AREA V
RESEARCH

O.1. Implementation, monitoring, evaluation and utilization of research of outputs are effective.

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

Implementation, monitoring, evaluation and utilization of research of outputs are effective.

The University implements a systematic and comprehensive monitoring and evaluation mechanism to ensure that research projects are properly planned, implemented, assessed, and completed in accordance with approved objectives, timelines, budgets, and expected outputs. The effectiveness of this mechanism is demonstrated through the integration of standardized research forms and templates, regular progress reporting, scheduled research reviews, and documented evaluation of research accomplishments. Together, these mechanisms provide a structured means of determining whether research activities are progressing as planned, identifying implementation gaps, and establishing appropriate interventions to address challenges encountered throughout the research project cycle.

The use of standardized forms during the pre-implementation stage establishes clear and measurable bases for monitoring research performance. The Capsule Proposal for Research Projects, Detailed Proposal for Research Projects, Budget Summary for Research, and Workplan define the objectives, methodologies, expected deliverables, resource requirements, and implementation schedules of proposed studies. These documents serve as reference points against which actual accomplishments can be assessed during implementation. By establishing approved targets and performance expectations at the outset, the University ensures that research monitoring is guided by defined criteria rather than by informal or subjective assessments.

During implementation, the Narrative Report and Quarterly Monitoring and Evaluation Report provide documented evidence of research activities undertaken, milestones achieved, resources utilized, and challenges encountered. The periodic submission and review of these reports enable research administrators and monitoring personnel to compare actual progress with the approved workplan, identify delays or deviations, and determine whether planned outputs are being delivered within the prescribed timeframe. This process strengthens the University's capacity to detect implementation issues at an early stage and recommend

corrective measures, technical assistance, or adjustments when necessary. Consequently, monitoring serves not only as a documentation requirement but also as a management tool for supporting timely project completion and the efficient utilization of research resources.

The conduct of college-based and university-based in-house research presentations and reviews further strengthens the effectiveness of monitoring and evaluation, particularly for student research. These activities provide opportunities for the systematic assessment of research proposals, methodologies, findings, and presentations by faculty members, research evaluators, and other relevant academic personnel. The feedback and recommendations generated during these reviews guide students in addressing weaknesses, refining their research outputs, and improving the overall quality of their work. The college-level review provides an initial mechanism for evaluation and improvement, while the university-level presentation promotes broader academic scrutiny, knowledge exchange, and recognition of research achievements. The effectiveness of these activities is reflected in the extent to which recommendations are incorporated into revised manuscripts, research findings are strengthened, and students demonstrate improved research competencies.

For faculty members and staff, the midyear and year-end in-house research reviews serve as institutional checkpoints for assessing the status, accomplishments, and completion of research projects. The midyear review facilitates the early identification of implementation gaps and provides an opportunity to establish interventions before delays or other challenges significantly affect project completion. The year-end review, in turn, provides a basis for validating reported accomplishments, determining the extent to which research objectives and deliverables have been achieved, and documenting completed and continuing research initiatives. The comparison of reported accomplishments against approved targets enables the University to assess research performance, promote accountability among project proponents, and identify areas requiring further support or improvement.

The effectiveness of the monitoring mechanism is further demonstrated through the documentation and evaluation of research outputs during the post-implementation stage. The Terminal Report provides evidence of completed activities, research findings, objectives achieved, and recommendations arising

from the study. Meanwhile, the Publishable Output and Application for Intent to Publish facilitate the preparation and processing of research outputs for dissemination through appropriate publication channels. These documents allow the University to assess whether completed projects have produced the intended deliverables and have progressed toward publication and wider dissemination. They also provide a basis for identifying opportunities to improve research utilization, strengthen knowledge sharing, and increase the visibility of the University's research accomplishments.

Importantly, the effectiveness of these mechanisms depends on the utilization of monitoring results to inform decisions and subsequent actions. Information gathered from progress reports, research presentations, and periodic reviews provides a basis for recommending revisions, addressing implementation difficulties, providing technical assistance, and improving future research planning. The documentation of recommendations and the verification of actions taken help establish continuity between monitoring, evaluation, and project improvement. This feedback process ensures that identified concerns are not merely recorded but are appropriately addressed and considered in subsequent assessments.

