<THESIS TITLE>

A Thesis Proposal

Presented to the Faculty of the

Information and Communications Technology Program

STI College <School Name>

In Partial Fulfilment

of the Requirements for the Degree

Bachelor of Science in <Program>

< Researcher’s Given Name MI. Family Name>

< Researcher’s Given Name MI. Family Name>

< Researcher’s Given Name MI. Family Name>

< Researcher’s Given Name MI. Family Name>

<Date of Proposal Defense>

ENDORSEMENT FORM FOR PROPOSAL DEFENSE

TITLE OF RESEARCH: <Research Title>

NAME OF PROPONENTS: < Researcher’s Given Name MI. Family Name>

< Researcher’s Given Name MI. Family Name>

< Researcher’s Given Name MI. Family Name>

< Researcher’s Given Name MI. Family Name>

In Partial Fulfilment of the Requirements

for the degree Bachelor of Science in <Program>

has been examined and is recommended for Proposal Defense.

ENDORSED BY:

<Thesis Adviser’s Given Name MI. Family Name>

Thesis Adviser

APPROVED FOR PROPOSAL DEFENSE:

<Thesis Coordinator’s Given Name MI. Family Name>

Thesis Coordinator

NOTED BY:

<Program Head’s Given Name MI. Family Name>

Program Head

<Date of Proposal Defense>

# APPROVAL SHEET

This thesis proposal titled <Research Title>, prepared and submitted by < Researcher’s Given Name MI. Family Name>; < Researcher’s Given Name MI. Family Name>; < Researcher’s Given Name MI. Family Name>; and < Researcher’s Given Name MI. Family Name>, in partial fulfillment of the requirements for the degree of Bachelor of Science in <Program>, has been examined and is recommended for acceptance and approval.

<Thesis Adviser’s Given Name MI. Family Name>

Thesis Adviser

Accepted and approved by the Thesis Review Panel

in partial fulfillment of the requirements for the degree of

Bachelor of Science in <Program>

|  |  |
| --- | --- |
| <Panelists’ Given Name MI. Family Name> | <Panelists’ Given Name MI. Family Name> |
| Panel Member | Panel Member |

<Panelists’ Given Name MI. Family Name>

Lead Panelist

Noted:

|  |  |
| --- | --- |
| <Thesis Coordinator’s Given Name MI. Family Name> | <Program Head’s Given Name MI. Family Name> |
| Thesis Coordinator | Program Head |

<Date of Proposal Defense>

# Table of Contents

|  |  |  |
| --- | --- | --- |
|  | | Page |
| Title Page | | i |
| Endorsement Form for Proposal Defense | | ii |
| Approval Sheet | | iii |
| Table of Contents | | iv |
| Introduction | | 1 |
|  | Background of the problem |  |
|  | Overview of the current state of technology |  |
|  | Objectives of the study |  |
|  | Scope and limitations of the study  Review of related literature/studies/systems |  |
| Methodology | |  |
|  | Hardware/Software |  |
|  | Calendar of Activities |  |
|  | Budgetary Estimate |  |
|  | Human Resources |  |
| References | |  |

# Introduction

The introduction is a key paragraph for both readers and writers. First impressions matter. The reader will be more inclined to read a paper and consider a position if the initial paragraph is clear, organized, and engaging. For the writer, a carefully crafted first paragraph acts as a springboard, establishing the order and direction for the entire paper. The form and content of an introduction depend upon many factors, including the specifics of the assignment, the intended audience, the style of the discipline, and the expectations of your professor. In general, your introduction should capture the reader’s attention, reflect the question raised by the assignment, provide essential context for your topic, and define key terms.

In the succeeding paragraphs, there should be no indentations, paragraphs are justified with left alignment. Delete this highlighted section and replace it with your Introduction.

## Background of the problem

This section describes the broad foundations of the proposed Thesis and the rationale for conducting the study. This part should assert and explain to the reader why the study is vital and essential. This part will provide the contributions of your study to the field. This part should illustrate that it will solve an existing problem or gap. Possible beneficiaries as well as implications may also be given. Identify the needs or problems to be addressed. You may include the target population and any statistical information that you may have.

