

## I. INTRODUCTION

The rationale renders an exposition of the situation that has made the study necessary. The first paragraph of the introduction is the most important part of the paper. It provides a “narrative hook” to the reader (Creswell, 2017). The narrative hook causes the reader to pay attention and elicits an emotional or attitudinal response from the reader. It also causes the reader to continue reading.

**The next paragraphs are readings to support the first paragraph.**

This rationale’s main purpose is to present the justification of the study. The researchers may cite the: (1) reasons why they have chosen the topic; and/or (2) cite the problematic situation, which prompted the researchers to conduct the study from the macro to micro levels, that is globally, regionally, nationally, and locally, to zero-in on the local setting of the study. Discussions claimed should be with legal basis relevant to the study. The researchers may present pertinent statistical data that could support the claims. The presentations should be emphatic and explosive. It should create an impact on the reader to go on and find out what is there in the research study.

The last paragraph of the rationale is the purpose statement. It states the purpose of the researcher in order to address the gap or problem stated in the “situationer” and cites the reasons for conducting the study.

These are the guide questions to help articulate the rationale: (1) What is the study all about; (2) What is the literature saying about the study; (3) What is the research gap; and (4) How will this study address the research gap? Note: Each number may represent a paragraph or more. **The rationale should be two to four pages only.**

The Significance of the Study will follow after the Rationale (1 paragraph)

***A Theoretical Stance***

***Epistemology***

***Ontology***

***Actiology***

***Methology***

***Rhetoric***

***Domain of Inquiry***

The Problem Statement renders a statement of the central problem of the study (*with or without the specific problems*).

## II. RESEARCH METHODOLOGY

### Methods

- Refers to the design for data collection and data analysis and major research design is quantitative and qualitative study. Common designs are the following:
  - **For qualitative studies:**
    - Historical
    - Phenomenology
    - Single Case Study/ Multiple Case Study
    - Grounded Theory
    - Ethnography
    - Meta-synthesis
- ❖ Discuss the research design or method of choice
- ❖ Discuss how the design will be applied in the current study

### Environment

Presents the setting where the study will be conducted and include a deeper description of such setting. Include discussion on mission-vision; history; practices; services; people among others. May provide a schematic diagram to be appended at the back of the study.

### Respondents

Present who will be involved in the study from whom you will acquire your data. Describe the participants. How many participants are involved?

### Sampling Technique

How are they selected (discuss sampling technique that will be used)? Make sure to include the principle of Data Saturation.

### Instruments

Most common research instruments are review of documents, direct observation, participant observation, interview, self-made questionnaire. Discuss what research tool will be used.

- ❖ Kindly specify the Interview Guide and the type of Interview Questionnaire (Open-Ended or Close-Ended)

### **Data Gathering Procedure**

- ❖ Discuss transmittals to target participants and location
- ❖ Discuss IRB process
- ❖ Discuss how the data will be collected (before, during, and after data collection)

Describe and narrate the step-by-step process, courses of action or sequence of events in the administration of the instruments and the retrieval of accomplished instruments.

### **Data Analysis**

This will depend on the types of data to be collected and the nature of the problem. *Discuss the process on organizing, analyzing and interpreting the qualitative data. (Thematic Analysis, Content Analysis, Frame Analysis, and etc.)*

### **Ethical Consideration (During Design Hearing)**

The study will be conducted in accordance with the guidelines outlined in the Declaration of Helsinki (World Medical Association, 2013). Approval will be obtained from the Research and Ethics Committee of the University of the Visayas, with Reference No. \_\_\_\_\_ dated \_\_\_\_\_. Furthermore, the study will involve adults who voluntarily participate in an online survey. Prior to completing the questionnaires, participants will receive an informed consent form detailing the study's purpose, procedures, risks and benefits, confidentiality measures, voluntary participation, and contact information. No financial incentives will be offered for participation. The authors declare no conflicts of interest. *The authors may add more..*

### **Ethical Consideration (During Final Oral)**

The study was conducted according to the guidelines outlined in the Declaration of Helsinki (World Medical Association, 2013). Approval was obtained from the

Research and Ethics Committee of the University of the Visayas, with Reference No. 1234567 dated October 15, 2024. The study involved adults who voluntarily participated in an online survey. Prior to completing the questionnaires, participants received an informed consent form detailing the study's purpose, procedures, risks and benefits, confidentiality measures, voluntary participation, and contact information. No financial incentives were offered for participation. The authors declared no conflicts of interest.

*The authors may add more..*

### **III. RESULTS AND DISCUSSIONS**

The analysis of data should be objective and logical. Interpret the results in a narrative form after the table. Textual presentation should supplement or expand the contents of tables, rather than duplicate them. Present facts as much as possible. If opinions would substantiate the findings, then it should be supported with related literatures. In interpreting data, point those that are consistent or inconsistent and based interpretation using implications or synthesis.

Answer to problem 1 –

**\*\*This is the sequence in presenting a Theme**

- Describe what is the theme all about
- Support the utterances of the participants
- Explain the meaning of the utterances of the participants
- Make implications and support with related findings from other studies.

Answer to problem 2 (use the same guidelines)

Answer to problem 3 and so on.....

### **Conclusions/Implications**

Conclusion is the formulation of generalizations based on collected data. This presents broad statements or generalizations based on the findings of the study with the purpose of answering the main problems. Broad generalizations not supported by data or findings should be avoided. The statements should be based from the theory used.

### **Recommendations**

Recommendations are suggestions for the improvement of practices, policies, and implementing strategies relative to the research. Recommendations are divided into specific and general recommendations. Specific recommendations are based on the findings and conclusions of the study itself. The researchers are advised to suggest five related studies related to the undertaken study. These would serve as research buds. It includes; (1) replication study for triangulation purposes; (2) more advanced or sophisticated methodology based from the evidence-based practice hierarchy; (3) studies that would cover areas uncovered by the present research; and (4) improved methodology based from the weakness of the present study.

## REFERENCES

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**For APA 7<sup>th</sup> Ed, refer to this link:** <https://apastyle.apa.org/style-grammar-guidelines/citations>

## **APPENDICES**

### **Appendix A**

**TRANSMITTAL LETTER TO THE DEAN**



**Appendix B****TRANSMITTAL LETTER TO THE \_\_\_\_\_**

*(Specify the stakeholder where you need to conduct data gathering, it could be the Municipal Mayor, Head of the Department, Principal, Operations Manager and so on...)*

**Appendix C**

**IMPLIED INFORMED CONSENT FORM**

**Appendix D**  
**RESEARCH INSTRUMENT**

(interview, observation guide, checklist, testing instruments, etc.)

**Appendix E**  
**NOTICE TO PROCEED**

**Appendix F**  
**CERTIFICATE OF SIMILARITY INDEX**

**Appendix G**  
**CERTIFICATE OF CRITIC READER**

**Appendix H**  
**BIO-NOTE**

### **TECHNICAL WRITING**

1. Never use personal pronouns like: I, me, we, are, us and you.  
Always use: the researcher(s)
2. Acknowledgement of all sources (**Use APA 7<sup>th</sup> Ed**).
3. Observe confidentiality.
4. Table should be in one page. If impossible, break it into two tables.
5. Number 1-9 (whole word); 10-up in figures.

6. Paging before chapter 1, use the lower-case letters. (i, ii, iii, etc.)
7. Foreign words, dialects must be *italics*.
8. Never use abbreviations or symbols.
9. Page number should be written at the upper right corner of the page.
10. Define major terms as presented in title and subproblems of the study.
11. Borders should be measured one and one-half inches from left side while measuring 1 inch from right side, top and bottom.
12. Everything should be in single