Senior High School

Practical Research 1

Quarter 2 - Module 7:
Reporting and Sharing the Findings

ALTERNATIVE DELIVERY MODE

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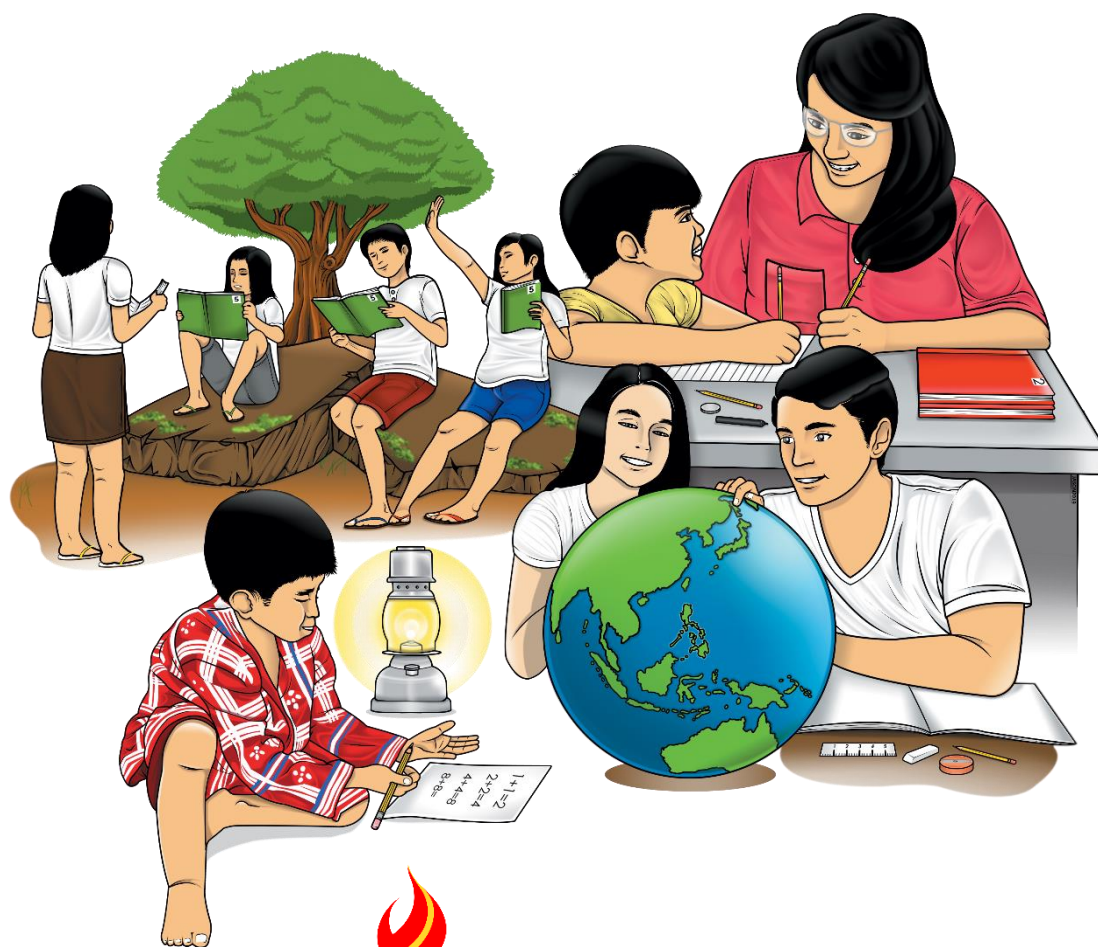
Practical Research 1 – Senior High School
Alternative Delivery Mode
Quarter 2 – Module 7: Reporting and Sharing the Findings
First Edition, 2019

Practical Research 1

Quarter 2 - Module 7:
Reporting and Sharing the Findings

DepED
DEPARTMENT OF EDUCATION

Introductory Message

This Self-Learning Module (SLM) is prepared so that you, our dear learners, can continue your studies and learn while at home. Activities, questions, directions, exercises, and discussions are carefully stated for you to understand each lesson.

Each SLM is composed of different parts. Each part shall guide you step-by-step as you discover and understand the lesson prepared for you.

Pre-tests are provided to measure your prior knowledge on lessons in each SLM. This will tell you if you need to proceed on completing this module or if you need to ask your facilitator or your teacher's assistance for better understanding of the lesson. At the end of each module, you need to answer the post-test to self-check your learning. Answer keys are provided for each activity and test. We trust that you will be honest in using these.

In addition to the material in the main text, Notes to the Teacher are also provided to our facilitators and parents for strategies and reminders on how they can best help you on your home-based learning.

Please use this module with care. Do not put unnecessary marks on any part of this SLM. Use a separate sheet of paper in answering the exercises and tests. And read the instructions carefully before performing each task.

If you have any questions in using this SLM or any difficulty in answering the tasks in this module, do not hesitate to consult your teacher or facilitator.

Thank you.

What I Need to Know

In life, anything that starts must end and that includes Practical Research 1. In this module, you will be taught how to wrap your ideas neatly for your research. Also, you will also learn how to package your report so that readers will be encouraged to read your work.

Learning Competencies:

In this module, you will be able to:

1. draw conclusions from patterns and themes (**CS_RS11-IVg-j-1),**
2. formulate recommendations based on conclusions (**CS_RS11-IVg-j-2),**
3. list references (**CS_RS11-IVg-j-3),**
4. present a written research report (**CS_RS11-IVg-j-4),**
5. finalize and present best design (**CS_RS11-IVg-j-5),** and
6. write short description and present best design (**CS_RS11-IVg-j-6).**

Pre-Test

Directions**:** Read the questions carefully and write the letter that corresponds to your answer on the blank.

_____ 1. To keep the interest of the readers back to the study, what should be written?
  A. conclusion   C. recommendation
  B. interpretation of the study   D. summary of findings

_____ 2. What is the goal of writing the recommendation?
  A. Recognize the experts
  B. Suggest for the improvement of the paper
  C. Repeat the findings in a shorter version
  D. Arrange the information

_____ 3. What is wrong in this reference listing?

Satell, G. (2013). Forbes Welcome. Forbes.com. Retrieved 6 July 2016, from bit-urls.com/3uz6T.
  Avenue, N. (2012). Why Is a Marketing Plan Important for a New Business? Next Avenue. Retrieved 6 July 2016, from bit-urls.com/y5X56.
  Causon, J. (2015). UK business risks losing market share due to bad customer service. the Guardian. Retrieved 6 July 2016, from bit- urls.com/2s7qW.

  A. The URL is lengthy.
  B. There should be NO date retrieved.
  C. There is NO indicated type of source.
  D. It is NOT alphabetized.

