



## Physics Division

Institute of Mathematical Sciences and Physics  
College of Arts and Sciences  
University of the Philippines Los Baños

### SPECIAL THESIS SCHEDULE

For APHY 200 students who received Deferred grades last Second Semester of AY 2019-2020

REQUIREMENT	DATE	SUBMISSION
Letter of Intent submission deadline	12 July 2021 (Monday) at 5 pm	Online via Email (to the Thesis Committee Chair)
Midterm Reports (Poster Presentations)	16 July 2021 (Friday) at 5 pm	Online via Email (to the Thesis Committee Chair)
Manuscript submission to your Adviser	21 July 2021 (Wednesday)	Online (to your Adviser)
Manuscript and slides submission to your Thesis Committee (Defense)	<b>26 July 2021 (Monday) at 5 pm</b>	<b>Online via Email (to the Thesis Committee Chair)</b>
Thesis Committee submits their report and evaluation	27 to 30 July 2021	Online via Email (to the Thesis Committee Chair)
Submission of final version of your thesis manuscript	2 to 4 August 2021	Online via Email (to the Thesis Committee Chair)
Signing of Thesis Action Sheet	5 August 2021 (Thursday)	Online

Send questions about the procedure and submissions to:

Eduardo C. Cuansing, Ph.D.

Chair, Thesis Committee

Email address: [eccuansing@up.edu.ph](mailto:eccuansing@up.edu.ph)

## **SPECIAL THESIS GUIDELINES AND PROCEDURE**

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### **Thesis Defense Procedure:**

The standard rules and procedure for the undergraduate thesis have been adjusted due to the on-going pandemic and the quarantine rules enacted by the government. The Thesis Defense is usually done in-person in front of the student's Adviser, Thesis Committee, and the public. However, due to physical distancing and other protocols enforced to suppress the spread of the COVID-19 coronavirus, we have modified the procedure so that the whole process is done online. The following is the sequence of steps for the thesis defense this semester:

1. The student submits his/her manuscript and presentation slides to the Chair of the Thesis Committee on or before **26 July 2021 (Monday) at 5:00 pm**. The manuscript and slides will then be checked and relayed by the Thesis Committee Chair to the student's Thesis Committee members on the same day.
2. The student's Thesis Committee evaluates his/her thesis and submits a report containing questions and recommendations to the Thesis Committee Chair within **27 to 30 July 2021**. The Thesis Committee Chair will verify and relay the questions and recommendations to the student on the same day.
3. Once the student receives his/her Thesis Committee Report, he/she answers the Thesis Committee's questions, addresses their recommendations, and submits an edited version of his/her thesis within **27 to 30 July 2021**. The student's Thesis Committee re-evaluates the thesis and recommends whether to accept it or require more revisions. This process terminates only when the student's Thesis Committee is satisfied that the student has adequately addressed their questions and recommendations.
4. The student submits the final version of his/her thesis within **2 to 4 August 2021** to the Chair of the Thesis Committee.

### **Thesis Content:**

The sequence of chapters for the undergraduate thesis are:

- I. Introduction
- II. Review of Related Literature
- III. Methodology
- IV. Results and Discussion
- V. Summary and Conclusion
- VI. Appendix A: Draft of Journal Article
- VII. Appendix B: Other supplemental materials

Contact the Thesis Committee Chair if you want to use the LaTeX template for your thesis.

In light of the restrictions brought about by government quarantine protocols, we understand that students have lost direct access to research facilities in the University. It is, therefore, expected that most students will not be able to finish their research completely. This circumstance includes experimentalists who cannot gather complete data, computational researchers who are not able to run their programs in large computers, and theorists who have lost access to library facilities and research journals. It is, therefore, recommended that the emphasis of the thesis is more towards the background materials parts, i.e., the Review of Related Literature and Methodology chapters, rather than the Results and Discussion part.

However, the student is required to think about what could be done after the pandemic. In the chapter on Summary and Conclusion, students are required to write a section entitled "Recommended Actions After the Pandemic". This section contains discussions on possible next steps that should be taken to continue the research, reasons why such steps have not been taken, and projected and possible results once these steps are taken.