**1st PROGRESS REPORT**

**Period Covered: 23 July to 21 August 2018**

**Research Study Title (Thesis): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Student Researchers: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Adviser(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| **SPECIFIC ACTIVITY** | **SPECIFIC OUTPUT/RESULT/****SPECIFY THE NAMES OF THE STUDENTS ASSIGNED** | **REMARKS****PROBLEMS ENCOUNTERED/SOLUTIONS** |
| **The activities should be consistent with the activities listed in the GANTT CHART.** **These activities should be undertaken/conducted according to your schedule as reflected in the GANTT CHART.** **If there will be deviation (delays) from the original schedules, please indicate in the REMARKS the problems encountered and the solutions to solve the problems.** | **This will contain specific outputs or results (example: revision of Chapter 1, etc.) for each individual activity.** **This will be validated from your previous submission – the revised research proposal submitted on 08 August 2018.****NOTE: The research proposal will be converted/revised as a completed/finished study. USE PROPER TENSE. The revised manuscript will contain the required pages as indicated in the Guidebook (cover page, paging, table of contents, list of references, etc.)** | **Be specific in problems/issues encountered and the solutions applied to solve the problems/issues encountered.** |

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**Student Researchers: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Adviser(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| **SPECIFIC ACTIVITY** | **SPECIFIC OUTPUT/RESULT/****SPECIFY THE STUDENT(S) IN-CHARGE FOR EACH ITEM** | **REMARKS****PROBLEMS ENCOUNTERED/SOLUTIONS** |
| **Example:**1. **Submission of the Revised Proposal**
2. **Writing-up of Chapters 1 to 3**
 | * **Submitted the revised proposal on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, including the copies of the relevant journal articles. We changed our topic.**
* **Secured approval from the adviser and from the panel members during the title defense**
* **Revised Chapter 2 for additional citations.**
* **Re-write/improvement of the whole manuscripts based on the guidebook**
 | * **Delayed submission was due to disapproval from the panel**
* **Rectified the proposal based on the recommendations of the adviser and panel members**
* **The research objectives were revised based on adviser’s recommendation.**
* **The methodology is not yet finalized due**
 |

**SUBMITTED BY: NOTED BY:**

**Name of the students**

**(All students will sign opposite the names) (Name of the Adviser/Signature)**

**GANTT CHART**

**Research Study Title (Thesis): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Student Researchers: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Adviser(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| **ACTIVITY** | **JULY** | **AUGUST** | **SEPTEMBER** | **OCTOBER** | **DECEMBER** | **REMARKS** |
|  | **W1** | **W2** | **W3** | **W4** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Title Defense** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **23 July 2018** |
| **Submission of Revised Proposal** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **08 August 2018** |
| **Writing-up of Chapters 1-5** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Preparation of Materials and Equipment** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Conduct of experiment, survey, site visit** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Fabrication of Prototype** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Submission of Progress Reports** |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **22(CE)/23(EE) August 2018;** **03 September 2018****10 September; 17 September 2018** |
| **Submission of 1st Draft Thesis** |  |  |  |  |  |  |  |  |  |  |  | **1st week of October** |
| **Submission of Final Draft Thesis** |  |  |  |  |  |  |  |  |  |  |  | **2nd week of October** |
| **Final Oral Defense** |  |  |  |  |  |  |  |  | **3rd week of October 2018** |
| **Submission of the Revised Thesis for Approval** |  |  |  |  |  |  |  |  |  |  |  |  |
| **Thesis Binding and Submission of Hardcopies** |  |  |  |  |  |  |  |  | **Last week of October 2018** |

**NOTE: This is only an example. You can modify based on the nature of your research study.**