

GUIDELINES FOR SUBMISSION OF MANUSCRIPT FOR TRINITIAN RESEARCHER

Suggested Guidelines in Writing Research Articles for Publication

One way of disseminating research studies is through publication in research journal either local or international. Researchers who intend to publish their articles in refereed journals have to follow the format prescribed by the publications aimed at. However, the following guidelines can guide researchers in transforming their research in publishable form:

In terms of format, the following parts usually appear:

1. **Title Page.** This is the first page that appears in the research report with the following information: the title of the work, the author/s and other relevant information. The title page is not numbered.
2. **Abstract.** The abstract provides readers with brief and concise information on the salient features of the study. It gives the reader an overview of why and how the study was conducted and includes the significant finding of the research.
3. **Main Body** to include the :
 - a. Introduction. It is a brief presentation of the purpose and significance of the study.
 - b. Research Paradigm. It is where the set of assumptions, concepts, values and practices supporting the study are presented.
 - c. Method. It is a brief discussion of how the sample groups were selected; how the data were collected/generated and analyzed. Results from the data gathered from the survey questionnaire might not be the same with the results from the interview; the researcher should explain clearly the differences between coding and tabulating, interpreting and analyzing. A good discussion of the method is important for other researchers to adapt or replicate the methodology used. Sufficient information must be given to allow others to replicate the work. This is particularly the case when a new method had been developed. The reader must know if the method is appropriate to the objectives of the study.
 - d. Results and Discussions. This includes presentation and analysis of research findings. Results must be presented following the order of the problems/objectives raised in the early part of the paper.
4. **Reference.** This section indicates the source of all information and ideas from existing work use in writing the research report. All information that is not referenced is assumed to be general knowledge or come directly from the researcher.

In terms of presentation, the APA format is suggested (download from the following: <http://webster.comnet.edu/apa/>; <http://owl.english.purdue.edu/owl/resource/560/01>; <http://www.uwsp.edu/PSYCH/apa4b.htm>). In addition, the following may also be considered:

- The report must be typed, double-spaced on standard paper (8.5" x 11" with 1" margin on both sides of the paper, 10-13 pt. Times New Roman font or a similar form. This must be followed throughout the paper.
- The title itself must be typed in uppercase and lowercase letters, centered on the page.
- Within the text, paragraphs must be indented five to seven spaces (except for entries in the reference list, block quotations and abstract).

Source: E-mail from Dr. Libertad Garcia of the Commission of Higher Education (CHED) dated July 21, 2009.