



Republic of the Philippines  
Department of Education  
REGION VII, CENTRAL VISAYAS  
Division of Cebu Province



**SELF-LEARNING HOME TASK (SLHT) # 3**

Subject: **Inquiries, Investigation and Immersion**

Grade Level: 12

Quarter: 3      Week: 5

Competency: Selects related literature critically

Competency Code:

Name \_\_\_\_\_ Section \_\_\_\_\_ Date \_\_\_\_\_

School: Dalaguete National High School      District Dalaguete 1

**Readings/Discussions**

Gathering literature related to the research is very important to clarify the different variables being studied. A literature review is a process of compiling, classifying, and evaluating what other researchers or authors have written on a certain topic. The related literature review removes any vagueness surrounding concepts central to the study. If the review of related literature and studies are gathered appropriately and adequately, the different research variables and the delimitation of the study are determined. The indicators per variable are likewise identified and objectively established. All indicators are clearly based on read articles from different published materials like reference books, textbooks, manuals, encyclopedias, dictionaries, bulletins, broadsheets, journals, periodicals, etc. In addition to these printed sources, there are also electronic references from the internet.

It builds the confidence of the researchers as they fully understand the variables being studied. Also, it shows similar studies conducted which in turn becomes the springboard of discussion as the researcher may agree or disagree with the current results. Fellow researchers will see objectivity of the study as they read a review of literature and related sources similar in research or conceptual framework and reviewing a body of literature on the topic makes the research study empirical.

**Selecting Related Literature**

Once a topic is chosen, literature search follows. Any literature (theories, conceptual framework, related studies) that carries topics, variables and terms that are related to the chosen study can be selected. After thorough reading, the selection of literature to use is finalized.

Key points to consider in the review of related literature:

- a. The literature review is not a summary of literature read, but rather an exposition background knowledge of further search.
- b. The selected literature can be placed in various sections of the research study. Some can be placed in the introduction, while others can be included in the literature review section or the discussion results.
- c. An intelligent synthesis of the literature must be presented in the research paper.
- d. An effective and practical management of collected literature will facilitate both the analysis and synthesis of literature.

A researcher should demonstrate his/her intellectual ability to recognize relevant information and synthesis or evaluate it according to the tentative research questions.

Some guide questions that can help in evaluating literature and related studies are as follows:

- a. What are the main ideas and contributions that form the core of the literature?
- b. Which papers are important, and which ones are not?
- c. Have there been controversies in the cited studies and how have they been resolved?
- d. What are the common assumptions made in the articles or books being reviewed?
- e. What are the current deficiencies/mistakes and unresolved issues?
- f. Are there important connections to other topics?
- g. Has the emphasis been more empirical or theoretical? Why is it so?

In a literature review, one should do as follows:

- a. Group research studies and other relevant literature according to a common theme.
- b. Summarize each item of the literature appropriately according to its significance.
- c. Compare and evaluate each item of literature.
- d. Provide topic sentences at the beginning of paragraphs.
- e. Summarize sentences at the end of each section to help the reader understand the main issues.

#### Characteristics of a Good Literature Review

- a. Delimits clearly the subject matter to be reviewed
- b. Covers all important relevant literature
- c. Is up to date
- d. Provides an insightful analysis of the ideas and conclusions in the literature
- e. Points out similarities and differences as well as strengths and weaknesses in the literature
- f. Identifies gaps in the literature for further research
- g. Clarifies the context for which the literature is important.

#### **Ethical Standards in Selecting Related Literature**

It is common belief that any written work, be it a book, magazine article, research paper for a degree program or even a research paper for an agency, is the intellectual property of the author. The reader assumes that the author is the sole originator of the written work, that any text or idea borrowed from other writers are clearly identified as such through established scholarly conventions. Moreover, it is assumed that the ideas borrowed or used are accurately interpreted and paraphrased to the best of the author's abilities. Hence, for writing to be ethically sound, it should be clear, accurate, fair and truthful (Koli, 2002).

Plagiarism is committed when authors present the words, data, or ideas of others with the implication that they are their own, without attribution. This act is against the Intellectual Property Rights Law. It is a form of research misconduct.

If there is a word-for-word copying beyond a short phrase or six or seven words of someone else's text, that section should be enclosed in quotation marks or indented and referenced at the location in the manuscript of the copied material, to the original source.

The works of others should be cited or credited, whether published or unpublished or whether it had been written for an oral presentation or material on the website.

**Exercise 1: TRUE or FALSE**

Directions: Write **True** if the statement is correct, **False** if it is not. Write your answer in a separate sheet of paper.

1. All the results obtained from the analysis of data is written in the literature review.
2. The research method and research procedure are discussed in the literature review.
3. Any literature that bears the topics, variables and terms that are related to the chosen study can be selected.
4. A habit of visiting the school library can help the researcher in writing the literature review.
5. The literature review is an exposition of background knowledge for further research.
6. A literature published in 1930 is accepted as a good literature.
7. To justify the methodology and the problem is the purpose of related literature review.
8. In a literature review, one should summarize each item of the literature appropriately according to its significance.
9. A researcher should demonstrate his/her intellectual ability to recognize the current deficiencies or mistakes and unresolved issues in her/his literature review.
10. Reviewing a body of literature on the topic makes the research study objective.

**Exercise 2:** Directions: Select which of the given readings are considered relevant to the research topic below. Write the letters of the correct answer in a separate sheet of paper.

Topic: Management Functions and School Performance of School Administrators

- A. Everyone can be a manager. Certain skills or abilities to translate knowledge into action that results in desired performance are required to help employees become more productive (Koontz, 2005).
- B. Good management starts with good planning (Reh, 2012).
- C. Students differ in their preferences and choices of learning (Go,2013).
- D. One of the most critical problems facing the profession right now is how to improve the development of teachers (Odeel, 2000).
- E. Sanches and Renes (2002) cited that the term management refers to the activities involved in planning, organizing, leading, or directing and controlling.
- F. Some tips in writing the literature review are to use open web sources judiciously and responsibly (Reyes, 1999).
- G. Effective management is vital in maintaining a productive working environment and building positive interpersonal relationships among the employees.

**Assessment/Application/Outputs**

Directions: Based from your own research title, gather two (2) related literature and explain its relationship to your study. Write your answer in a separate sheet of paper.

Research Title: \_\_\_\_\_

A. Related Literature 1: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Relationship to the present study: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

B. Related Literature 2: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Relationship to the present study: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Suggested Enrichment/Reinforcement Activity/ies**

Directions: Research and read in advance the APA and MLA standard formats of citation.  
You may use and read your notes in Practical Research 1 or Practical Research 2.

**References**

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Cristobal, A. and Dela Cruz, M. (2017). Practical Research 2 fro Senior High School. Quezon City: C&E Publishing, Inc.

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Tomakin, F. (2010). Fundamentals of Research Methodology. Cebu City: Statlink Research Training and Development

Wa-Mbalaka, Safari. Thesis and writing fear no more. Philippines: Oikos Biblios Publishing House

**NOTE:** Contents adapted from the module of DepEd Cebu City Division, Region VII