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Office of the President

20 September 2012

MEMORANDUM NO. 255
Series of 2012

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R E: Participation in the Training Workshop on Writing Research Papers
for Peer-Reviewed Publications

As part of our continuing efforts to develop the research capability of our faculty and researchers and to meet our targets for performance-based audit, we are holding a **Training Workshop on Writing Research Papers for Peer-Reviewed Publications** on **1-5 October 2012** here at **VSU, Baybay City, Leyte**.

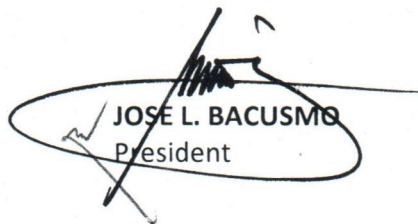
Our records show that you have just finished your respective graduate programs or are implementing research projects at VSU. In this regard, you have been given top priority as participants in the said workshop.

To qualify as workshop participant, please send a 3-5 page Extended Abstract of your paper on or before 25 September 2012 to:

Dr. Victor B. Asio
Editor, Annals of Tropical Research
Visayas State University
E-mail: vbasio@gmail.com

To be sent as a Microsoft Word file via e-mail, the Extended Abstract should be composed of the following: 1) Title, Author/s and Author's e-mail address, 2) Introduction (5-7 sentences), 3) Methods, 4) Results (tables and graphs may do), 5) Discussions, and 6) References. The Extended Abstract will be evaluated and the faculty member concerned will be notified whether or not he/she is qualified to participate in the workshop.

As registration fee of Php500 will be collected from qualified participants to defray expenses for supplies and materials and snacks. Registration fee can be charged to office funds through fund ATR-Workshop. Your respective department heads are requested to facilitate payment of your registration fees.



JOSE L. BACUSMO
President