

GENERAL THESIS FORMAT GUIDELINES

Updated and Revised as of February 26, 2018

RESEARCH PROJECT THESIS FORMAT**A. Book Cover Page**

Book Color – Maroon / Letters - Gold


**DEVELOPMENT OF A PROGRAMMABLE LOGIC
CONTROLLER-BASED ENERGY CONSUMPTION
CONTROL SYSTEM**

TERESITA C. NORA

**Technological University of the Philippines
Manila**

April 2009

B. Book Side Label

	R.F. CRUZ	DEVELOPMENT OF A PROGRAMMABLE LOGIC CONTROLLER-BASED ENERGY CONSUMPTION CONTROL SYSTEM	TUP April 2009
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Font size – 12 (If possible, and will fit in the book side label)

C. Title Page

**DEVELOPMENT OF A PROGRAMMABLE
LOGIC CONTROLLER-BASED ENERGY
CONSUMPTION CONTROL SYSTEM**

A Research Project **Font 12, Bold
Inverted Pyramid**

Presented to the Faculty of the
Graduate Programs **Font 12**
College of Industrial Technology
Technological University of the Philippines
Ayala Blvd., Manila

by

TERESITA C. NORA

In Partial Fulfillment of the Requirements for the Degree
Master of Technology

March 2018

D. Approval Sheet

Technological University of the Philippines
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 Ayala Blvd., Ermita, Manila 1000
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**APPROVAL SHEET**

The project study entitled “**DEVELOPMENT OF MOBILE VIDEOKE**”, prepared and submitted by **RODOLFO G. DOROMAL, JR.**, in partial fulfillment of the requirements for the degree **Master of Technology**, is hereby approved and accepted.

CONNIE C. AUNARIO
 Adviser

MAY ANN R. CODERA
 Chairman

TERESITA C. NORA
 Member

AMELIA C. TORRALBA
 Member

MINABELLE D. VILLAFUERTE
 Member

JUANITO F. MANALANG
 Member

Approved in partial fulfillment of the requirements for the degree **Master of Technology**.

PROF. MA. IAN P. DE LOS TRINOS
 Dean, College of Industrial Technology
 Date: _____

E. Abstract Format

Font 12
ABSTRACT ←

The study, Development of Electronic Communication Chat (EC CHAT), aims to provide a social networking in a star topology connection inside inbound vicinity that helps students and faculty members to socialize and share files or information to one another without the use of internet. The system is capable of establishing wireless connection which provides all the social networking features and services inside its premises. It has the features of advisories, chatting, profiling, file sharing, blocking, reporting, and secured identification process. It also has an enhanced security that provides a trusted network connection to all client users. The application displays all the functions using graphical user interface to access all the features of the system. The system was developed using Android Studio for Android application development, Hypertext Preprocessor (PHP) and JavaScript a scripting language for web development, and open source web technologies such as HTML, and CSS for web pages and web application. Test results showed that the application software can be installed in any Android device running on Android 4.3 version and above without incompatibility issues and all test data were processed as expected in terms of speed and accuracy. The system was evaluated by 50 evaluators composed of Information Technology professors, professionals, and students under the Electronics Department of Technological University of the Philippines - Manila using ISO 25010 software quality model and was rated with a an overall mean of 4.64 with a descriptive rating of “Excellent.” This signifies that the system is useful to all students and faculty members in terms of social networking inside its vicinity.

Note:

1. Use block format.
2. Single-spaced and justified alignment.
2. Limit to 100 - 250 words.
3. Include problem, rationale, major methodologies used, features, tests and evaluation results, and conclusions.

F. TABLE OF CONTENTS FORMAT

Font 12

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**for proposal only

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REFERENCES 62*Note:*

- Use “References” if ALL the citations are listed and arranged chronologically as it appears in the paper (for Scopus format) and listed and arranged alphabetically (for APA format)
- Use “Bibliography” if all the citations (cited or not cited in the texts) are listed and arranged alphabetically and categorized into Books, Journals, Unpublished Theses and Dissertations, and Electronics Sources.

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Note:

1. Align properly the page numbers
2. List of tables and list of figures are placed on separate pages

G. BODY OF THE RESEARCH

Chapter 1 - INTRODUCTION

Background of the Study

Describe the scenario that poses problems and concerns needed to be addressed. Connect this situation to the proposed project.