_____ 4. Why is it necessary to include a conclusion?
  A. To lengthen the study
  B. To provide the objectives
  C. To answer the research questions
  D. To give the benefits of conducting the research

_____5. Why is it necessary to include a reference list?
   A. To increase the number of pages
   B. To give credit to the other research
   C. To give necessary suggestions to improve the paper
   D. To provide more insights on the study

_____6. Which detail is NOT necessary in referencing?
   A. place of publication   C. title
   B. author's date of birth   D. date of publication

_____7. This part gives a detailed explanation of how you have conducted your research and the materials you used. This is done so that other researchers can repeat your research and recopy the findings.
   A. Methods   C. References
   B. Results and Discussion   D. Conclusion

_____8. Almost all research papers have the following parts.
   A. Problem statement, hypothesis, definitions, literature review, sample of subjects, tests or other measuring instruments, description of procedures, and data analysis
   B. Problem statement, hypothesis, definitions, literature review, sample of subjects, tests or other measuring instruments, description of procedures, data analysis, and statement of variables
   C. Problem statement, hypothesis, literature review, sample of subjects, tests or other measuring instruments, description of procedures, and data analysis.
   D. Problem statement, hypothesis, definitions, literature review, sample of subjects, tests or other measuring instruments, and description of procedures

_____9. It contains the descriptive and informative idea so that the reader will be able to get the main problem of the given study as well as who are the subject or what is the subject and the respondents of the study.
   A. Discussion   C. Abstract
   B. Conclusion   D. Title

_____10. This is the part to which the result from different statistical processes or tools being used. The interpretation of the data will also be presented in this part of the research paper. Graphs, charts, or matrix will be interpreted in this part of the paper.
   A. Title   C. Findings
   B. Results and Conclusion   D. None at all

_____11. There are different types of reports and one of these is_____.
   A. sales report   C. information
   B. medical issues   D. science fiction

_____12. A research paper/report is a systematic write up on the findings of the study including methodologies, summary, conclusion and_____.
   A. recommendation   C. documentation
   B. narrative   D. presentation

_____13. Among research reports, the most common type is said to be_____
   A. information   C. objectives
   B. data analysis   D. persuasive

_____14. A report describing how many goods or services were sold, and the reasons for any difference from the plan is called_____.
   A. site report   C. accident report
   B. incident report   D. sales report

_____15. Which section should provide recommendations of how other researchers could improve the study?
      A. Methods and Data   C. References
      B. Results and Discussion   D. Conclusion

Lesson 1	DRAWING CONCLUSIONS FROM PATTERNS AND THEMES

What's In

I. Introduction

      Hi, young researcher! How is it going? You are almost there, and this module is surely going to help you wrap things neatly. Soldier on and you can eventually finish what you have started. Welcome to the eighth content which centers on knitting the results and discussion towards your research questions and ultimately, answer your research problem.

What's In

In the previous lesson, you were able to:

- infer and explain patterns and themes from data through coding; and
- relate the findings with pertinent literature.

Let us check what you have learned.

Directions: Identify what concept is being described.
    1. These are codes formulated by the researcher based on literature reviews.
    2. These are codes that become apparent as one reviews the data.
    3. It is cleaning the data for possible mistranslation.
    4. It is cleaning the data and reviewing the connection of the responses.
    5. It is cleaning the data and matching it to the appropriate codes.

What's New

Directions: Fill in the tables below with what you know about the Summary of Findings and Conclusion.

Summary of Findings	Conclusion

Drawing Conclusions from Patterns and Themes

Before writing the conclusion, make sure that you have written first a summary of your findings.

✓ The **summary of findings** *serves as a brief restatement of the components of the research paper.*

Now, a conclusion is like the falling action of a story. At this point, you as a researcher shall have the chance to leave an important and lasting note to your readers or in a story make the readers understand the reasons why the villain is the way he is or the protagonist understanding his or her purpose.

(Source: Amadeo Pangilinan Cristobal, Jr. & Maura Consolacion De La Cruz-Cristobal, Practical Research for Senior High School 1, (Quezon City, C&E Publishing, Inc., 2017), 244.)

✓ A **conclusion** *contains insights drawn from the findings of each problem which answer the questions presented at the beginning of the research paper.*

Dos and Don'ts in Writing a Conclusion
- Include a complete summary of findings.
- Highlight key points based on the analysis or results of the study.
- Note important suggestions.
- Share what you learned from the study.
- Use clear and simple language.
- Never add new information.
- Describe the value of your research.

Strategies in Writing the Conclusion
- Echo the introduction expressed in the other sections of the research.
- Challenge the readers into applying your study in their own lives.
- Look to the future by emphasizing the importance of your paper.
- Pose questions where the readers can gain a new perspective on the topic, or you may also bring your main ideas together to create a new meaning.

(Source: Nelia G. Prieto, Victoria C. Naval, &Teresita G. Carey, Practical Research for Senior High School 1 Qualitative, (Quezon City, Lorimar Publishing Inc.,2017), 166.)

Sample Conclusion

A Comparative Study on the Effects of Korean Drama Consumption to the Patriotism of University of the East - Caloocan Grade 12 HUMSS Fans and Nonfans

(Source: Cabello, Melo Mar Y., Joanne Mariel T. Palisoc, Remar Paulo L. Panganiban, Janna T. Santosidad, and Robbin L. Sarreal. *A Comparative Study on the Effects of Korean Drama Consumption to the Patriotism of University of the East – Caloocan Grade 12 HUMSS Fans and Non-fans.* Research Report, University of the East, 2018. 80-82.)

<table>
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Go back to Chapter 1- Introduction
This brings the readers back to the reason why you wrote this research.

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The researchers conducted this study in an attempt to prove the causal relationship between watching South Korean TV Drama and patriotism. To achieve this objective, the researchers employed qualitative method through an in-depth, one-on-one interview. A total of ten participants were interviewed individually. In order to qualify for the study, participants had to be a grade 12 HUMSS student at University of the East – Caloocan, five of which should be Korean TV drama fans while the other five are non-fans. A purposive sampling method was used in order to identify the participants. In addition to that, the researcher applied a semi- structured interview so as to counterbalance the structure and the freedom of the interviewer to conduct the interview. This study employed a comparative analysis of the perception of the two groups, namely, South Korean TV drama fans and non-fans.

The Korean TV drama fans group is composed of three female fans and two male fans while the non-fans group is composed of three female non-fans and two male non-fans.

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The numbered paragraphs are conclusions coming from the research questions.

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1. The study conducted found out that Korean TV drama fans are dependent on foreign media, specifically South Korean TV drama, because of their increasing and continuous dependence to the said media in satisfying their needs and wants, as explained by "Media Dependency Theory". A similar pattern could be seen through the lens of the "Uses and Gratifications Theory" the Korean TV drama fans' desires are gratified by the South Korean TV drama. The reason behind this dependency is due to the common characteristics between South Korea and the Philippines, in terms of Geographical aspects (geo linguistic proximity) and Cultural aspects (cultural linguistic proximity). Several fans also stated that there are certain qualities of TV drama that are not met by Filipino TV drama – and in light of this, said fans turned to foreign media and found the qualities they are looking for in South Korean TV drama, due to its commonality with the Philippines in terms of norms, values, beliefs, and the fact that both countries have been colonized by western countries in the past

2. Moreover, the results show that Korean TV drama fans are self-proclaimed patriots, when in fact they do not practice this concept of pride and acceptance towards the qualities that local products have, specifically those related to Filipino TV drama.

3. The causal relationship of South Korean TV drama and the patriotism is deemed by the researchers to have a fragile connection, since the results of the interview did not show an outcome where and when this causation is manifested. Additionally, the low sample size is seen.

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What's More

Directions: Read the sample conclusion below. Put a check (/) if you think that the specific requirement is being satisfied by the sample conclusion and X, if it does not.

> This study proves the strong potentials of having phones as supplement learning tools to class discussions. Phones can maximize the learning capacity of the students by allowing them to leaf through information and note-taking. Most of the students have thought it beneficial and have positive effects in their academic performance and such was proven by the rejection of the null hypothesis and acceptance of the alternative hypothesis. However, through this research also, it was found out that even if most of the students believe in its potentials, they too know that there are risks or disadvantages on its usage such as distraction, bullying, and possible cheating. Therefore, the use of phones may be beneficial, but it has its disadvantages as well. Its actual usage needs optimum control coming from the side of the student, teacher, and school administration.
>
> Source. HadjiExchan, Jasnaira. P., Buyan, Joan N., &Dumago, Joewana. P. (2019). The Impact of Mobile Phone Usage to the Academic Performance of the Senior High School Students in Balulang National High School. Unpublished typescript, CDONHS-Balulang Annex, Cagayan de Oro City.

