



# MABALACAT CITY COLLEGE

## CENTER FOR RESEARCH AND DEVELOPMENT OFFICE

### PROCESS FLOW CHART

#### CONDUCT OF RESEARCH PROJECT

| Flowchart | Person-Incharge                       | Procedure   |
|-----------|---------------------------------------|---|
|           | Researcher<br>Research<br>Coordinator | 1. Choose Research Title within the area of your interest   |
|           | Researcher                            | 2. Crafting of concept paper stating objectives and overview of the research topic  |
|           | CRD<br>Research<br>Coordinator        | 3. Review of concept paper by the Research coordinator to be endorsed to the Institute Dean and/or Head of Office, if approved, title defense schedule to be requested to the CRD |
|           | Researcher                            | 4. Once approved by the review committee, the researcher start writing the proposal   |
|           | Researcher<br><br>Researcher          | 5. Upon approval from the panel of evaluators during the proposal defense, the researcher will be signing the memorandum of undertaking   |
|           | CRDO, CRC                             | 6. Signing of MOU with the CRDO and CRC   |
|           | Researcher                            | 7. The researcher continue writing the full paper   |
|           | Researcher<br>Review<br>Committe      | 8. Approval of the full proposal by the review committee through colloquium and or during the annual search for lector magnificus   |
|           | RTRC, CRC<br>CRDO                     | 9. Writing of the revised and or modified proposal for final review from the CRDO and CRC   |
|           | Researcher<br>CRDO<br>CRC             | 10. Acceptance of the revised manuscript  |
|           |                                       |   |





Republic of the Philippines  
Province of Pampanga  
Mabalacat City



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