For the **\_\_** quarter, year \_\_\_\_

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| Program Title : |  | College/ Unit assigned: |  |
| Project Title : |  | Duration of Project/Study: |  |
| Study Title : |  | Study Leader’s Email address: |  |

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| **OBJECTIVE/S** | **TARGETS** | | **DELIVERABLES** | **ACCOMPLISHMENTS** | | | **REMARKS (Travel Cost; Reason/s for deviation** |
| **Key Activity/ies** | **Target Duration (Months)** | **Expected Total Outputs** | **Actual Implementation (Months)** | **Actual Outputs** | **% of Completion** |
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*\*insert more rows and pages, as needed.*

Prepared by: Noted:

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Study Leader Program/Project Leader Research Coordinator