

## URECA & FYP-URECA Research Paper Submission Guidelines

All URECA & FYP-URECA research papers that are recommended by the supervisors **will be compiled in Proceedings of URECA research papers in each Academic Year** and papers are subject to meeting the following criteria:

1. The paper follows methodologies that are acceptable to scholarly practice in the respective disciplines;
2. The paper is written clearly and coherently and in accordance with the prescribed format of an acceptable style manual;
3. It is written with academic honesty and integrity, i.e. it is free from plagiarized content as far as it can be ascertained (based on the Turnitin report);
4. The research paper has contributed to knowledge creation or advancement.

The URECA proceedings is stored in the [Digital Repository of NTU \(DR-NTU\)](#) Restricted Access (NTU community only).

If the content of the URECA research paper will be submitted to a journal, please indicate the expected date of publication in the remarks section of the URECA research paper submission system.

All students are expected to proofread their papers and supervising professors to confirm the quality and standard of their students' papers as there is no further check on the papers prior to compilation in the URECA proceedings.

### 1. RESEARCH PAPER TEMPLATE

Download the URECA & FYP-URECA Research Paper template from Student Link. Choose the template according to the origin of project:

1. Science & Engineering
2. Non- Science & Engineering

Click on the appropriate template and save to your desktop. Copy your text into the template and use the Save As command for your paper. The template has been set up for URECA Proceedings. Every effort should be made to avoid changing the Page Setup properties.

### 2. PAPER FORMATTING REQUIREMENTS

Please refer to respective paper template for formatting requirements such as font style, font size, paper margin, column margin, labelling of figures, graphs, tables & equations, etc.

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### 3. ACKNOWLEDGMENT

All Papers arising as a result of URECA & FYP-URECA programme must have the following (important) statement under the acknowledgement section.

***I would like to acknowledge the funding support from Nanyang Technological University – URECA Undergraduate Research Programme for this research project.***

***Or***

***This research project was supported by Nanyang Technological University under the URECA Undergraduate Research Programme.***

Acknowledgement also applies to Journal papers, Conference papers and Proceedings of URECA research papers arising as a result of URECA or FYP-URECA.

### 4. GENERATE ORIGINALITY REPORT USING TURNITIN

The research paper is required to submit for originality checking through Turnitin. Turnitin is an assignment tool in NTULearn for NTU faculty and students to submit student assignment papers for originality checking. The submitted papers are compared for matches or similar text to information in available file repositories used by Turnitin. The results of this comparison, known as Original Report, are made available in an easy to read format for supervising faculty and students to check their text against the matching sources.

To generate the Originality Report, submit the research paper through NTULearn under the course name URECA Papers Submission through Turnitin.

The research paper can be submitted as draft (optional) for self-checking of the text matching before the final submission to Turnitin to generate the Originality Report. Please note that resubmitted papers after the final submission to Turnitin may take a full 24 hours to generate a new Originality Report. (*Refer to Appendix for example of Originality Report*)

For more information, view video tutorials and guides on using Turnitin on NTU Turnitin website at <http://www.ntu.edu.sg/cits/lsa/lao/for-students/learning-tools/Pages/Turnitin.aspx>.

## URECA & FYP-URECA Research Paper Submission Guidelines

### 5. CHECKLIST BEFORE ELECTRONIC SUBMISSION

Please follow the checklist before your electronic submission:

- ☐ Proper paper layout – A4 Paper Size & Margins and Columns Width and Single spacing
- ☐ Correct fonts – Font style and size
- ☐ Number of pages within 4-12 pages (4 minimum and 12 maximum) [single spaced] – Including Acknowledgement, Reference and Appendix
- ☐ Content of paper must include: Title, Name section (Author, Supervisors, Mentors, and Collaborators), Abstract, Keywords, Introduction, Main Content, Conclusion, Acknowledgement and Reference
- ☐ Final check and proof read by your supervisor
- ☐ Obtain the Originality Report through Turnitin.

### 6. ELECTRONIC PAPER SUBMISSION

Log in to Student Intranet to upload your **URECA/ FYP-URECA research paper in MS Word Document** and the **Originality Report of your research paper in pdf**. The Originality Report is comprised of similarity index page and full research paper with matched text. **Deadline for the Electronic Submission is on 30 June 2023, Singapore Time 11:59PM.**

*FYP-URECA students: Please submit your FYP-URECA paper within 1 month after your school FYP completion. FYP-URECA student's access to NTULearn and Student Intranet will cease sometime in May due to change of status to graduated.*

*Please note:*

*URECA claims submitted earlier and approved by your supervisors will not be included for processing without the submission of your URECA deliverables.*

*Certificate of completion will only be issued to students who have submitted the URECA deliverables (Research Poster, Abstract of URECA Project, Research Paper & Reflection of research experience) with contents that are accepted by their supervisors, format that are accepted by URECA office and have obtained a pass grade for the overall URECA assessment. (URECA grading is not applicable to FYP-URECA students.)*

## URECA & FYP-URECA Research Paper Submission Guidelines

### Appendix - Example of Originality Report

URECA Research Paper				
ORIGINALITY REPORT				
Should not exceed 20%	14%	9%	2%	9%
	SIMILARITY INDEX	INTERNET SOURCES	PUBLICATIONS	STUDENT PAPERS
PRIMARY SOURCES				
1	www.aec.at Internet Source			3%
2	Submitted to Nanyang Technological University, Singapore Student Paper			2%
3	penelope.uchicago.edu Internet Source			1%
4	Waterhouse, Ellis. "robert r. wark, Early British Drawings in the Huntington Collection 1600–1750 : The Huntington Library, San Marino, California, 1969. Pp. 231; 160 pp. of pls; 16 figs. \$12.50", The Art Bulletin, 1971. Publication			1%
5	en.wikipedia.org Internet Source			1%
6	Submitted to University of Leeds Student Paper			1%
7	Submitted to University of Melbourne Student Paper			1%
8	Submitted to University of New South Wales Student Paper			<1%

Should not exceed 4% each

## URECA & FYP-URECA Research Paper Submission Guidelines

### Steps to download Originality Report in PDF format

The screenshot displays the URECA & FYP-URECA Research Paper Submission Guidelines interface. A 'Preparing download...' progress bar is visible at the top left. On the right, a 'Match Overview' section shows a 44% match rate and a list of matches. A 'Download' dialog box is open, showing three options: 'Current View', 'Digital Receipt', and 'Originally Submitted File'. An arrow points to the 'Current View' option with the text 'Click this to download'. Another arrow points to the '44' match rate with the text 'Click here'.

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Match Overview

44%

1 Submitted to Nanyang... 25%  
Student Paper

2 Sivakumar, Krishnaku... 2%  
Publication

3 journal.frontiersin.org 2%  
Internet Source

4 Submitted to Imperial... 1%  
Student Paper

5 Zhou, Guangqi, Jie Yua... 1%  
Publication

6 Submitted to University... 1%  
Student Paper

7 Submitted to University... 1%  
Student Paper

8 www.ajtmh.org 1%  
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