

## 1<sup>st</sup> BASC RNDC – Paper submission

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The papers to be presented in the 1<sup>st</sup> BASC National Conference shall follow the following format:

1. Manuscript should be in folio-sized paper (8.5" x 13"), with 1.0 paragraph spacing, Arial font and font size of 11 and side margins: top and bottom – 1.0" and left and right – 1.0". Maximum of 20 pages to include graphs, tables, references and appendices.
2. The manuscript should contain the following:
  - a. **Title:** concise and informative title; with name(s) of the author; email address of the corresponding author(s) and affiliation(s) and address(es) of the author(s)
  - b. **Abstract:** use specific words, phrases, concepts and keywords from the manuscript and write from an objective point of view; define the unique terms and acronyms; write one paragraph with a maximum of 250 words.
  - c. **Keyword:** immediately after the abstract; provide a maximum of 5 keywords
  - d. **Introduction:** written to explain the theoretical background, related research, the practical applications and the nature and purpose of the article.
  - e. **Methodology:** section that describes the participants (e.g. demographics, selection criteria or sampling procedure and group assignment), the materials (e.g. task(s), equipment, instruments, including a discussion of their validity and reliability, if appropriate) and the procedures employed in the study such as treatment(s) and data analysis.
  - f. **Results and Discussion:** a combined results and discussion section written clearly and concisely. If tables and figures are used to visually show the results, only the critical data should be restated in the text and emphasize evidence on which the conclusions are based. The data should also be interpreted in this section. Discussion should explain the significance of the results of the work.
  - g. **Conclusion and Recommendations:** this section should summarize the main findings of the research. As such, it should only contain information found on the result section of the paper. In addition, this section should also answer the objectives.
  - h. **Acknowledgements (when appropriate):** collate acknowledgements in a separate section at the end of the article before the references and do not

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include them on the title pages, as a footnote to the title or otherwise. List here those individuals who provided help during the research (e.g. providing language help, writing assistance or proof reading the article, etc.) and the research sponsors.

- i. **Reference List:** the list of references must be comprehensive, as it includes all pertinent information about the sources of ideas and arguments. Author's name and initial must be followed by a comma and a full stop period, respectively. Period separates entries like author's name, year of publication, title of articles or books and journals must be italicized. Electronic source must include dates of access and site addresses (Please refer to APA Publication Manual for way or citing references).

### Oral Presentation

The following are the important content/highlights of the presentation following the 1<sup>st</sup> BASC NRDC:

- Introduction- the importance of the topic, issue or position and describes the objectives of the project.
- Method- describes the approach, or method of implementation, discussing in details from planning to evaluation phases
- Results and Discussion- presents the findings in the form of measurable or non-measurable data
- Summary and Conclusion-summarizes findings and overall outcomes of the study
- Recommendations- presents recommendations based on findings
- References- cite and/or list resources as applicable

### Oral/PowerPoint Presentation

Oral presenters will be given 20 minutes for the paper: 15 minutes for the presentation which should include a brief introduction, slides, written text to accompany slides and concluding comments and 5 minutes for the discussion.