Overall, the University's research monitoring and evaluation mechanisms demonstrate a structured approach to research governance, performance assessment, and quality assurance. Through established performance targets, periodic progress reporting, academic review activities, evaluation of completed outputs, and follow-through on identified concerns, the University strengthens its ability to monitor research implementation, promote accountability, and support the achievement of intended research deliverables. The systematic use of these mechanisms contributes to timely project completion, improved research quality, responsible resource utilization, and the continuous enhancement of research management practices. Their effectiveness can be further substantiated through documented monitoring reports, evaluation results, reviewers' recommendations, records of corrective actions, verified project accomplishments, and evidence of completed and published research 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.								

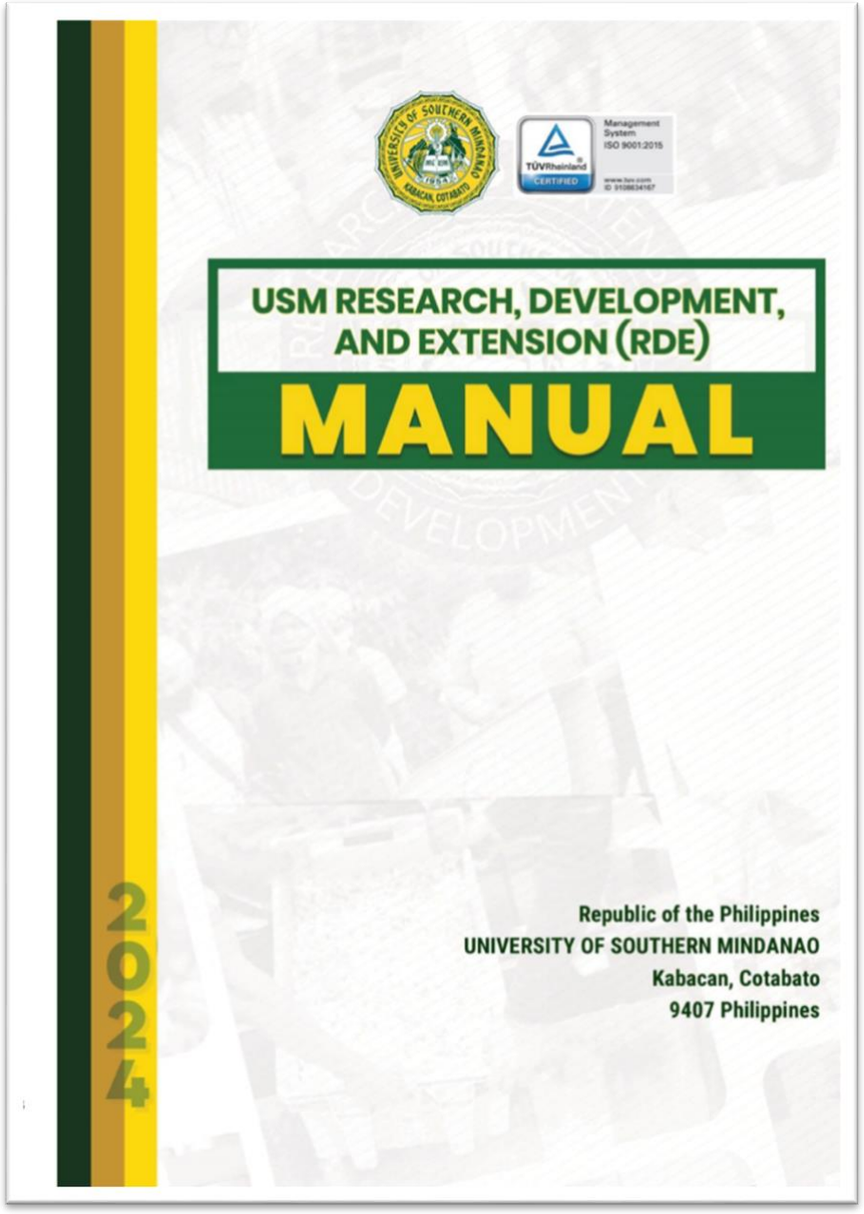
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Kabacan, Philippines

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%	

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