AREA V
RESEARCH

S.1. There is a system of implementation, monitoring, evaluation and utilization of research outputs.

Parameter C – Implementation, Monitoring, Evaluation And Utilization Of Research Results/Outputs

There is a system of implementation, monitoring, evaluation and utilization of research outputs.

The University employs a comprehensive set of research forms and templates to guide and document the implementation, monitoring, evaluation, and completion of research projects. These forms cover the entire research project cycle, from proposal development and pre-implementation planning to progress monitoring, post-implementation reporting, and the preparation of research outputs for publication. They provide a standardized mechanism for gathering relevant information, tracking project accomplishments, assessing progress against established objectives, and ensuring compliance with institutional research policies and requirements.

During the pre-implementation stage, the Capsule Proposal for Research Projects, Detailed Proposal for Research Projects, Budget Summary for Research, and Workplan serve as essential planning and evaluation documents. These forms facilitate the systematic presentation of research objectives, methodologies, expected outputs, resource requirements, timelines, and implementation strategies. They also provide the basis for reviewing the feasibility, relevance, and readiness of proposed research projects before implementation.

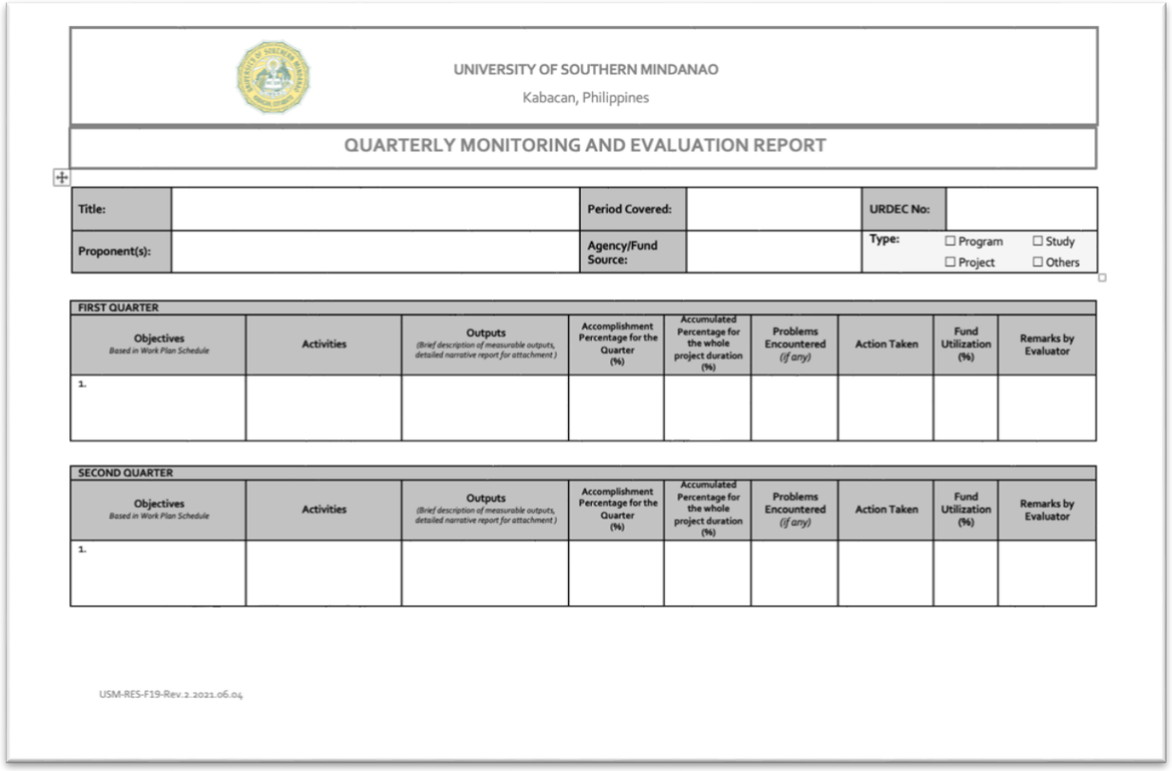
During the implementation stage, the Narrative Report and Quarterly Monitoring and Evaluation Report are utilized to document research activities, assess progress, identify accomplishments, and determine whether project implementation remains consistent with the approved proposal and workplan. These forms enable research administrators and monitoring personnel to track milestones, identify implementation challenges, and recommend appropriate corrective actions when necessary. Through regular reporting, the University can provide timely guidance and support to researchers and ensure that research activities remain aligned with approved targets, schedules, and budgetary allocations.