It is composed of a brief statement of the origin of the problem. It also includes the main reasons for the conduct of the study. It starts with an opening statement about the main topic leading to the specific topic followed by a discussion on the specific topic leading to the problem identification. Lastly, a statement of the solution is presented

- 1st paragraph - opening statements about the main topic leading to your specific topic
- 2nd paragraph – discussion on the specific topic leading to your main problem
- 3rd paragraph – presentation of your main problem
- 4th paragraph – evidences that the problem really exists
- 5th paragraph – present the causes and effects of the main problem
- 6th paragraph – presentation of a perceived solution to the problem and its strategy

Objectives of the Study

General Objectives

The general objective captures the title of the study. It is broad enough to include all aspects of the subject matter, yet brief and concise as possible.

Specific Objectives

- The specific objectives must be explicit, precise, and expected results are verifiable.
- The criteria of SMART must be considered in setting the specific objectives.
 - Design the prototype
 - Fabricate or develop the prototype using (a software, mechanism etc. or according to a set of parameter or standard)
 - Determine the performance or acceptability of the project

Scope and Limitations of the Study

- The scope of the study includes what the study is all about, the reason why the study is conducted and how it will be made.
- The major methodologies of developing the prototype together with the important components are presented.
- Also included is who are the beneficiaries and how will they benefit from the project.
- The limitations are the factors which set the boundaries covered in the study.
- Significance of the Study (for proposal only)

Chapter 2 - CONCEPTUAL FRAMEWORK

Review of Related Literature and Studies

- The purposes of this section are to tell what research has or has not been done on the problem and to explain and clarify the theoretical rationale of the problem.
- Only studies, which are related in purpose, method, or findings of the study, should be included.
- The discussion of such studies should be in the form of a brief critical analysis of the purposes, method of study, principal findings and conclusions.

Conceptual Model of the Study

- This is represented in a diagram using the Input-Process-Output (IPO) model in developmental research.
- The INPUT block consists of the Knowledge Requirements, Software Requirements and/or Hardware Requirements.
- The PROCESS block presents the activities involved in the Design, Development, Implementation, and Evaluation stages.
- With the input and process requirements laid out, the expected OUTPUT becomes achievable.

Operational Definition of Terms

- Includes only the terms, words, or phrases, which have special or unique meanings in the study and the definitions of how they are used in the study.
- They are identified and listed as they appear in the research document starting with the title.
- The definitions should be brief and clear as possible.

Chapter 3 - METHODOLOGY

Project Design (Description of Major Parts with Functions, which may include isometric or circuit diagram)

Project Development (Procedural Steps Undergone from conceptualization to construction; include revisions done to the project/product/output, also include detailed parts and dimensions or flowchart)

Operation and Testing Procedure (steps to be followed in operating the project and tests to be done to ensure that the project is working)

Evaluation Procedure (the qualifications or criteria by which the project or product will be evaluated and how it will be rated; also include respondents who will evaluate the project and the criteria for interpreting the evaluation or the descriptive rating)

Table 1

Likert Scale

Numerical Scale	Descriptive Rating
5.0	Excellent/Highly Acceptable
4.0	Very Good/Very Acceptable
3.0	Good/Acceptable
2.0	Fair/Fairly Acceptable
1.0	Poor/Not Acceptable

Table 2

Descriptive Interpretation of the Mean

Numerical Scale	Interpretation
4.51 – 5.00	Excellent/Highly Acceptable
3.51 – 4.50	Very Good/Very Acceptable
2.51 – 3.50	Good/Acceptable
1.51 – 2.50	Fair/Fairly Acceptable
1.00 – 1.50	Poor/Not Acceptable

Chapter 4 -RESULTS AND DISCUSSION

- Project Description (show the fabricated project with description)
- Project Structure (detailed illustration of project sections/parts with description)
- Project Test Results (overall performance of the project with observed limitations; actual illustration of project while operating etc.; if product, may include laboratory test, etc)
- Project Capabilities and Limitations
- Project Evaluation (statistical result with corresponding interpretation)

Chapter 5 -SUMMARY OF FINDINGS, CONCLUSIONS, AND RECOMMENDATIONS

Summary of Findings (may include overall mean rating on the criteria set by the researcher, e.g. Workability, Functionality, etc.) Also include in the summary the ff:

- Project Description and Structure
- Summary of Test Results
- Summary of Project Evaluation Results

