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RESEARCH AND DEVELOPMENT CENTER

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UB R&DC WEBINAR SERIES ON RESEARCH CAPABILITY BUILDING

- IMRAD RESEARCH WRITING
- RESEARCH PUBLICATION

10. 10. 20
8 AM - 12 NN

VIA GOOGLE MEET
[MEET.GOOGLE.COM/WFJ-UGYB-IOX](https://meet.google.com/WFJ-UGYB-IOX)

Research Publications

By: Dr. Isagani A. Paddit
Director, R&DC

October 10, 2020



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What happens after completing your research?

- A. Submission for Research Dissemination / Paper Presentation – Colloquium/Colloquia
- B. Publication then Dissemination
- C. Dissemination then Publication
- D. Dissemination and Publication

General Publishing Cycle*

- A. Call for paper and manage submissions
 - Sorting and rejection by the editor/publisher / certification / ethical clearance
- B. Papers are subjected to Peer-Review (Content)
 - In accordance to field of specialization/Reviewer
- C. Editing and preparation – Editorial Board
 - Grammar editing, plagiarism
- D. Production
 - Lay outing, pre-printing activities
- E. Publication – printing of the Journal for distribution or circulation

*Source: Elsevier Webinar on October 6, 2020

Research Publications

- Departmental – Publications in the school/department Journal
 - i.e. Graduate School Journal, College Journal



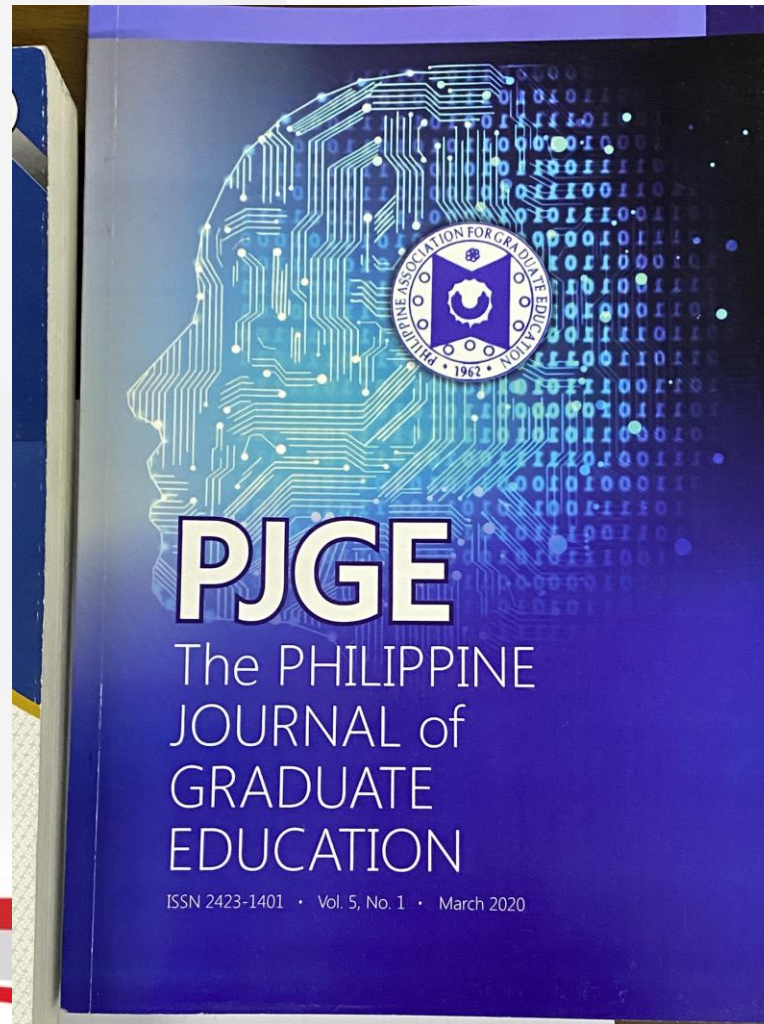
Research Publications

- Institutional



Research Publications

- National Level



Research Publications

- International Level



Guidelines in the Submission of Papers

1. The manuscript must not have been submitted to or published in other journals, or in a process of publication. A declaration to this effect must accompany the submission.
2. Manuscripts must be submitted in an electronic copy to rdc@e.ubaguio.edu and should not exceed fifteen (15) pages including references. Submit in Microsoft Word format.
3. It is advised that a copy of the research questionnaire or tools be submitted as a separate file. The editors and reviewers need to refer to these tools. Make sure that any identification pertaining to the researcher/s is deleted.

