated Budget and Actual Budget)**. The aforementioned member's name and signature shall serve as the official representation of the group for such purposes.

Should some group member/s decide not to continue with the thesis due to unforeseeable circumstances, e.g. transfer to another university, file a leave of absence, and etc., the remaining members shall proceed with the study without the inclusion of additional members.

We are hoping for your most favorable approval on this request. Thank you very much.

Very truly yours,

Printed Name and Signature of Student

APPROVED
_____ Adviser _____ Date



Appendix F.

Thesis Title		
Adviser		Date Submitted
Group Members		
Thesis components <i>(these can be revised, as appropriate)</i>	Member/s Assigned (For shared tasks, indicate % contribution)	Description
Problem statement and objective	Member A – 30% Member B – 40% Member C – 30%	Draft clear problem statement and objectives
Related literature	Member A	Read about [Topic A]
	Member B	Read about [Topic B]
	Member C	Read about [Topic C]
Synthesis of literature	Member A – 40% Member B – 30% Member C – 30%	Write the literature (Chapter 2) in a cohesive way
Theoretical/Conceptual Framework	Member C	Develop and justify the framework
Intervention/Technology Design	Member A – 40% Member B – 40% Member C – 20%	Brainstorm on the intervention and create a drawing
Methodology <i>[add as many tasks as necessary]</i>	Member A	Write about the respondents, sampling procedure, research instrument
	Member B	Write the data collection procedure
	Member C	Write the data analysis procedure
Formatting & Referencing	Member A	Ensure proper citations, APA 7 th Ed formatting
Final editing & proofreading	Member B – 50% Member C – 50%	Grammar, flow, completeness
Oral presentation preparation	Member A	Create presentation slides

Submitted by		Date Submitted:
Name & Signature of Member A	Name & Signature of Member B	Name & Signature of Member C

Dummy Tables

Table 1. Dummy table title>>>>>>>>>>>>>>>>>>>>>>>>>>.					
Column 1		Column 2		Column 3	
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5					

Table 2. Dummy table title....>>>>>>>>>>>>>>> >>>>> > > > > > > >		
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 UNIVERSITY OF SOUTHERN MINDANAO Marikina City, Cotabato Philippines
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 on 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	

Note: All group members should have their own curriculum vitae. Delete this instruction paper.