Conclusions (to indicate whether the specific objectives were attained e.g. design, construct and evaluate the project)

Recommendations (suggestions of evaluations and those mentioned by the panel for project improvement during the final defense)

BIBLIOGRAPHY (*arrange alphabetically per category, books, journals and other publications, theses and dissertation, and electronic sources*)

Include books, periodicals, electronic sources used to enrich the conceptual framework of the study. The format should be as follows:

Books

Angelo, T. and Cross, P. (1988). *Classroom Assessment Techniques: A Handbook for College Teachers Book Description*. Jossey Bass Adult and Higher Education Series

Unpublished Theses and Dissertations

Felipe, L. (1985). “A Survey of the Audio Visual Resources at the Mariano Marcos State University, and Their Utilization by the Faculty with Implications to a Proposed Audio-Visual Center”. Unpublished Thesis. University of the Philippines, Diliman .

Journals and Publications

Earle, R. (2002).”*The Integration of Instructional Technology in to Public Education: Promises and Challenges*”. Educational Technology Magazine .Vol. 42, 5-13

Electronic Sources

American Heart Association. (n.d.). *American Heart Association health risk assessment*. Retrieved January 10, 2010, from <http://www.americanheart.org/risk/quiz.html>

Note: Include retrieval date if the online source is likely to change/be updated in future.

NOT ACCEPTED

Wikipedia, The Free Encyclopedia. “*Mechatronics*”. August 2008 retrieved last November 2009 from <http://www.Wikibooks.org/Mechatronics>

APPENDIXES

Appendixes include the ff:

- Sample Evaluation Instrument
- Correspondence
- Gantt Chart
- Profile of Respondents (in matrix form)
- Laboratory Test Results (if needed)
- Total Budgetary Requirements
- Tools and Equipment Used
- Pictures Taken During Fabrication, Testing and Evaluation (with captions)
- Summary of Mean Scores from the Evaluation
- User's Manual
- Certificate of Similarity Index Using Turnitin

RESEARCHERS' PROFILE

Provide simple curriculum vitae of the researcher/s.

GENERAL THESIS FORMAT GUIDELINES

Retrieved from http://www.vanguard.edu/faculty/ddegelman/detail.aspx?doc_id=796

- I. **General Document Guidelines**
 - A. **Margins:** 1.50 inch left margin , One inch on the remaining sides (top, bottom, right)
 - B. **Font Size and Type:** 12-pt. Times New Roman
 - C. **Line Spacing:** Double-space throughout the body of the paper, except in title page, abstract, tables, figures, and references/bibliography.
 - D. **Spacing after Punctuation:** Space *once* after commas, colons, and semicolons within sentences. Insert two spaces after punctuation marks that end sentences.
 - E. **Alignment:** Justified
 - F. **Pagination:** The page number appears one inch from the upper right edge of the paper on the first line of every page except the first page of Chapter 1.

- II. **Abstract:** The abstract is a one-paragraph, self-contained summary of the most important elements of the paper.
 - A. **Pagination:** The abstract begins on a new page.
 - B. **Heading:** "Abstract" (centered on the first line)
 - C. **Format:** The abstract (in block format) begins on the line following the Abstract heading. The abstract word limit is set by individual journals. Typically, the word limit is between 150 and 250 words. All numbers in the abstract (except those beginning a sentence) should be typed as digits rather than words.

- III. **Body**
 - A. **Pagination:** The body of the paper begins on a new page. Subsections of the body of the paper do *not* begin on new pages.
 - B. **Title:** The title of the paper (in uppercase and lowercase letters) is centered on the first line below the running head.
 - C. **Introduction:** The introduction (which is not labeled) begins on the line following the paper title.

- IV. **Text citations:** Source material must be documented in the body of the paper by citing the author(s) and date(s) of the sources. The underlying principle is that ideas and words of others must be formally acknowledged. The reader can obtain the full source citation from the list of references that follows the body of the paper.
 - A. When the names of the authors of a source are part of the formal structure of the sentence, the year of publication appears in parentheses following the identification of the authors. Consider the following example:

Wirth and Mitchell (1994) found that although there was a reduction in insulin dosage over a period of two weeks in the treatment condition compared to the control condition, the difference was not statistically

significant. [**Note:** *and* is used when multiple authors are identified as part of the formal structure of the sentence. Compare this to the example in the following section.]