In addition to the use of standardized research forms, the University conducts college-based and university-based in-house research presentations and reviews for students to provide opportunities for them to present their research findings, receive constructive feedback, and improve the quality of their scholarly work. These activities help strengthen students' research competencies, develop their confidence in presenting and defending research outputs, and promote a culture of inquiry and academic excellence. The college-based activities provide an initial venue for research presentation and evaluation, while the university-based activities offer a broader platform for scholarly exchange and recognition of student research accomplishments.

For faculty members and staff, the University conducts midyear and year-end in-house research reviews to monitor research progress, evaluate accomplishments, and assess the extent to which ongoing and completed research projects meet their intended objectives and deliverables. The midyear review provides an opportunity to assess implementation progress, identify challenges, and determine necessary interventions during the course of the year. Meanwhile, the year-end review facilitates the assessment and documentation of research accomplishments, including completed studies, outputs generated, and progress toward established research targets. These reviews also promote accountability, continuous improvement, and the timely completion of research projects.

For the post-implementation stage, the Terminal Report, Publishable Output, and Application for Intent to Publish document project completion and facilitate the dissemination and utilization of research findings. The Terminal Report provides a comprehensive account of the research activities undertaken, results obtained, objectives achieved, and recommendations arising from the study. The Publishable Output and Application for Intent to Publish, meanwhile, support the preparation and processing of research outputs for publication, thereby encouraging the wider dissemination of scholarly knowledge and promoting the visibility of the University's research accomplishments.

Through the integration of standardized research documentation, student research presentations, and regular midyear and year-end reviews for faculty and staff, the University establishes a systematic approach to research management and quality assurance. These mechanisms strengthen research planning, monitoring, evaluation, and dissemination while fostering a research culture that values accountability, collaboration, continuous improvement, and the production of relevant and high-quality scholarly outputs.



UNIVERSITY OF SOUTHERN MINDANAO
Kabacan, Philippines

QUARTERLY MONITORING AND EVALUATION REPORT

Title:		Period Covered:		URDEC No:	
Proponent(s):		Agency/Fund Source:		Type:	☐ Program ☐ Study ☐ Project ☐ Others