In the succeeding paragraphs, there should be no indentations, paragraphs are justified with left alignment. Delete this highlighted section and replace it with your Background of the problem.

## Overview of the current state of the technology

This should contain the problems and their current solutions being implemented. The discussion could either be in chronological or logical order. This should include only enough detail to show the specific improvements introduced by each. This should lead to the specific problem that the proponents intend to address. The information regarding the technology or field should be contemporary and not based on outdated sources. You may include here the length of time needs/problems have existed, whether the problem has ever been addressed before, and what the outcome was. You should be able to arrive at pointing out the rationale of your problem, what your research will try to address based on the existing situation, system, or technology.

In the succeeding paragraphs, there should be no indentations, paragraphs are justified with left alignment. Delete this highlighted section and replace it with your Background of the problem.

## Objectives of the study

This section should state what the proponents need to do. There should be a general objective of the whole problem followed by the specific objectives into which the general objective is broken up. The general objectives and specific objectives should be formulated first before developing the software programs or prototype. Each specific question must be clear and unambiguous. Answers to specific objectives must contribute to the development of the whole research problem or capstone project. The number of specific objectives should be enough to cover the whole problem or case under study.

Objectives are written by either beginning with a verb or an infinitive. Generally, there should be a general objective and specific objectives. The General objective is the major problem. Usually, it is a one-sentence paragraph.

The specific objectives, on the other hand, are enumerated starting with number one (1). They should be stated in logical order.

1. Objective number 1;
2. Objective number 2; and
3. Last objective. Delete this highlighted section and replace it with your objectives.

## Scope and limitations of the study

This section may be subdivided into two parts: the Scope of the study and the Limitations of the study. The scope of the study should include a brief statement of the general purpose of the study, the target users or beneficiaries of the study, the period of the study, and the features of the proposed software.

The limitations of the study include the weaknesses of the study beyond the control of the researcher. This section may not be included in the study if there is no such weakness of the study beyond the control of the researcher. Delete this highlighted section and replace it with

## Review of related literature/studies/systems

This section aims to show an overview of the subject, issue, or theory under consideration. It provides a review of the division of works under different categories like those in support or against a particular position/ theory/ argument or those offering an alternative. Explanations of how each work is similar and how it varies from the others are also presented in a literature review.

According to Caulley, the literature review should:

* compare and contrast different author’s views on an issue;
* group authors who draw similar conclusions;
* criticize aspects of methodology;
* note areas in which authors are in disagreement;
* highlight exemplary studies;
* highlight gaps in research;
* show how your study relates to previous studies;
* show how your study relates to the literature in general; and
* conclude what the literature says.

In the succeeding paragraphs, there should be no indentations, paragraphs are justified with left alignment. Delete this highlighted section and replace it with your own literature review.

In the last section, the researcher should be able to convince his reader that his thesis is not a duplication of other’s work. It should contain the conclusive summary of the Review of related literature/studies/systems. In case the proposed thesis is a continuation of previous work, this section should give emphasis or justification for why the proposed thesis is needed. An example of a good justification is when the previous work recommends that further improvement is needed to maximize the benefits of his work.

There may also be a need to continue with the present investigation to affirm or negate the findings of other inquiries about the same research problem or topic so that generalizations or principles may be formulated. These generalizations and principles would be the contribution of the present investigation, together with other studies to the fund of knowledge.

In the succeeding paragraphs, there should be no indentations, paragraphs are justified with left alignment. Delete this highlighted section and replace it with your own synthesis.

## METHODOLOGY

The methodology is not intended to provide solutions; instead, it offers the theoretical underpinning for understanding which method, set of methods, or so-called best practices can be applied to specific cases, for example, to calculate a specific result. This section should outline the way in which a research project is to be undertaken and, among other things, identify the methods to be used in it. These methods, described in the methodology, define the means and modes of data collection or sometimes how a specific result is to be achieved.