_____ 1. The main research question is answered briefly.
_____ 2. The problem has been proven through evidence.
_____ 3. New data or new arguments have been introduced.
_____ 4. Limitations are NOT mentioned.
_____ 5. The contributions of the research have been clearly explained.

What I Have Learned

Directions: Answer as briefly as possible.
1. A summary of findings is…
2. A conclusion is…
3. What is the importance of having a well-written summary of findings and a conclusion in your research?

What I Can Do

Directions: Observe your barangay in terms of waste disposal practices. Write **three** observations and answer the question that follows. What were you able to conclude about your barangay's waste disposal practices?

Additional Activity

Directions: In your research notebook, read and review the coding you have done in your interpretation of data. Give your conclusion based on the coding.

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Lesson

2

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FORMULATING RECOMMENDATIONS BASED ON CONCLUSIONS

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What's In

In the previous lesson, you were able to:

- draw conclusions from patterns and themes.

Let us check what you have learned.

Direction: Write **T** if the statement is true and **F** if it is false.

_____1. Writing the summary of findings is optional. You may or may not write it.
_____2. When writing a conclusion, it must always go back to the research problem.
_____3. You can add a new idea in the writing of the conclusion.
_____4. A conclusion uses simple and direct language.
_____5. A good conclusion gives a new perspective to the readers.

Congratulations! Soldier on young researcher since you are almost there. In this lesson, you are going to learn how to ensure that the story called your research life journey will be tied neatly by being able to make remarkable recommendations relating to your study.

What's New

Formulating Recommendations based on Conclusions

Directions: Read the sample recommendation article and answer the questions that follow.

Harry Potter and the Sorcerer's Stone by J.K. Rowling
Ever since I read this book, I forgot to sleep. It was my constant companion wherever I go. What makes this great and worthwhile of your time is because it combines friendship, humor, and adventure in a neat ball of intrigue and plot twists.

This story is about an orphan boy named Harry Potter who unfortunately had a poorly mannered relative. But one day, a giant named Hagrid who has a magical pink umbrella shows up and told him he was magical and was accepted at Hogwarts School of Witchcraft and Wizardry. So here, his adventure as a wizard began. He also knew that his parents were not killed through a car crash but rather through a villain whose name can't be named. Plus, Harry Potter had an extraordinary lightning bolt scar brought through a curse by Voldemort. Harry gets scared but faces Voldemort bravely since he has two friends who were always there for him- Hermione Granger and Ron Weasley.

If you are in need of a book to be with you all the time and gives friendship advice, then you have to buy and read Harry Potter and the Sorcerer's Stone written by J.K. Rowling. It is for everyone regardless of age! This book makes you wish you too had a letter of acceptance through an owl post.

After reading the short article on Harry Potter and the Sorcerer's Stone by J.K. Rowling,
1. What is a recommendation?
2. How important is a recommendation?

What is It

You might ask, "What is the reason behind having to write a recommendation in the first place?" Research readers need insightful comments and for them to be able to cite your study or even apply it in their daily lives, they need the recommendations. This is similar when you go to a doctor. The doctor checks and has his/her diagnosis about the problem. Ultimately, s/he is to recommend a drug or avoidance of food.

✓ A **recommendation** *is a suggestion that improves the study for future research to be conducted in the field.*

Dos and Don'ts in Writing Recommendations
- Be logical by addressing the conclusion sensibly.
- Revisit your introduction (purpose of the study and the scope) so that the recommendations will be relevant.
- Keep in mind that recommendations are written to improve the study.

(Source: Nelia G. Prieto, Victoria C. Naval, &Teresita G. Carey, Practical Research for Senior High School 1 Qualitative, (Quezon City, Lorimar Publishing Inc.,2017), 166.)

Strategies in Writing Recommendations
- **Brief**: Write short recommendations and only give when necessary.
- **Clear and Precise**: Show how the implementation will be done.

For example

The research "*A Comparative Study on the Effects of Korean Drama Consumption to the Patriotism of University of the East – Caloocan Grade 12 HUMSS Fans and Non-fans*", highlighted in the conclusion that the researchers were unable to find the connection to their research question number 3 which asked, "How do the Korean drama fans and non- Korean drama fans' perception towards their country differ?"

The causal relationship of South Korean TV drama and the patriotism is deemed by the researchers to have a fragile connection, since the results of the interview did not show an outcome where and when this causation is manifested. Additionally, the low sample size is seen.

The recommendation above is quite wordy and somehow lost its main point because of the vague language. The following statement may be a revision:

The researchers recommend the increase of participants in the future studies so as to set a connection between the causal relationships.

Sample Recommendation

A Comparative Study on the Effects of Korean Drama Consumption to the Patriotism

of University of the East - Caloocan Grade 12 HUMSS Fans and Nonfans

(Source: Cabello, Melo Mar Y., Joanne Mariel T. Palisoc, Remar Paulo L. Panganiban, Janna T. Santosidad, and Robbin L. Sarreal. *A Comparative Study on the Effects of Korean Drama Consumption to the Patriotism of University of the East – Caloocan Grade 12 HUMSS Fans and Non-fans*. Research Report, University of the East, 2018. 80-82.)

| The numbered paragraphs are recommendations again answering specific improvements to be in the research study. | 1. For other researchers who are interested in conducting a similar study about patriotism and watching South Korean TV drama, they are advised to include all the Senior High School strands that this study failed to do due to the lack of time. Since this study focused only on the Humanities and Social Sciences strand, there is only a low level of generalizability and the strand itself might be a confounded variable that could possibly affected the answers of the participants.

2. Another perspective that future researchers may take a look on is the participants' choice of words. The researchers noticed the participants' choice of words. The participants would often use the word "nila" or "they" in English to describe the Filipinos. From this the researchers infer that the participants are not considering themselves as one with the Filipinos thus contradicting their previous statements stating that they are very proud to be a Filipino. The statement can also be a manifestation of the distinction of patriotism and nationalism wherein patriots criticize their country whenever it is wrong or lacking as compared to nationalist that devotes themselves entirely to the country. |

What's More

Directions: Below is a sample abstract. Read it carefully and write the recommendation of the study.

Homework is a key element of schooling across contemporary system in the local school context. However, debates about its value and efficiency are ongoing. Proponents of homework promote its numerous benefits for learning and achievements while critics challenge the merit of homework and its detrimental impact to students learning.

The responses revealed that most of the students were able to benefit from homework and thus achievement. About this, the researchers were able to conduct survey to Grade 11 students. Overall evidence from current research and literature shows homework at the Senior High School specifically the Grade 11 students generally has a positive impact on academic achievement and learning.

The purpose of this study was assessing intervention method of school which is the homework if it is effective when it comes to students' achievements of Grade 11 students. Success was measured after figure and graphs were identified by the researchers. To better this research, it is hoped that a quasi-experimental design would be used to see whether there is a difference between the academic performance of students who have homework and those who don't have homework. Furthermore, it is suggested that more participants will be included to make the study more certain.

What I Have Learned

Direction. Answer as briefly as possible.

    1. A recommendation is…
    2. To write a good recommendation, one should ….

What I Can Do

Directions: Name three things or events that need recommendations for example restaurant review.

Answer briefly. How does the recommendation help a reader?

Additional Activity

Directions: In your research notebook, read and review your conclusions. Then, write logical recommendations that may improve your study when used in the future.

Lesson 3
SOURCES OF RELATED LITERATURE AND STUDIES

Introduction

So, I think a thorough "Congratulations!" is at hand? It is no easy feat to finish the heaviest chapters. Note that the end tunnel of research is clearer than ever. However, there is still a need to polish rough edges. Now that you have made your summary of findings, conclusions, and recommendations, it is expected that you have to attribute these to the people who helped you or a.k.a the "experts" as you already know when you encountered the chapter relating to ethics.