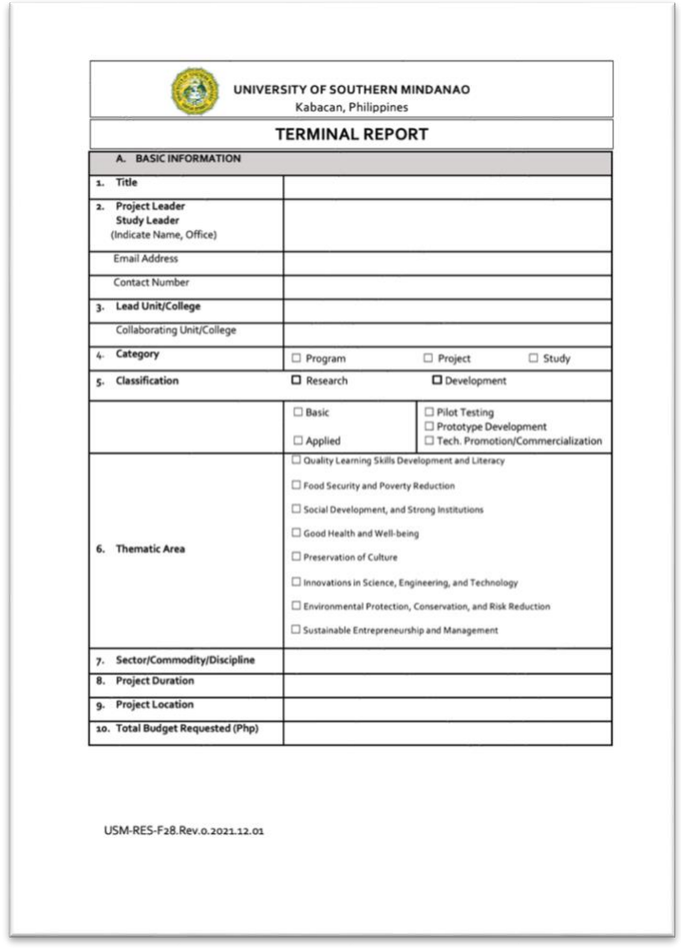
FIRST QUARTER

Objectives *Based in Work Plan Schedule*	Activities	Outputs *(Brief description of measurable outputs, detailed narrative report for attachment)*	Accomplishment Percentage for the Quarter (%)	Accumulated Percentage for the whole project duration (%)	Problems Encountered *(if any)*	Action Taken	Fund Utilization (%)	Remarks by Evaluator
1.								

SECOND QUARTER

Objectives *Based in Work Plan Schedule*	Activities	Outputs *(Brief description of measurable outputs, detailed narrative report for attachment)*	Accomplishment Percentage for the Quarter (%)	Accumulated Percentage for the whole project duration (%)	Problems Encountered *(if any)*	Action Taken	Fund Utilization (%)	Remarks by Evaluator
1.								

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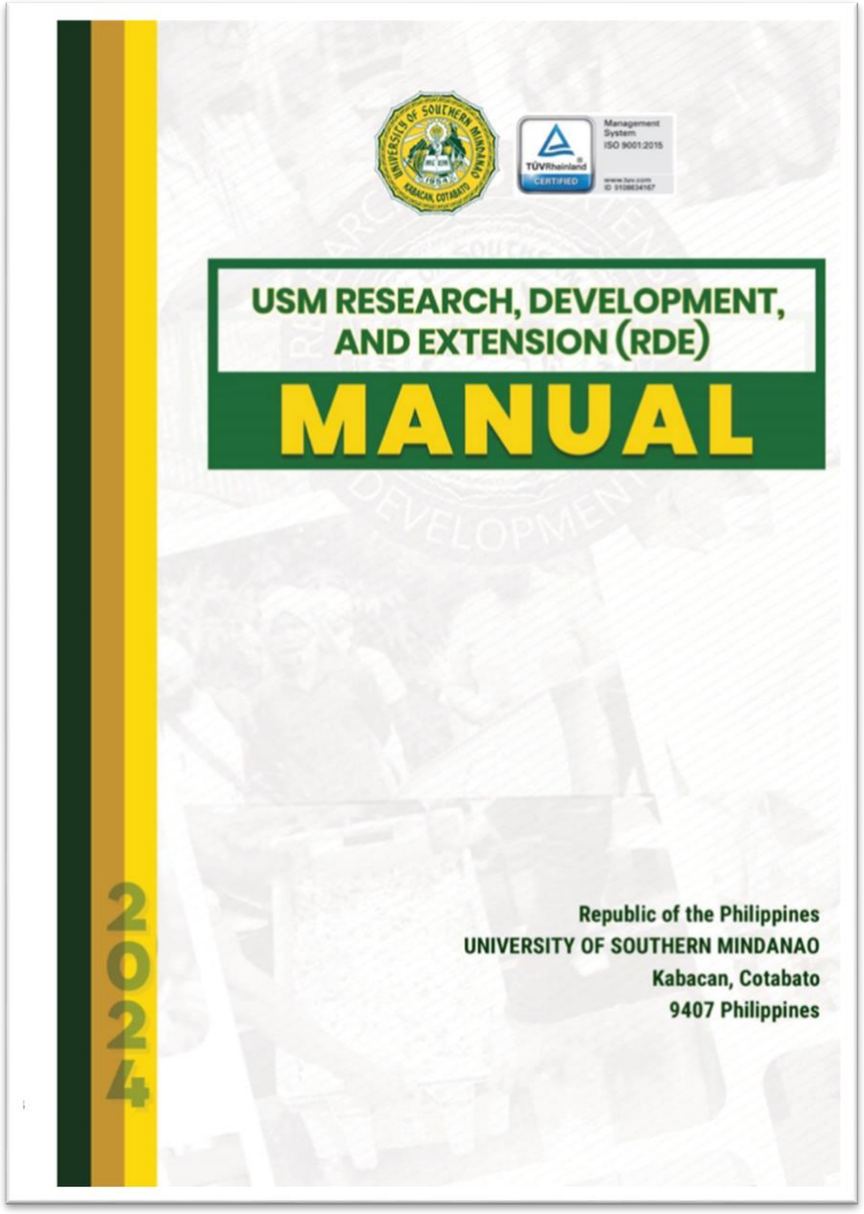