- B. When the authors of a source are *not* part of the formal structure of the sentence, both the authors and year of publication appear in parentheses. Consider the following example:

Reviews of research on religion and health have concluded that at least some types of religious behaviors are related to higher levels of physical and mental health (Gartner, Larson, & Allen, 1991; Koenig, 1990; Levin & Vanderpool, 1991; Maton & Pargament, 1987; Paloma & Pendleton, 1991; Payne, Bergin, Bielema, & Jenkins, 1991). [**Note:** *&* is used when multiple authors are identified in parenthetical material. Note also that when several sources are cited parenthetically, they are ordered alphabetically by first authors' surnames and separated by semicolons.]

- C. When a source that has two authors is cited, both authors are included every time the source is cited.
- D. When a source that has three, four, or five authors is cited, all authors are included the first time the source is cited. When that source is cited again, the first author's surname and "et al." are used. Consider the following example:

Reviews of research on religion and health have concluded that at least some types of religious behaviors are related to higher levels of physical and mental health (Payne, Bergin, Bielema, & Jenkins, 1991).

Payne et al. (1991) showed that ...

- E. When a source that has six or more authors is cited, the first author's surname and "et al." are used every time the source is cited (including the first time).
- F. Every effort should be made to cite only sources that you have actually read. When it is necessary to cite a source that you have not read ("Grayson" in the following example) that is cited in a source that you have read ("Murzynski & Degelman" in the following example), use the following format for the text citation and list only the source you have read in the References list:

Grayson (as cited in Murzynski & Degelman, 1996) identified four components of body language that were related to judgments of vulnerability.

- G. To cite a personal communication (including letters, emails, and telephone interviews), include initials, surname, and as exact a date as possible. Because a personal communication is not "recoverable" information, it is not included in the References section. For the text citation, use the following format:

B. F. Skinner (personal communication, February 12, 1978) claimed ...

- H. To cite a Web document, use the author-date format. If no author is identified, use the first few words of the title in place of the author. If no date is provided, use "n.d." in place of the date. Consider the following examples:

Degelman (2009) summarizes guidelines for the use of APA writing style.

Changes in Americans' views of gender status differences have been documented (*Gender and Society*, n.d.).

- I. To cite the Bible, provide the book, chapter, and verse. The first time the Bible is cited in the text, identify the version used. Consider the following example:

"You are forgiving and good, O Lord, abounding in love to all who call to you" (Psalm 86:5, New International Version). [**Note:** No entry in the References list is needed for the Bible.]

- V. **Quotations:** When a direct quotation is used, always include the author, year, and page number as part of the citation.
- A. A quotation of fewer than 40 words should be enclosed in double quotation marks and should be incorporated into the formal structure of the sentence. Consider the following example:
- Patients receiving prayer had "less congestive heart failure, required less diuretic and antibiotic therapy, had fewer episodes of pneumonia, had fewer cardiac arrests, and were less frequently intubated and ventilated" (Byrd, 1988, p. 829).
- B. A lengthier quotation of 40 or more words should appear (without quotation marks) apart from the surrounding text, in block format, with each line indented five spaces from the left margin.
- VI. **Bibliography:** All sources must be included in the Bibliography section.
- A. **Pagination:** The Bibliography section begins on a new page.
- B. **Heading:** "BIBLIOGRAPHY" (centered on the first line)

- C. **Format:** The Bibliography (with hanging indent) begins on the line following the Bibliography heading. Entries are organized alphabetically by surnames of first authors. Most reference entries have the following components:
1. **Authors:** Authors are listed in the same order as specified in the source, using surnames and initials. Commas separate all authors. When there are eight or more authors, list the first six authors followed by three ellipses (...) and then the final author. If no author is identified, the title of the document begins the reference.
 2. **Year of Publication:** In parentheses following authors, with a period following the closing parenthesis. If no publication date is identified, use "n.d." in parentheses following the authors.
 3. **Source Reference:** Includes title, journal, volume, pages (for journal article) or title, city of publication, publisher (for book). Italicize titles of books, titles of periodicals, and periodical volume numbers.
 4. **Electronic Retrieval Information:** Electronic retrieval information may include digital object identifiers (DOIs) or uniform resource locators (URLs). DOIs are unique alphanumeric identifiers that lead users to digital source material. To learn whether an article has been assigned a DOI, go to <http://www.crossref.org/guestquery/>.
- D. **Example of APA-formatted References:** Go to <http://www.vanguard.edu/uploadedFiles/Psychology/references.pdf>
- E. **Examples of sources**
1. **Journal article with DOI**