What's In

In the previous lesson, you were able formulate recommendations based on conclusions.

What I Have Learned

Let's check what you have learned.

Directions: Put a check (/) on the blank if the following is a quality of a good recommendation. If it is not, leave it blank.

1. Writing the recommendation may be done in random.
2. The recommendation should improve the study if it shall be replicated in the future.
3. Recommendations should be lengthy.
4. Writing the recommendation is guided by logic.
5. Recommendations should be direct and brief.

What's New

Directions: Read the questions and answer briefly.
Have you sat until the end of a movie? If yes, what do you usually see in that portion? Why do they include "credits" at the end of a movie?

What is It

Listing References

As you know, it is quite important to recognize the efforts of other people in the success of your research because without them, your research would not have been good. And nothing spells this appreciation better than listing them in the references.

References versus Bibliography

*Reference is a list of sources that have been referred to within the research which includes direct quotations. While **bibliography** is a list of sources which have been read during the research process to widen one's knowledge about the research, however these had information which were used indirectly.*

The Why's in Referencing in Research
- to share the hard work of the experts
- to show distinctions of which are your ideas versus the experts' ideas
- to respect the work done by the experts
- to allow future researchers to retrieve sources
- to add authority of your work by using time-tested evidence
- to assure readers that as a researcher you read and understood other researches

*(Source: Nelia G. Prieto, Victoria C. Naval, &Teresita G. Carey, Practical Research for Senior High School 1 Qualitative, (Quezon City, Lorimar Publishing Inc.,2017, 174.)*

So, you already know that there are many kinds of referencing styles, however it should be noted that the ones used for research is ***institutionalized***. This means that it should be agreed upon by the body with your mentor from the very beginning.

The most common reference style in research is the American Psychological Association (APA) format.

Guidelines in Listing References in APA style

- All lines after the first line of each entry of your reference list should be indented one half inch from the left margin. This is called *hanging indentation*.
- It is so easy to indent the reference using hanging indention. Highlight the reference list, then go to paragraph, click special and then click hanging and then ok. Your reference list will be indented in hanging style.
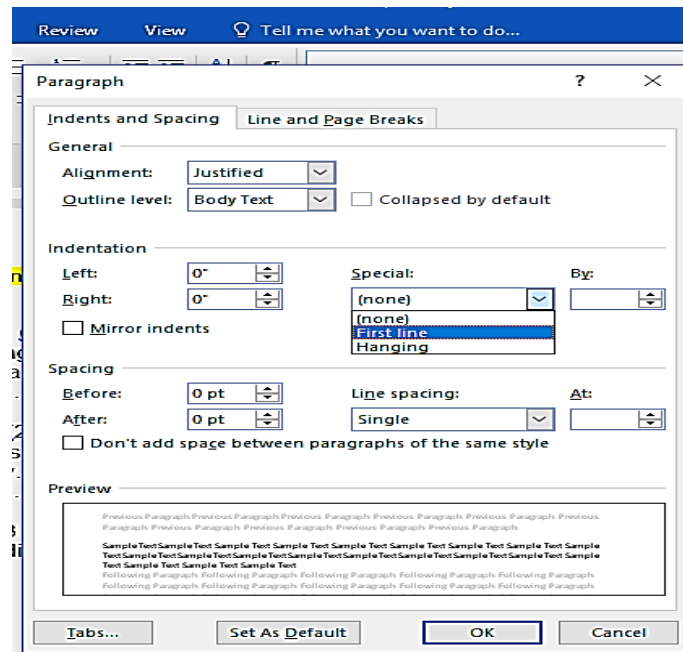
APA formatting style varies depending on the type of source. The following are common sources and how to arrange them in APA format.

- One Author (a book chapter)

Author's surname or last name, initial(s). (Year Published). *Book Title* (in italics). Location of publisher: Publisher.

Example:

Baraceros, E. (2016). *Practical Research 1*. Manila, Philippines: Rex Publishing.

- One Author (online source)

Author's surname or last name, initial(s). (Year Published). Title of the source. Location of publisher: Publisher. Retrieved from URL.

Example:

Verner, S. (2016). Top 10 Ways to Teach Vowel Pronunciation in English. Busy Teacher. Retrieved October 18, 2019, from shorturl.at/kxLQW.

- Journal

Author's surname or last name, initial(s).(Year Published).Article title, *journal name* (in italics), *volume number* (in italics), issue number(if available), page number range of the article, URL or journal home page (if online).

Example:

Almurashi, W.A. (2016). The Effective Use of Youtube Videos for Teaching English Language in Classrooms as Supplementary Material at Taibah University in Alula. *International Journal of English Language and Linguistics Research,* 32-47.

The references or bibliography should be **alphabetical order**.

Example:

References

Aquino, M. R., Duque, L. A., Pimentel, S. B., & Rojas, J. T. (1972). *The Most Intelligible Variety of English Pronunciation for Use in the Philippines.* Quezon City, Philippines: Alemar-Phoenix Publishing House, Inc.

Heilman, A. W. (2007). *A Proper Perspective of Phonics.*Jurong, Singapore: Pearson Education South Asia PTE. LTD.

Lightbown, P. M., &Spada, N. (2000). *How Languages are Learned.* Oxford, New York: Oxford University Press.

Mata, L. S., & Soriano, I. S. (1998). *English Pronunciation for the Filipino College Student.* Quezon City, Philippines: Ken Incorporated.

(Source: Library Guides: APA Referencing Style Guide: Reference List." Websites –

APA Referencing

Style Guide - Library Guides at AUT University. Accessed January 26, 2019. https://aut.ac.nz.libguides.com/APA6th/referencelist.)

> **Tips for Referencing:**
1. **Shorten lengthy URLs. You can use** https://www.shorturl.at/shortener.php **or** https://app.bitly.com/bbt2/.

2. If you have a hard time writing your references manually, you can use a website called:
http://www.citationmachine.net**. It provides a wide array of referencing styles.**