In the succeeding paragraphs, there should be no indentations, paragraphs are justified with left alignment. Delete this highlighted section and replace it with your own methodology.

## **Har**dware/Software

This should list the specific hardware/software resources that the proponents expect to need in completing the thesis project. If both hardware and software are present in the study, they should be discussed separately with sub-headings Hardware and Software. In the succeeding paragraphs, there should be no indentations, paragraphs are justified with left alignment. Delete this highlighted section and replace it with your hardware or software resources.

## Calendar of Activities

This should contain the detailed sequence of activities that the proponents will undergo in completing the thesis project. This should discuss the activities, purpose or objectives of each activity, persons involved, and the resources needed in chronological order of execution. In the succeeding paragraphs, there should be no indentations, paragraphs are justified with left alignment. Delete this highlighted section and replace it with your activities.

## Budgetary Estimate

This should enumerate the resources that will be used from the beginning until the completion of the entire project. This is presented in tabular format. Fill in the table below.

Budgetary Estimate

|  |  |  |
| --- | --- | --- |
| Quantity | Specifics | Approximate Cost |
|  |  |  |
|  |  |  |

## Human Resources

The following pages contain the curriculum vitae of the researchers and the Adviser’s Acceptance Form.

Curriculum Vitae of

<GIVEN NAME MI. FAMILY NAME>

<complete address>

<email address>

contact number, either cellular phone or landline or both

EDUCATIONAL BACKGROUND

|  |  |  |
| --- | --- | --- |
| Level | Inclusive Dates | Name of school/ Institution |
| Tertiary | month year |  |
| Vocational/Technical | month year |  |
| High School | month year |  |
| Elementary | month year |  |

PROFESSIONAL OR VOLUNTEER EXPERIENCE

|  |  |  |
| --- | --- | --- |
| Inclusive Dates | Nature of Experience/  Job Title | Name and Address of Company or Organization |
| month year |  |  |
| month year |  |  |
| month year |  |  |
| month year |  |  |

Listed in reverse chronological order (most recent first).

AFFILIATIONS

|  |  |  |
| --- | --- | --- |
| Inclusive Dates | Name of Organization | Position |
| month year |  |  |
| month year |  |  |
| month year |  |  |
| month year |  |  |

Listed in reverse chronological order (most recent first).

SKILLS

|  |  |  |
| --- | --- | --- |
| SKILLS | Level of Competency | Date Acquired |
|  |  | month year |
|  |  | month year |
|  |  | month year |

TRAININGS, SEMINARS OR WORKSHOP ATTENDED

|  |  |
| --- | --- |
| Inclusive Dates | Title of Training, Seminar or Workshop |
| month year |  |
| month year |  |
| month year |  |
| month year |  |

Listed in reverse chronological order (most recent first).

ADVISER’S ACCEPTANCE FORM

NAME OF PROPONENTS: <Name of Researchers>

<Name of Researchers>

<Name of Researchers>

<Name of Researchers>

APPROVED RESEARCH TITLE: <Title of Approved Research>

AREA OF STUDY: <Area of Research and Field of Study>

CONFORME:

<Given Name MI. Family Name of Thesis Adviser>

Thesis

APPROVED BY:

<Given Name MI. Family Name of Thesis Coordinator> Date: <day Month, year>

Thesis Coordinator

NOTED BY:

<Given Name MI. Family Name of Program Head>

Program Head

# References

Your reference list should appear at the end of your paper. It provides the information necessary for a reader to locate and retrieve any source you cite in the body of the paper. Each source you cite in the paper must appear in your reference list; likewise, each entry in the reference list must be cited in your text. Your references should begin on a new page separate from the text of the manuscript; label this page REFERENCES centered at the top of the page (bold, but do not underline or use quotation marks). All text should be double-spaced, just like the rest of the text.

Basic Rules

•All lines after the first line of each entry in your reference list should be indented one-half inch from the left margin. This is called hanging indentation.

• Authors’ names are inverted (last name first); give the last name and initials for all authors of a particular work unless the work has more than six authors. If the work has more than six authors, list the first six authors and then use et al. after the sixth author’s name to indicate the rest of the authors.