Murzynski, J., & Degelman, D. (1996). Body language of women and judgments of vulnerability to sexual assault. *Journal of Applied Social Psychology*, 26, 1617-1626. doi:10.1111/j.1559-1816.1996.tb00088.x
 2. **Journal article without DOI, print version**

Koenig, H. G. (1990). Research on religion and mental health in later life: A review and commentary. *Journal of Geriatric Psychiatry*, 23, 23-53.
 3. **Journal article without DOI, retrieved online** [Note: For articles retrieved from databases, include the URL of the journal home page. Database information is not needed. Do not include the date of retrieval.]

Aldridge, D. (1991). Spirituality, healing and medicine. *British Journal of General Practice*, 41, 425-427. Retrieved from <http://www.rcgp.org.uk/publications/bjgp.aspx>

4. **Book**

Paloutzian, R. F. (1996). *Invitation to the psychology of religion* (2nd ed.). Boston, MA: Allyn and Bacon.

5. **Informally published Web document**

Degelman, D. (2009). *APA style essentials*. Retrieved from http://www.vanguard.edu/faculty/ddegelman/detail.aspx?doc_id=796

6. **Informally published Web document (no date)**

Nielsen, M. E. (n.d.). *Notable people in psychology of religion*. Retrieved from <http://www.psywww.com/psyrelig/psyrelpr.htm>

7. **Informally published Web document (no author, no date)**

Gender and society. (n.d.). Retrieved from <http://www.trinity.edu/~mkearl/gender.html>

8. **Abstract from secondary database**

Garrity, K., & Degelman, D. (1990). Effect of server introduction on restaurant tipping. *Journal of Applied Social Psychology*, 20, 168-172. Abstract retrieved from PsycINFO database.

9. **Article or chapter in an edited book**

Shea, J. D. (1992). Religion and sexual adjustment. In J. F. Schumaker (Ed.), *Religion and mental health* (pp. 70-84). New York, NY: Oxford University Press.

10. **Diagnostic and Statistical Manual of Mental Disorders**

American Psychiatric Association. (2000). *Diagnostic and statistical manual of mental disorders* (4th ed., text rev.). Washington, DC: Author.

- VII. **Tables:** A common use of tables is to present quantitative data or the results of statistical analyses (such as ANOVA). See the *Publication Manual* (2010, pp. 128-150) for detailed examples. Tables must be mentioned in the text.
- A. **Pagination:** Each Table begins on a separate page.
 - B. **Heading:** "Table 1" (or 2 or 3, etc.) is typed flush left on the first line below the running head. Double-space and type the table title flush left, Italics (in uppercase and lowercase letters).

Example:

Table originally done by the author

Table 1

Range of Mean Values

Rating	Quantitative Interpretation
8.51 – 9.00	Like Extremely
7.51 – 8.51	Like Very Much
6.51 – 7.50	Like Moderately
5.51 – 6.50	Like Slightly
4.51 – 5.50	Neither Like nor Dislike
3.51 – 4.50	Dislike Slightly
2.51 – 3.50	Dislike Moderately
1.51 – 2.50	Dislike Very Much
1.00 – 1.50	Dislike Extremely

Single space

Table Derived from a Source

Table 2

Nutritive Value of White Corn

Principles, Minerals, and Vitamins	Amount
Calories	96 kcal
Water	73%
Protein	3.4 grams
Carbs	21 grams
Sugar	4.5 grams
Fiber	2.4 grams
Fat	1.5 grams

Single space

Source: Dumile and Jackson (2015, p. 31). blyer, Lehman, and Sorey (2014, p. 79). cOnuki, Agata, and Hamamoto (2014, p. 101). dGarcia, Homme, Oliveri, and Bjork (2014, p. 47). eAtashin (2013, p. 56)

Times New Romans, 9

VIII. **Figures:** A common use of Figures is to present graphs, photographs, or other illustrations (other than tables). See the *Publication Manual* (2010, pp. 150-167) for detailed examples.