3. Or you could also maximize the "Reference" tab of your Microsoft Word.

a. *You may change the referencing style to your choice.*
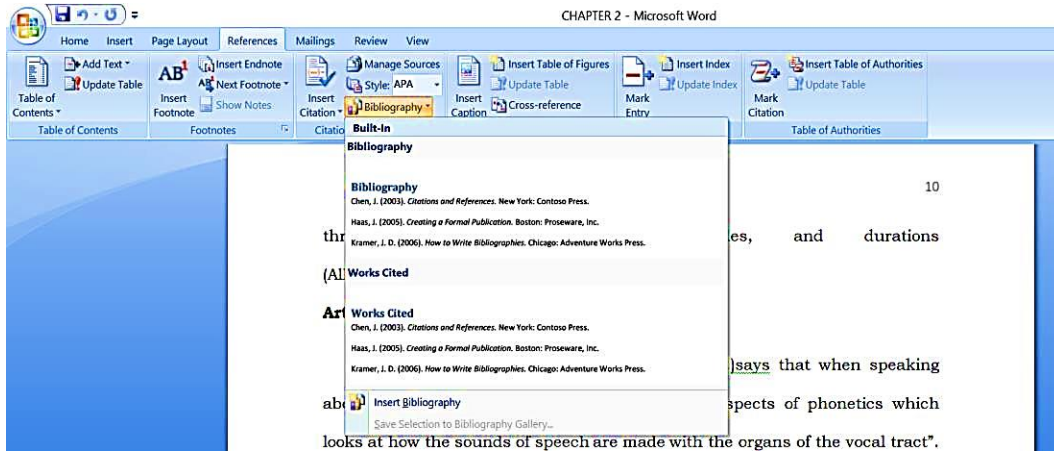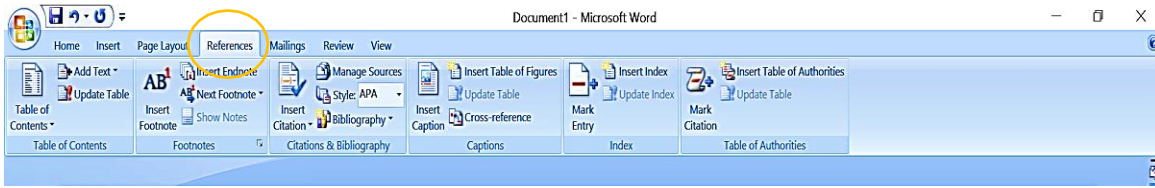
b. *For example, you included a new expert. Do your citation right away so that you will not forget to give credit to the author.*
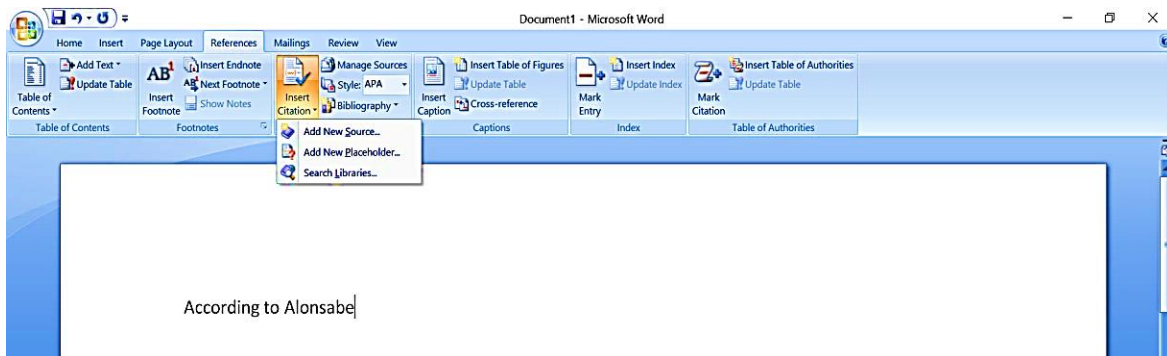
c. *After clicking Insert Citation, the Create Source box will prompt. Fill out the details correctly.*
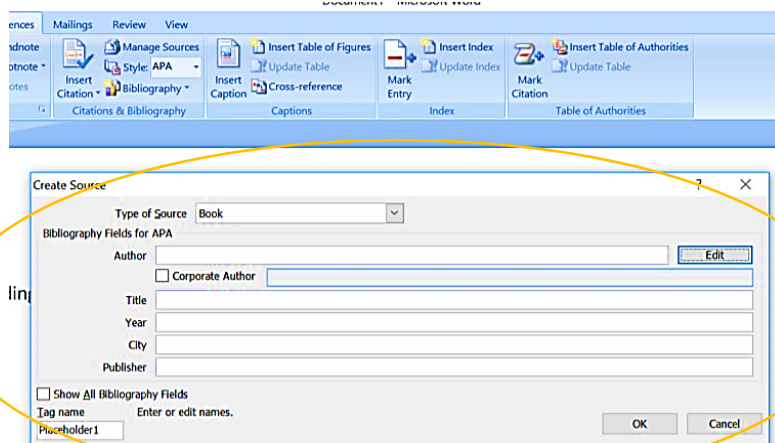
d. Then, this will automatically pop out. Edit as required.
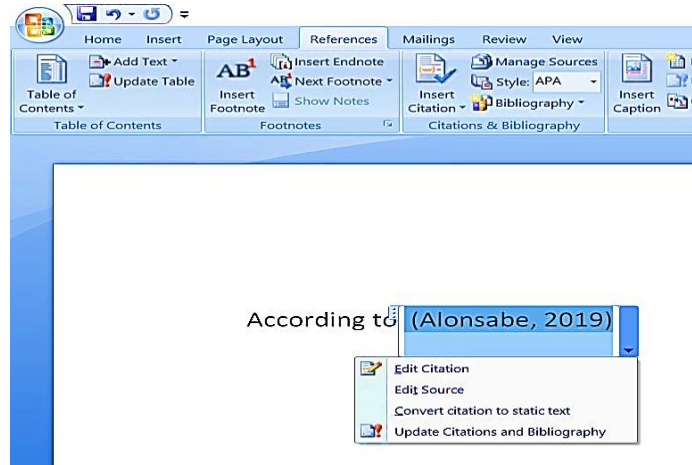
e. All citations are done, the reference list for your bibliography/ reference/ works cited is needed. Click Bibliography and you will be presented with suggested format. Then click Insert.
f. After clicking, a list in alphabetical order will be shown.
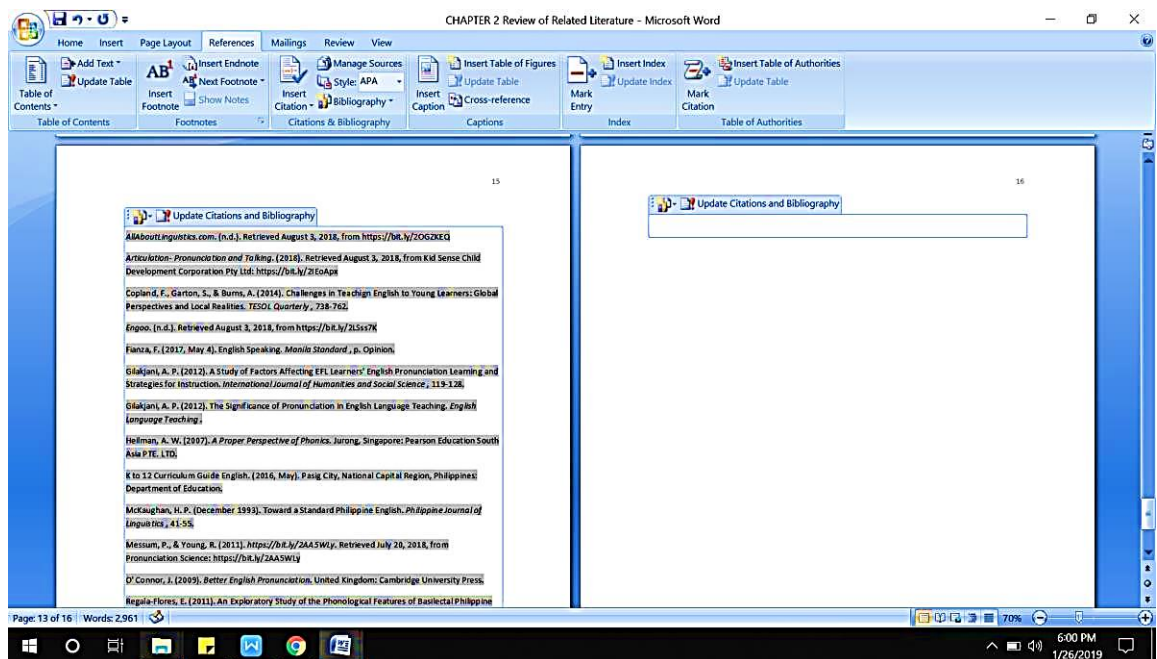
What's More

Directions: Arrange the following details using APA style.

1. Title of the book: The Psychology of Choosing Careers
   Authors: Prisila Marohombsar
   Location of Publisher: Manila, Philippines
   Publisher: Iconic Publishing Inc.
   Year Published: 2017

2. Title: Factors Affecting Career Track and Strand Choices of
   Grade   10 Students
   Author: John O. Pablico
   Title of the Journal: Pathways International Journal
   Pages: 14-20
   Date published: June 2016

3. Title: Leadership Giftedness
   Author: Kareem B. Brogers
   Publisher: Springer Publishing Inc.
   Location: New York, U.S.A Year
   Published: 2009

What I Have Learned

Directions. Answer briefly.