Guidelines in the Submission of Papers

4. A notice of acceptance shall be given to author/s of papers accepted for publication.
5. Accepted papers will be subjected for external review following the double blind review process.
6. Authors of accepted papers are responsible for the editing of their manuscript (grammar and format). Authors are advised to use the appropriate format for their study. The following are examples of referencing formats for specific fields:

Guidelines in the Submission of Papers

Format

Modern Language Association (MLA)

- English, Foreign language, Literature, Humanities

American Psychological Association (APA)

- Social Sciences, Behavioral Sciences, Education, Engineering, Business

Chicago

- Anthropology, Ethnographic Studies

Council of Science Editors (CSE)

Biological Sciences

American Medical Association (AMA)

Biomedical Sciences, Medicine, Nursing

Guidelines in the Submission of Papers

7. Revisions must be submitted within two (2) weeks from the issuance of the decision letter inviting a revision. The manuscripts of those who were not able to beat the deadline shall be considered for the next issue of the journal.
8. For papers with multiple authors, it is necessary that they attach as a separate file a consent from the other members that their paper shall be published in the UB journal.
9. A brief biographical note on the author/s indicating his/her/their educational attainment, specialization, present position, and contact information must be provided.

Guidelines for Authors

1. Research topics should be aligned to the Research Agenda of the University or of the school. Topics that do not fall under any of the priority areas may be considered provided they address relevant issues and problems of the times.
2. Organize the paper following these major headings: Title, Author/s, Affiliation, Abstract, Introduction, Materials and Methods for experimental study or Methodology for non- experimental study, Results and Discussion, Conclusions and References. The References should substantially consist of articles and studies published in scientific and peer-reviewed online journals. Unpublished materials such as theses and dissertations are discouraged.

Guidelines for Authors

3. Type the manuscript in a long bond paper. Follow 0.6" margin on all sides, with 6"x9" paper size.
4. Use the Rockwell font with an 11.5 point size.
5. The text is justified, using normal paragraphs with the first line indented 5 character spaces from the left margin.
6. Observe single-spaced lines within a paragraph, and double-space between paragraphs or between headings/subheadings and the subsequent paragraph.
7. The Abstract should not be more than 300 words (indicate 5 key words).

Guidelines for Authors

8. Spell out acronyms of unfamiliar abbreviations when these are mentioned for the first time in the text.

9. Do not spell out number unless they are used to start a sentence.

10. Use the metric system only or the International System of Units. Use abbreviations of units only beside numerals (e.g. 6 m); otherwise, spell out the units (e.g. kilometers from here). Do not use plural forms or periods for abbreviations of units. Use the bar for compound units (e.g. 1 kg/ha/yr.). Place a zero before the decimal in numbers less than 1 (e.g. 0.25).

Guidelines for Authors

11. Titles of tables and captions of figures should be as short as possible and understandable without referring to the text. Figures should consist only of simple line drawings, computer-generated graphics or good quality black and white photographs. Photographs should be original figures that are not electronically enhanced and submitted in a jpeg or png file.

12. To promote anonymous review, authors should not identify themselves directly or indirectly in their papers or in experimental test instruments included in the submission.

References:

Elsevier South East Asia Publishing Workshop Webinar (2020): An Introduction to Scholarly Publishing

UBRDC Policies and operations manual 2020

Q & A

Want to know more?

<https://www.ubaguio.edu/rdc>

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Welcome to Research and Development Center

The creation of the UB Research and Development Center (R&DC) was spearheaded for it to serve as a venue for the harmonious growth of the different departments of the institution, their faculty and students, in their pursuit of academic excellence and professional growth and development. The R&DC regularly plans, designs, conducts, coordinates and evaluates short-term training programs, workshops, seminars and lectures for various clienteles while propagating the research culture in the University and the society.

<https://www.facebook.com/UBRDC>



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