A. **Pagination:** Figures begin on a separate page.

B. **Figure Caption:** "Figure 1." (or 2 or 3, etc.) is typed center aligned on the first line below the figure, immediately followed on the same line by the caption (which should be a brief descriptive phrase).

Example:

Figure originally done by the author



Figure 1. Color Sensor → Times New Romans, 12

Figure derived from a source



Figure 1. Color Sensor → Times New Romans, 12
Source: www.hitechnic.com → Times New Romans, 9

IX. **Appendixes:** A common use of appendixes is to present unpublished tests or to describe complex equipment or stimulus materials.

A. **Pagination:** Each Appendix begins on a separate page.

B. **Heading:** If there is only one appendix, "Appendix" is centered on the first line below the manuscript page header. If there is more than one appendix, use Appendix A (or B or C, etc.). Double-space and type the appendix title (centered in uppercase letters).

TENSES

Chapter 1

- Background of the Study** - Present Tense
- Objectives of the Study** - Present Tense
- Scope and Limitations of the Study** - Future/Past Tense

Chapter 2

- Review of Related Literature and Studies** - Present Tense
- Conceptual Model of the Study** - Present Tense
- Operational Definition of Terms** - Present Tense

Chapter 3

- Future/Past Tense

Chapter 4

- Present Tense

Chapter 5

- Summary of Findings** - Past Tense
- Conclusions** - Past Tense
- Recommendations** - Present Tense

Chapter 2 (Nomenclature of Topics, Sub-topics, etc)

Main Topic (not indented, bold, title case, not italicized)

Subtopic (indented, bold, title case, not italicized)

Sub-Subtopic (indented, not bold, underlined, title case, not italicized)

Appendix A
SAMPLE EVALUATION INSTRUMENT

Appendix B
GANTT CHART

Appendix C
CORRESPONDENCE

Appendix D**PROFILE OF RESPONDENTS**

Respondent No.	Name	Company/ Institution	Position/ Designation
1			
2			
3			
4			
5			
6			
7			

Appendix E
LABORATORY TEST RESULTS

Appendix F
TOTAL BUDGETARY REQUIREMENTS

Appendix G**TOOLS AND EQUIPMENT USED**

TOOLS	SPECIFICATIONS
1.	
2.	
EQUIPMENT	
1.	
2.	

Appendix H

PICTURES TAKEN DURING FABRICATION, TESTING AND EVALUATION

Appendix I**SUMMARY OF MEAN SCORES FROM THE EVALUATION**

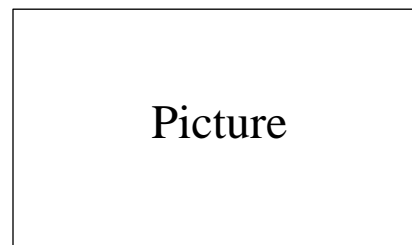
Appendix J
USER'S MANUAL

Appendix K

CERTIFICATE OF SIMILARITY INDEX USING TURNITIN

SAMPLE FORMAT OF CURRICULUM VITAE

COMPLETE NAME
 Complete Address
 Mobile No.:
 Email Address:

**WORK EXPERIENCES** *(Please start with the latest information)*

- Faculty, Electronics Engineering Technology Dept. 1994 – present
 College of Industrial Technology, Technological University of the Philippines
 Ayala Blvd., Manila

July 16, 2010 – present Head, Electronics Engineering Technology Dept.

Responsibilities:

1. Teaches graduate and undergraduate subjects like Thesis Writing, Research, Operating Systems, Microprocessors Input/Output Systems, Computer Programming (C Language), Assembly Language Programming, Computer System Architecture and Organization, and Statistics.
2. Thesis adviser for both graduate and undergraduate students' research projects.

Please include the On-the-Job Training

EDUCATIONAL BACKGROUND *(Please start with the latest information)*

- Master of Technology March 1999
 Technological University of the Philippines

RESEARCHES CONDUCTED *(Please start with the latest information)*

- *Title of Research: "Microcontroller-based Computer Cooling System"*

CONFERENCES/ SEMINARS/ TRAININGS ATTENDED *(Please start with the latest information)*

- MSW "Cloud Computing September 4, 2014
PSITE-NCR
Asia Pacific College

MEMBERSHIP IN PROFESSIONAL ORGANIZATIONS *(Please start with the latest information)*

- Philippine Association of Colleges and Universities in Industrial Technology
 (Lifetime Member)