1. A reference is...
2. A bibliography is…
3. Writing a reference and or a bibliography is important because…
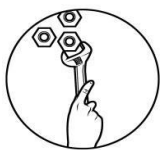
What I Can Do

Directions: Think of a scenario wherein putting a reference is used. Tell what may happen when the reference is NOT indicated.

Additional Activity

Directions: In your research notebook, read and review your list of experts. Write them in APA format and arrange them alphabetically.

PRESENTING A WRITTEN RESEARCH REPORT

What's In

In the previous lesson, you have learned about the following:

- Differences between References and Bibliography
- Importance of referencing in research papers
- Guidelines in Listing References in APA style
- Tips using referencing in shorten lengthy URLs

What's New

Direction: Arrange the jumbled letters to form into a word.

1. CREHASERA
2. RPEOTR
3. IFOTNIRAMITOL
4. RATURELIRAT
5. ROPDURECED

What is It

Research Report Definition

Research is the systematic investigation into study of natural phenomena or existing conditions in the society to identify facts, get additional information and derive new conclusions. It is a production process which needs several inputs to generate or to apply existing and new knowledge. Simply, a research report is a systematic write up on the findings of a research study including an abstract, introduction (Background with literature review, justification, objectives etc.), methodology/materials and methods (including statistical design, if any), results and discussion, conclusions and recommendations, references following a definite style or format.

Source: Kabir, S.M.S. Basic Guidelines for Research: An Introductory Approach for All Disciplines. Book Zone Publication 2016

Types of Report

1. Informational

Inform or instruct – present information
- Reader sees the details of events, activities, or conditions
- No analysis of the situation, no conclusion, no recommendations

2. Analytical

- Written to solve problems
- Information is analyzed
- Conclusions are drawn and recommendations are made

3. Persuasive

- An extension of analytical reports - main focus is to sell an idea, a service, or product
- Proposals are the most common type

Reports usually have a more diverse audience, more than one purpose and more detailed information.

Some other types of reports are –

- Incident Report: a report that describes what had happened during certain events
- Analytical Reports: a report that provides detailed inquiry of investigated or studied events
- Sales Report: a report on the daily incomes and inventory of materials, equipment or other form of items being sold in the market that has a financial concern
- Progress Report: a report on the improvement of a project, results of a study or designs being created
- Feasibility Study or Report: a report on the possible market or programs to be implemented in certain areas chosen by a client or students for project to be implemented
- Recommendation Report: a report on the approval of the created or agreement given by a superior or person who vouches the person being recommended to
- Case Study: a report on the incident that happened and issues that have been unresolved
- Situational Report: a report that describes one-time events, such as trips, conferences, and seminars
- Justification/Recommendation: a report that makes recommendations to management and become tools to solve problems and make decisions
- Research Studies: a study of a problem/s being investigated to know its validity and workability to the user may it be scientifically analyze hence provides a conclusion and recommendation

Components of a Research Report

Researchers follow certain standards in communication to establish a common language between researchers. A standard format is used for the writers to present the research in an organized, logical manner. This does not necessarily reflect the order in which you did or thought about the work.

The following is a general outline for a research report:
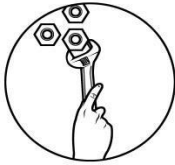
...terial

abstract, key word list, table of contents, list of figures and tables, acknowledgements

Chapter 1: Problem – Introduction, statement of the problem, hypotheses, why it is important, objectives of the work, scope of the work

Chapter 2: Related Literature Review – discusses related work and indicate how it relates to report

Chapter 3: Procedure or Methodology – describes the procedure used in project, data used, and how it was obtained, how it will be interpreted, the research local

Chapter 4: Summary of Findings – indicates what happened and interpret what it means

Chapter 5: Conclusions and Recommendations – answers the questions what, where, and how it happened
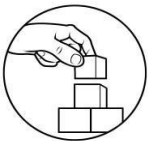
What's More

Direction: Supply the appropriate words needed to complete this given graphic organizer.

```
┌─────────────┐      ┌──────────────────────────────────┐
│             │ ───→ │                                  │
│             │      └──────────────────────────────────┘
│             │      ┌──────────────────────────────────┐
│             │ ───→ │                                  │
│             │      └──────────────────────────────────┘
│ Components of│      ┌──────────────────────────────────┐
│ a Research  │ ───→ │                                  │
│             │      └──────────────────────────────────┘
│             │      ┌──────────────────────────────────┐
│             │ ───→ │                                  │
│             │      └──────────────────────────────────┘
│             │      ┌──────────────────────────────────┐
│             │ ───→ │                                  │
└─────────────┘      └──────────────────────────────────┘
```
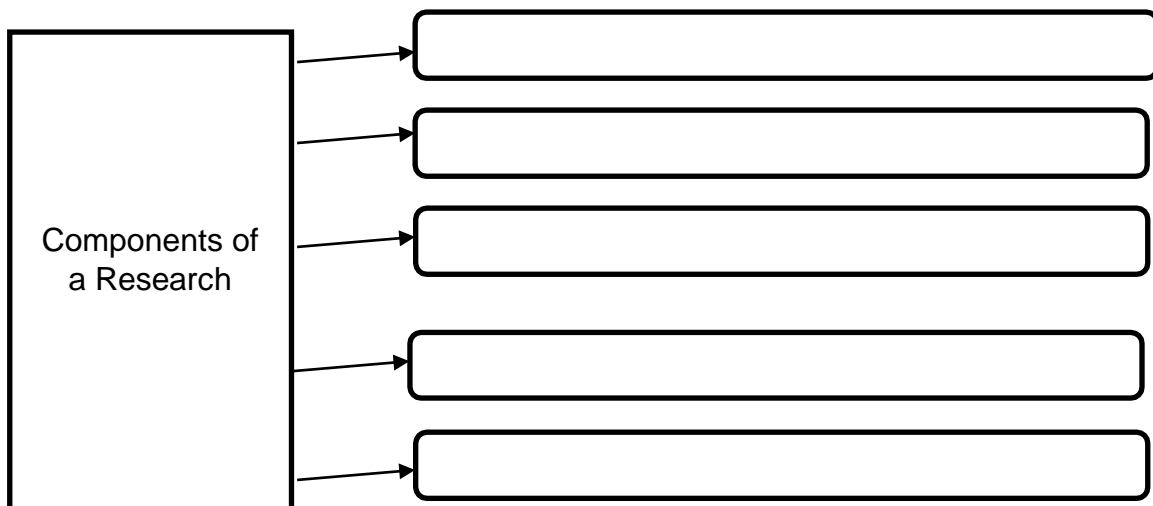
What I Have Learned

Directions: Answer the following as briefly as you can:

1. Research is…
2. Name the five parts of research. Choose one and explain its importance to research briefly.

What I Can Do

1. Supply the possible answers using this kind of Sales Report

Date	Items Sold	Items Left	Total Sales of the Day	Comment
Total				

2. Based on the matrix you have answered, how you will write a letter of recommendation to your employer.

Lesson 5	# FINALIZING AND PRESENTING BEST DESIGN

What's In

In the last lesson, you learned about:

- The definition of research,
- Three main types of report, and
- Components of research.
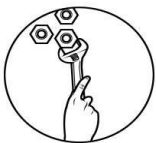
What's New

Directions**:** Put a check before the item if it is a good research title.