UNIVERSITY OF SOUTHERN MINDANAO
Kabacan, Philippines

TERMINAL REPORT

A. BASIC INFORMATION	
1. Title	
2. Project Leader Study Leader (Indicate Name, Office)	
Email Address	
Contact Number	
3. Lead Unit/College	
Collaborating Unit/College	
4. Category	☐ Program ☐ Project ☐ Study
5. Classification	☐ Research ☐ Development
	☐ Basic ☐ Applied / ☐ Pilot Testing ☐ Prototype Development ☐ Tech. Promotion/Commercialization
6. Thematic Area	☐ Quality Learning Skills Development and Literacy ☐ Food Security and Poverty Reduction ☐ Social Development, and Strong Institutions ☐ Good Health and Well-being ☐ Preservation of Culture ☐ Innovations in Science, Engineering, and Technology ☐ Environmental Protection, Conservation, and Risk Reduction ☐ Sustainable Entrepreneurship and Management
7. Sector/Commodity/Discipline	
8. Project Duration	
9. Project Location	
10. Total Budget Requested (Php)	

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7.9.b Criteria for Best Paper

Criteria	Maximum Points	Rating
1. Creativity and Technical Quality · Clarity of research topic/problem · Appropriateness of objectives · Appropriateness and thoroughness of methodologies - Adequacy of design and procedure - Efficiency of design and procedure · Organization and clarity of results and discussion · Accuracy of conclusions	35%	
2. Significance of Findings/Relevance of Research · Contribution of knowledge/scientific advancement · Relevance to regional thrust · Contribution to productivity/relevance to S & T community · Potential utility by end users	25%	
3. Manuscript/Write-up · Organization · Clarity and style · Accuracy of information/figures · Coherence and logic	15%	
4. Presentation · Use of visuals · Mastery of topics · Stage of presence and response to inquiries	25%	
TOTAL	100%	

7.9.c Criteria for Best Poster

Guidelines:

1. The poster should be well organized, concise, self-explanatory, attractive
2. Should fit in an illustration board (30x 40 inches)
3. Should include the following information: Title, Author(s) (names, address (unabbreviated), Brief Introduction, Objectives, Methodology, Results and Discussion, and Conclusion
4. Text should be readable from a distance of two meters
5. One of the authors should be stationed near his/her poster during Poster Session

CRITERIA	MAXIMUM POINTS	RATING
1. Significance of Findings 2. Experimental organization/procedure 3. Presentation (lay-out, color, etc.) 4. Over-all quality	30% 30% 30% 10%	
TOTAL	100%	