•Reference list entries should be alphabetized by the last name of the first author of each work.

•If you have more than one article by the same author, single-author references or multiple-author references with the exact same authors in the exact same order are listed in order by the year of publication, starting with the earliest.

•When referring to any work that is NOT a journal, such as a book, article, or Web page, capitalize only the first letter of the first word of a title and subtitle, the first word after a colon or a dash in the title, and proper nouns. Do not capitalize the first letter of the second word in a hyphenated compound word.

•Capitalize all major words in journal titles.

•Italicize titles of longer works such as books and journals.

•Do not italicize, underline, or put quotes around the titles of shorter works such as journal articles or essays in edited collections.

The following rules for handling works by a single author or multiple authors apply to all references in your reference list, regardless of the type of work (book, article, electronic resource, etc.)

Single Author: Last name first, followed by author initials.

Example:

Berndt, T. J. (2002). Friendship quality and social development. Current Directions in Psychological Science, 11, 7-10

Two Authors: List by their last names and initials. Use the ampersand (&) instead of “and.”

Example:  
Wegener, D. T., & Petty, R. E. (1994). Mood management across affective states: The hedonic contingency hypothesis. Journal of Personality & Social Psychology, 66, 1034-1048.

Three to Six Authors: List by last names and initials; commas separate author names, while the last author name is preceded again by ampersand.

Example:

Kernis, M. H., Cornell, D. P., Sun, C. R., Berry, A., & Harlow, T. (1993). There’s more to self-esteem than whether it is high or low: The importance of stability of self-esteem. Journal of Personality and Social Psychology, 65, 1190-1204.

More Than Six Authors: If there are more than six authors, list the first six as above and then “et al.,” which stands for “and others.” Remember not to place a period after “et” in “et al.”

Example:

Harris, M., Karper, E., Stacks, G., Hoffman, D., DeNiro, R., Cruz, P., et al. (2001). Writing labs and the Hollywood connection. Journal of Film and Writing, 44(3), 213-245. Organization as Author: Name of Organization. (year)

Example:

American Psychological Association. (2003).

Unknown Author:

Example:

Merriam-Webster’s collegiate dictionary (10th ed.).(1993). Springfield, MA: Merriam-Webster.

NOTE: When your essay includes parenthetical citations of sources with no author named, use a shortened version of the source’s title instead of an author’s name. Use quotation marks and italics as appropriate. For example, parenthetical citations of the two sources above would appear as follows: (Merriam-Webster’s, 1993) and (“New Drug,” 1993).

Two or More Works by the Same Author: Use the author’s name for all entries and list the entries by the year (earliest comes first).

Example:

Berndt, T.J. (1981).; Berndt, T.J. (1999).

When an author appears both as a sole author and, in another citation, as the first author of a group, list the one-author entries first.

Example:

Berndt, T. J. (1999). Friends’ influence on students’ adjustment to school. Educational Psychologist, 34, 15-28. Berndt, T. J., & Keefe, K. (1995). Friends’ influence on adolescents’ adjustment to school. Child Development, 66, 1312-1329.

References that have the same first author and different second and/or third authors are arranged alphabetically by the last name of the second author, or the last name of the third if the first and second authors are the same.

Example:

Wegener, D. T., Kerr, N. L., Fleming, M. A., & Petty, R. E. (2000). Flexible corrections of juror judgments: Implications for jury instructions. Psychology, Public Policy, & Law, 6, 629-654.

Wegener, D. T., Petty, R. E., & Klein, D. J. (1994). Effects of mood on high elaboration attitude change: The mediating role of likelihood judgments. European Journal of Social Psychology, 24, 25-43.

Two or More Works by the Same Author in the Same Year: If you are using more than one reference by the same author (or the same group of authors listed in the same order) published in the same year, organize them in the reference list alphabetically by the title of the article or chapter. Then assign letter suffixes to the year. Refer to these sources in your essay as they appear in your reference list, e.g.: “Berdnt (1981a) makes similar claims...”