_____1. Facets of the Stress Level Among the Senior High School in the Public Schools

_____2. Is Computer Based Learning in the Elementary Level Effective?

_____3. Homecare and Individualized Health Management for the Elderly: The Challenges of the Working-Class Families

_____4. Effects of Alcohol Consumption among Pregnant Women

What is It

Structure or Format of the Research Project

What is meant by reporting and sharing of findings? The result of one's research needs to be reported and be read by the people who want to better understand the study that was done and how the result could help everyone who has a concern of certain issues in school, in business, in the medical profession, and other venues of learning.

Thus, the research project should follow certain structures to make such report understandable and exciting for the reader to make further studies of the given study. The research writer must write the following:

1. Title

The title should be simple and clear to the reader. It should contain the descriptive information about the study so that the reader will easily identify the main problem of the given study as well as the subject or the research design of the study.

2. Abstract

It should be a brief paragraph about the information of the entire paper. This is the part where the problem, the participants or the respondents, the research locale, methods, scope and limitation, and the results and findings of the study will be written in 250-300 words. Below it, keywords about the study are also included.

3. Introduction

This is the part of the paper where the writer will present the overview or the background of the study, the statement of the problem, purpose, research framework and the significance of the study.

4. Literature of the Study

In this part, the writer will gather existing literature from different authors across international and local contexts. Analyzing previous studies are important since these will provide findings from different settings and subjects. Most importantly, the review of literature of the study will lead to the establishment of the gaps or the missing links in what have been studied and concluded.

5. Method

This is where the researcher will explain to the reader the methods to be employed in implementing the project and the different statistical tools to be used to interpret the data being collected. It will also state the process of sampling, the kind of research questionnaire design, and the procedure in administering it. This also provides the means for validation of the research instruments used.

6. Findings

This is where the findings of the study are presented. The results from the statistical tools employed are reported through a tabular or graphical presentation and an extensive interpretation of results.

7. Discussion and Conclusion

The findings and the result of the research study will be discussed briefly in this part of the research paper. The researcher will also make his/her personal conclusion based on the results of the study. The conclusion should be factual and logically determined data. The conclusion will also determine the accuracy of the hypotheses given in the conduct of the study.

8. Recommendation

This is where specific recommendations will be clearly presented. Such sound suggestions will be based on the results of the study. The writer may also recommend extending the study to validate its results especially with its expressed limitations.

9. References

Using the standards in preparing references will be present in this part.

10. Appendix

The copy of the letter for approval, request to make the study, the sample questionnaires will be exhibited in this portion of the paper.

General Consideration

A research paper has 5 chapters excluding the cover page, table of contents, table, references, and appendices. The researcher should not leave any missing information on each chapter.

One should follow the following standard in preparing a research paper: style, font, lay-out and page formats.

Title Page

All text in the title page should be centered horizontally. The title should be in an inverted pyramid form. Hence, if it goes beyond one-line sentence.

For binding purposes, follow the standard margin size: Left margin 1.5" or 1 ½ in.; Right margin 1"; Top margin 1"; Bottom Margin 1".

Page Number

Page numbers are placed on the top right using numeric data (example "2,3,4…") The Chapter page like in Chapter 1 will not be numbered therefore page number "1" will not be seen in the paper.

Spacing

The space should be 2" and it should be using justified for margins. Except for the title should be in an inverted pyramid form. Hence, if it goes beyond one-line sentence and space should 1".

Font Size and Face

The use of font size and face depends upon the standard of the institution. However, in most cases especially for publication purposes, Arial font 12 is used. Bookman Old Style font 12 or Times New Roman font 12 are also preferred by other schools. Therefore, the font is regularly at 12 but the use of italics is influenced by the choice of the given school.

References

Remember, there are two types of styles in writing references: (1) MLA or the Modern Language Association and (2) the APA or the American Psychological Association.

Let us discuss the MLA style of writing references. Accordingly, this style of writing is commonly used in the Humanities: in arts, literature and history. It provides bibliographic references in the transcripts that relates in the reference in the body of the paper.
Example of MLA Referencing Style:

One Author:

Santos, Miguel P. The Learning by Doing (Cagayan de Oro City: Mindanao Press 2015)

Cui, Joan Jane T. Principles of Learning (JTI Publishing House, Manila 2017)

Two Authors:

Odesca, Son P. and San Diego, Hans O. Wage Management System (Iloilo City: KSY Co. 2016)

Paulino, Amy S. and Fidel, Castro C. Natural Healing (Manila, Rex Bookstore, 2014)

Three Authors

Use the first name in the List

Manuel, Javier B. Nolasco, Hanie W., Sanchez, Caley Y. Body Mass Index (Pasay City: HLM 2014)

Kim,Sun Y., Sun,Kye T., Ung, Lee D. Floral Arrangement (Davao City: Avira Publishing House, Manila 2015)

Three or More Authors

Use the first name in the List

Lee, Donggook T. et.al. Data Management Program (Davao City: Avira Publishing House, Manila 2015)

Ungson, Kiel P. et.al. Word Programming (Pasay City: HLM 2014)

Journal Articles

(Last name, First name. "Title of Article." Title of Journal, vol. #, no. #, Publication Date, pp. #-#.)

Tyson, Phyllis A., and Michael G. Gordon. "The Psychology of Women." Journal of the American Psychoanalytic Association, vol. 46, 1998, pp. 361-64.

Bernstein, Barton J. "Atomic Diplomacy: Hiroshima and Nagasaki." Diplomatic History, vol. 28, no.3, 1991, pp. 126-129.

Article

Last name, First name. "Title of Chapter." Title of Book. Edited by Editor's First and Last name(s), Publisher, Publication Date, pp. #-#.

Boquet, Edith. "Intellectual Tug-of-War: Snapshots of Life in the Center." The St. Martin's Sourcebook for Writing Tutors, 3 rd edition, edited by Christina Murphy and Steve Sherwood. Bedford/St. Martin's, 2008, pp. 116-29

The use of APA or the American Psychological Association is also called the **Author Date Style**. This is another way of writing the references used in the research paper. These citations are most commonly used by students for research papers.

When the researcher would cite or use the name of the author in the paper, the writer will write the name of the author then the date of publication in an open and close parenthesis such as this:

Leonardo (2015) clearly discusses the effects of …

When referring to a work in the text of the paper, place the author's last name and the year of publication of the work in parentheses at the end of the sentence.

During the last season of the wintertime some of the migrant birds has to return to its original nesting place (Leonardo 2015)

The reference list should include the details of the sources cited in your paper. It starts on a separate page at the end of your assignment paper and is titled **References**. Each item cited in the reference list must have been cited in your paper. All sources appearing in the reference list must be ordered **alphabetically by surname**.

The **reference list** should be double spaced (no line spaces between references) with hanging indents used for the second and subsequent lines of each entry. A hanging indent is where the left line starts at the left margin and subsequent lines are indented (approx. 1.3 cm or five spaces). You can use your word processor to automatically format the double-spacing and hanging indents.

Italics are the preferred format for titles of books, journals and videos. Article and chapter titles are not italicized or put in quotation marks. Volume numbers are italicized but issue numbers are not.

Capitalization in APA style is very specific. For references, the following general rules apply:

Book titles - capitalize the first letter of the first word of the title, and the first letter of the first word after a colon.

e.g. Ageing and aged care in Australia and

Brave new brain: Conquering mental illness in the era of the genome.

Article, chapter or section titles - capitalize the first letter of the first word of the title, and the first letter of the first word after a colon.

e.g. Personal resilience as a strategy for surviving and thriving in the face of workplace adversity: A literature review.

Pronouns, acronyms and abbreviations that are normally capitalized should be capitalized in the reference list and citations. See examples on the following pages for each reference type.

For further information, see section 4.22 of the **Publication Manual of the American Psychological Association (6th edition).**

Example of a reference list:

References

Andreasen, N. C. (2001). Brave new brain: Conquering mental illness in the era of the genome. Oxford, England: Oxford University Press.

