



COURSE OUTLINE
RES 4 Introduction to Research
1st Semester SY 2019 - 2020

RSU VISION: Romblon State University as a premier institution of higher education in the MIMAROPA region for a globally competitive Province of Romblon.

RSU MISSION: The Romblon State University is committed to: (1) provide advanced education, higher technological and professional instruction; (2) provide training in agriculture and fishery, for science and technology, education, arts, agriculture, and other relevant fields of study; (3) undertake research and extension services; and (4) provide progressive leadership in its areas of specialization.

COURSE DESCRIPTION: This course covers the basic stages and processes to undertake a research study, particularly in writing up a research paper proposal or an undergraduate thesis proposal. It includes the basic concepts, principles, procedures and methods of a research and thesis writing, as well as the content and structure of a thesis proposal.

CONTENT AND TOPICS: (1) Meaning and Characteristics of Research, Importance/Relevance of Conducting a Research Coverage of the Undergraduate Thesis (Contents/Chapters); (2) Components of the Research Process; (3) Research Problem and Objectives, Theoretical and Conceptual Frameworks; (4) Review of Related Literature; (5) Research Instrument and Design; (6) Data Collection, Sampling, Data Processing and Statistical Analysis, and Data Interpretation; (7) Research Proposal/Thesis Proposal Writing.

COURSE POLICIES

- ✓ Attendance is necessary for each student to obtain maximum benefits for instruction. Eighty percent (80%) of the total required hours must be attended for each semester.
- ✓ None wearing of complete uniform is considered no attendance credit and will not be allowed to take examinations or tests/ quizzes.
- ✓ There will be three or four long exams given during the semester. Make-up exams will be given for missed exams at the discretion of the instructor and only for excused absences (university approved absences).
- ✓ Major exams (Mid-term and Final) will be given at the time prepared by the College. All students must take the major exams.
- ✓ Projects and assignments must be submitted on time. Late submission will not be accepted, it must be turned in at the beginning of class. Projects and assignments must be in acceptable engineering form including a problem statement, labeled drawings of the system considered and all equations and units must be shown or the problem will not be graded.
- ✓ Quizzes will be given on a random basis, sometimes announced ahead of time and others will be unannounced. Make-up quizzes will be given only for excused absences.
- ✓ Special examination is only given for excused absences. Excuse letter duly signed by the parents or guardian or a medical certificate (in case of sickness) is required.
- ✓ Students without calculator will not be allowed to take examinations. If table and charts are needed, it is also a requirement.
- ✓ **Students are required to have a notebook for the subject.** It is expected that all students will take notes during class and will study these notes. Handouts should be downloaded or photocopied. Assignments will be handwritten in the notebook.

- ✓ No sharing calculators during tests, quizzes, etc. No electronic gadget, computers, etc. during a quiz or a test. Only a calculator may be used during a test or a quiz.
- ✓ Cell phones are allowed, provided, it must be on silent mode, must not be used during class hours except during extreme necessities, and must be off during tests and examinations.
- ✓ Group studying and peer teaching is encouraged to enhance the knowledge and skills.
- ✓ Any form of cheating will not be tolerated.
- ✓ **Plagiarism is not tolerated in the preparation of written reports, thus proper citation and referencing are necessary.**

COURSE REQUIREMENTS

Attendance/Class Participation	5%
Assignment	5%
Quiz	15%
Group Work (Thesis Proposal)	35%
Midterm and Final Examinations	40%

GRADES EQUIVALENT

<i>Rating</i>	<i>Grade</i>
96 - 100	1.00
91 - 95	1.25
86 - 90	1.50
81 - 85	1.75
76 - 80	2.00
71 - 75	2.25
66 - 70	2.50
61 - 65	2.75
60	3.00
Conditional	4.00
Below 60	5.00

CONDITIONAL is not a grade. It is given to students that lacks necessary requirements and therefore, must be accomplished before the end of that semester to obtain a grade. INCOMPLETE (INC) is reflected in the university online grading/report system as a mark given to the students for major compliance in the subjects which requires a Completion Form from the Registrar to be filled-up and accomplished within a year, otherwise noncompliance is a final grade of 5.0. WITHDRAW (W) is also reflected in the online grading/report system to indicate that the student withdraw or did not finish/complete the subject enrolled.

LIST OF SELECTED READING AND REFERENCE MATERIALS

- 1 Albert, J. R. (2008). *Basic Statistics for the Tertiary Level*, Padua, Patungan & Marquez (eds), Manila: Rex Book Store
- 2 Ariola, M. (2016). *Principles and Methods of Research*, 1st Edition, Quezon City: Rex Store, Inc.
- 3 Asaad, A. S. (2008). *Statistics Made Simple for Researchers*, Manila: Rex Book Store
- 4 Calderon, J. & Gonzales, E. (2016). *Methods of Research and Thesis Writing*, Mandaluyong City: National Book Store

- 5 Castillo, F. S. (2007). *Research Education and Scientific Writing*, Latest Edition, Manila: Booklore Publishing Corporation
- 6 Finkelsten, L. Jr (2005). *Pocket Book of Technical Writing for Engineers and Scientists*, 2nd Edition, McGraw-Hill (Asia)
- 7 Fraenkel, K. R., Wallen, N. E., and Hyun, H. H. (2013). *How to Design and Evaluate Research in Education*, 8th Edition, New York, USA: McGraw-Hill International Edition
- 8 Frankfort-Nachmias, C., and Nachmias, D. (1997). *Research Methods in the Social Sciences*, 5th Edition, London: Arnold.
- 9 Fraenkel, K. R., and Wallen, N. E. (2010). *How to Design and Evaluate Research in Education*, 7th Edition, New York, USA: McGraw-Hill International Edition
- 10 Hair, J., Celsi, M., Ortinau, D. and Bush, R. (2017). *Essentials of Marketing Research*, 4th Edition, New York: McGraw Hill Education
- 11 Jha, A. S. (2011). *Research Methodology*, Delhi, India: APH Publishing Corporation
- 12 Mustafa, A. (2010). *Research Methodology*, India: AITBS Publishers
- 13 Paler-Calmorin, L, & Calmorin, M. A. (2007). *Research Methods and Thesis Writing*, 2nd edition, Manila: Rex Book Store
- 14 Sanchez, C. A. (1997). *Methods Techniques of Research*, 3rd Edition, Manila: Rex Book Store
- 15 Tayie, S. (2005). *Research Methods and Writing Research Proposals*, Pathways to Higher Education Project, Center for Advancement of Postgraduate Studies and Research in Engineering Sciences, Faculty of Engineering – Cairo University
- 16 Trinidad, J.E (2018). *Researching, Philippine Realities: A Guide to Qualitative, Quantitative, and Humanities Research*, Quezon City: Ateneo De Manila University Press
- 17 Walliman, N. (2018). *Research Methods the Basics*, Second Edition, London and New York: Routledge Taylor & Francis Group

Prepared by:

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