Example:

Berndt, T. J. (1981a). Age changes and changes over time in prosocial intentions and behavior between friends. Developmental Psychology, 17, 408-416.

Berndt, T. J. (1981b). Effects of friendship on prosocial intentions and behavior. Child Development, 52, 636-643.

Article in Journal Paginated by Volume: Journals that are paginated by volume begin with page one in issue one, and continue numbering issue two where issue one ended, etc.

Example:

Harlow, H. F. (1983). Fundamentals for preparing psychology journal articles. Journal of Comparative and Physiological Psychology, 55, 893-896.

Article in Journal Paginated by Issue: Journals paginated by issue begin with page one every issue; therefore, the issue number gets indicated in parentheses after the volume. The parentheses and issue number are not italicized or underlined.

Example:

Scruton, R. (1996). The eclipse of listening. The New Criterion, 15(30), 5-13.

Article in a Magazine

Example:

Henry, W. A., III. (1990, April 9). Making the grade in today’s schools. Time, 135, 28-31.

Article in a Newspaper: Unlike other periodicals, p. or pp. precedes page numbers for a newspaper reference in APA style. Single pages take p., e.g., p. B2; multiple pages take pp., e.g., pp. B2, B4 or pp. C1, C3-C4.

Example:

Schultz, S. (2005, December 28). Calls made to strengthen state energy policies. The Country Today, pp. 1A, 2A.

Note: Because of issues with html coding, the listings below using brackets contain spaces that are not to be used with your listings. Use a space as normal before the brackets, but do not include a space following the bracket.

A Translation

Example:

Laplace, P. S. (1951). A philosophical essay on probabilities. (F. W. Truscott & F. L. Emory, Trans.). New York: Dover. (Original work published 1814).

Note: When you cite a republished work, like the one above, work in your text, it should appear with both dates: Laplace (1814/1951).

Edition Other Than the First

Example:

Helfer, M. E., Keme, R. S., & Drugman, R. D. (1997). The battered child (5th ed.). Chicago: University of Chicago Press.

Article or Chapter in an Edited Book: When you list the pages of the chapter or essay in parentheses after the book title, use “pp.” before the numbers: (pp. 1-21). This abbreviation, however, does not appear before the page numbers in periodical references, except for newspapers.

Example:

O’Neil, J. M., & Egan, J. (1992). Men’s and women’s gender role journeys: Metaphor for healing, transition, and transformation. In B. R. Wainrib (Ed.), Gender issues across the life cycle (pp. 107-123). New York: Springer.

Government Document

Example:

National Institute of Mental Health. (1990). Clinical training in serious mental illness (DHHS Publication No. ADM 90-1679). Washington, DC: U.S. Government Printing Office.

Report From a Private Organization

Example:

American Psychiatric Association. (2000). Practice guidelines for the treatment of patients with eating disorders (2nd ed.). Washington, D.C.: Author.

Conference Proceedings

Example:

Schnase, J.L., & Cunnius, E.L. (Eds.). (1995). Proceedings from CSCL ’95: The First International Conference on Computer Support for Collaborative Learning. Mahwah, NJ: Erlbaum.

Electronic Sources- Article From an Online Periodical: Online articles follow the same guidelines for printed articles. Include all information the online host makes available, including an issue number in parentheses.

Example:

Bernstein, M. (2002). 10 tips on writing the living Web. A List Apart: For People Who Make Websites, 149. Retrieved from <http://www.alistapart.com/articles/writeliving>

Newspaper Article

Example:

Parker-Pope, T. (2008, May 6). Psychiatry handbook linked to drug industry. The New York Times. Retrieved from <http://www.nytimes.com>

Online Lecture Notes and Presentation Slides: When citing online lecture notes, be sure to provide the file format in brackets after the lecture title (e.g. PowerPoint slides, Word document).

Example:

Roberts, K. F. (1998). Federal regulations of chemicals in the environment [PowerPoint slides]. Retrieved from <http://siri.uvm.edu/ppt/40hrenv/index.html>