Atkin, M. (Reporter). (2008, November 13). Bermagui forest disputed turf. The Hack Half Hour. Retrieved from http://www.abc.net.au/triplej/hack/notes/

Copstead, L., &Banasik, J. (2005). Pathophysiology (3rd ed.). Philadelphia, PA: Saunders.

Gilbert, D. G., McClernon, J. F., Rabinovich, N. E., Sugai, C., Plath, L. C., Asgaard,G., ...Botros, N. (2004).

Effects of quitting smoking on EEG activation and attention last for more than 31 days and are more severe with stress, dependence, DRD2 A1 allele, and depressive traits. Nicotine and Tobacco Research, 6, 249-267. doi:10.1080/14622200410001676305

Remember that **reference** is acknowledging the author to support the author's statement as used in your study. While **bibliography** is the list of books, journals and websites that has been included in your study.
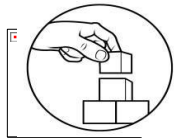
What's More

Directions**:** Answer the questions according to what you have understood about the lesson.

1. What is the difference between APA and MLA referencing style?

2. Is bibliography and referencing the same? Why or why not?

3. What are the points to consider when making a title of your paper?

What I Have Learned

1. I should always remember that in preparing a research title, it must be…

2. In writing the references, I should base it on the style to be used. The formats can be
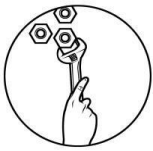
What I Can Do

1. Visit a school library near your residence and provide sample references based on the following formats:
   a. One author
   Modern Language Association (MLA)

   _____

   American Psychological Association or the Author Data Style (APA)

   _____

   _____

   b. Two Authors
   Modern Language Association (MLA)

   _____

   _____

   American Psychological Association or the Author Data Style (APA)

   _____

   _____

Assessment

Directions: Read the questions carefully and write the letter that corresponds to your answer on the blank.

_____1. In writing a conclusion, what should be done?
   A. Revisit the research questions.
   B. Use complex language.
   C. Add new information regarding the study.
   D. Share what needs to be done to improve the study.

_____2. It is a brief restatement of the components of the research.
   A. Conclusion   C. Recommendation
   B. Interpretation of the study   D. Summary of findings

_____3. It is a suggestion given for the improvement of the research.
   A. Conclusion   C. Recommendation
   B. Abstract   D. Summary of findings

_____4. Among the following information of the sources, which is NOT included in the listing?
   A. Date published   C. Time written
   B. Author   D. Title of the journal

_____5. How should the reference list be written?
   A. According to the date   C. Descending
   B. Alphabetical   D. According to type

_____6. The recommendation should be written this way EXCEPT one. Which one is it?

A. Briefly   B. Logically   C. Lengthily   D. Concisely

_____7. Which part of the research paper that list the details of the contents of the paper?

A. The abstract   C. The title

B. The discussion   D. The table of contents

_____8. Which part of the paper that discusses what the paper is all about?

A. The title   C. The introduction

B. The abstract   D. The table of contents

_____9. The last step in the research paper process is

A. Evaluating the process   C. Writing the paper

B. Summarizing the research paper   D. Identifying the problem or question

_____10. Checking the content of the paper regarding the grammar used is known as ___.

A. Listing the resources you used

B. Grammar Checking

C. Only necessary for professional writers

D. Another copy of your notes

_____11. Which of the following sections is not a basic section of a quantitative research paper?

A. Results   B. Methods   C. References   D. Criticisms

_____12. What is the purpose of the abstract?

A. Provide a clear and in-depth discussion of the implications of the research

B. Discuss the motivation for the research but provide no information about the findings

C. Provide a clear but summary of the research

D. Discuss why the authors think the findings are important, to convince the readers to read the article.

_____13. Which of the following is not an aim of the introduction?

A. Articulate the purpose of your research

B. Convince the readers to be interested in your research

C. Provide a detailed analysis of the findings and implications of past research and the history of the field.

D. Situate your research in the context of current trends and past literature

_____14. Due to its technicality, which of the following is the most difficult part to write?

A. Materials   B. Procedure   C. Introduction   D. Results

_____15. In APA Style of citation, APA means:

A. American Printing Association   C. American Psychological Association

B. American Publishing Association   D. American Publishing Authority

Answer Key

Lesson 1

What's In
1. Predefined codes
2. Emergent codes
3. Spot-checking
4. Logic checking
5. eye balling

Lesson 2

What's In
1. F
2. T
3. F
4. T
5. T

Lesson 3
1. X
2. /
3. X
4. /
5. /

Lesson 4
1. Research
2. Report
3. International
4. Literature
5. Reproduces

Pretest
1. A
2. B
3. D
4. C
5. B
6. B
7. A
8. A
9. D
10. C
11. C
12. A
13. D
14. C
15. B

Posttest
1. A
2. D
3. C
4. C
5. B
6. C
7. D
8. C
9. B
10. B
11. D
12. C
13. B
14. D
15. C

References:

Amadeo Pangilinan Cristobal, Jr. & Maura Consolacion De La Cruz-Cristobal, Practical Research for Senior High School 1, (Quezon City, C&E Publishing, Inc., 2017), 244.

Nelia G. Prieto, Victoria C. Naval, & Teresita G. Carey, Practical Research for Senior High
School 1 Qualitative, (Quezon City, Lorimar Publishing Inc.,2017), 166.

Cabello, Melo Mar Y., Joanne Mariel T. Palisoc, Remar Paulo L. Panganiban, Janna T. Santosidad, and Robbin L. Sarreal. A Comparative Study on the Effects of Korean Drama Consumption to the Patriotism of University of the East – Caloocan Grade 12 HUMSS Fans and Non-fans. Research Report, University of the East, 2018. 80- 82.

Hadji Exchan, Jasnaira. P., Buyan, Joan N., & Dumago, Joewana. P. (2019). The Impact of Mobile Phone Usage to the Academic Performance of the Senior High School Students in Balulang National High School. Unpublished typescript, CDONHS- Balulang Annex, Cagayan de Oro City.

Esther L. Baraceros, Practical Research 1: Published and Copyrighted 2016, and distributed by Rex Bookstore

Kabir, S.M.S. *Basic Guidelines for Research: An Introductory Approach for All Disciplines.* Book Zone Publication, ISBN: 978-984-33-9565-8, Chittagong-4203, Bangladesh. (2016).

https://www.businessmanagementideas.com/business-reports/report-types-top-8-types- of-reports/3317 Retrieved on January 28,2020

https://www.chabotcollege.edu/library/documents/chabotapaworkscited.pdf Retrieved on December 21, 2018

https://grimsby.ac.uk/documents/quality/skills/Structure-of-Reports-Learnhigher.pdf Retrieved on December 17, 2018

http://global.oup.com/us/companion.websites/9780190215965/stud/ch11/quiz/Retrieved on March 12, 2019

https://library.westernsydney.edu.au/main/sites/default/files/pdf/cite_APA.pdf Retrieved on December 21, 2018

https://mobile.collierschools.com/research/Site%20Map%20with%20Tools/Research%20Process%20Pre_Post%20Test.pdf Retrieved on March 12, 2019

https://www.nct.edu.om/academics/oldexams/business/Model%20Mid%20Exam%20-%20Research%20Methodology.pdfRetrieved on March 12, 2019

https://openclipart.org/detail/105553/open-book Retrieved on December 17, 2018

https://www.toppr.com/guides/business-correspondence-and-reporting/report-writing/kinds-of-reports/ Retrieved on January 28,2020

https://www.uis.edu/cas/wp-content/uploads/sites/161/2013/03/MLA-Style-8th-Cheat-Sheet-PUBLISHED-Fall-2017.pdf Retrieved on December 20, 2018

For inquiries or feedback, please write or call:

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