



Republic of the Philippines
Department of Education
Region XII
CITY SCHOOLS DIVISION OF TACURONG
City of Tacurong



DIVISION MEMORANDUM

No. 103 s. 2018

To: OIC-Asst. Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Cluster Heads
Public Elementary and Secondary School Heads
Public Elementary & Secondary School Teachers / Researchers

From: **LEONARDO M. BALALA, CESE** *lh*
Schools Division Superintendent

Subject: **CALL FOR PAPERS FOR THE 2ND DIVISION RESEARCH CONGRESS**

Date: September 3, 2018

1. One of the Strategic Directions of City the Schools Division of Tacurong USWAG-IT flagship program is promoting effective governance through functional system to promote evidence-based decision-making at all levels of governance. In line with this, the Schools Division of Tacurong City is now calling for submission of completed research entries for the conduct of the 6th Division Research Congress on September 28, 2018 in Tacurong City. The specific venue shall be announced later through a Division Advisory.
2. With the Theme, "Research-Based Innovations: A Continuing Journey for Effective Classroom Instruction", this year's congress aims to:
 - a. showcase the latest researches conducted towards strategically improving access, quality and governance of basic education;
 - b. strengthen alignment of research initiatives with the Basic Education Research Agenda;
 - c. capacitate educators and policy makers on the new trends of research techniques and methodologies; and
 - d. foster the culture of conducting research in aid of evidence-based policy formulation, program development and replication of research-enabled practices.
4. The participants to this Congress are as follow: OIC-ASDS, Division Chiefs, Education Supervisors, Division Section Heads, SGOD Personnel, School Heads, Master Teachers and BERF recipients who have completed their research projects.
5. In order to maximize the opportunity to learn high quality research, cluster schools and secondary schools are hereby instructed to conduct screening of completed researches which are focused on Action Researches. It should be anchored on the Basic Education Research Agenda (DepEd Order No. 39, s. 2016 or the Adoption of the Basic Education Research Agenda, which has the following themes: Teaching and Learning, Child Protection, Human Resource Development, and Governance cum Cross-Cutting areas which are designed to provide guidance to DepEd and its stakeholders. The number of official research entries that every cluster and secondary school can endorse should be based on the following themes of the Basic Education Research Agenda (BERA):

Cluster/Secondary Schools	No. of Research Entries	
	Oral Presentation	Poster Presentation
Central Cluster	4	3
East Cluster	2	3
North Cluster	2	3
South Cluster	2	3
West Cluster	2	3
AS Bernardo NHS	2	2



Rajah Muda NHS	1	1
San Emmanuel NHS	2	2
Tacurong NHS	4	3
VF Grino NHS	3	3
Upper Katungal NHS-TNHS Annex	1	1
San Emmanuel NHS Annex	1	1

4. The 2018 Division Research Congress Guidelines is enclosed as reference to provide the details of the said activity.
5. Immediate dissemination of this Memorandum is desired.

Encls.:
As stated

Enclosure to Division Memo

2nd DIVISION RESEARCH CONGRESS GUIDELINES

1. The research congress is open to all research practitioners and enthusiasts in the Department of Education particularly Division Supervisors, School Heads, Teachers and Non-Teaching Personnel.
2. The Congress shall focus on showcasing Educational and Action Researches conducted in the school and division levels to address problems related to access, quality and governance of basic education focusing on the following themes based on the National Basic Education Research Agenda - Theme 1: Teaching and Learning; Theme 2: Child Protection; Theme 3: Human Resource Development; and Theme 4: Governance.
3. One copy of the full version of the paper which shall not exceed 3,500 words (about 10 pages in double space, using A4 size bond paper with "Arial" font style, and font size "12" shall be submitted before the conduct of the Congress. Deadline will be on September 17, 2018 and emailed through its official division email at tacurong.city@deped.gov.ph and at ernie.pama@deped.gov.ph. Please follow the format strictly.
5. The research proponent shall use the DepEd prescribed outline for Action Research described below.
6. The Action Research should contain the following parts:
 - A. Oral Presentation (Basic/Applied)
 - Title
 - Abstract (not more than 200 words)
 - Major Parts:
 - I. Introduction (including statement of the problem)
 - II. Brief Review of Literature (including the synthesis of the state-of-the-art conceptual/theoretical framework if applicable)
 - III. Methodology and Research Design (including research respondents and instruments)
 - IV. Results and Discussion (presented on the basis of the research questions)
 - V. Conclusion and Recommendation
 - VI. References
 - B. Poster Presentation (Action Research)
 - Title
 - Abstract (not more than 200 words)
 - Major Parts:
 - I. Context and Rationale
 - II. Action Research Questions
 - III. Innovation, Intervention and Strategy
 - IV. Action Research Method
 - a. Participants and Other Sources of Data Information
 - b. Data Gathering Methods
 - V. Results and Discussion
 - VI. Reflection/ Conclusion & Recommendation
 - VII. Action Plan/ Proposed Program
7. Paper Presenters shall be guided by the following pointers:
 - a. The Oral Presentation shall last for 15 minutes per Oral Presenter with 5 minutes for open forum.
 - b. The availability of LCD projector shall be provided by the organizer.
 - c. Presenters may distribute hand-outs / brochure to interested participants after the presentation.
8. Each Paper Presenter for Oral Presentation will present the substance of the following: Introduction; Research Questions/Objectives; Conceptual Framework (only if necessary); Methodology & Research Design; Summary of Results & Discussion; and Conclusion & Recommendations/Reflections or Implications

9. For Poster Presentation, presenters are advised to use vertical (portrait) lay out at 48x36 inches size. Font size should not be less than Arial 18. Poster should include the Title; Abstract; Context and Rationale; Action Research Questions; Innovation, Intervention and Strategy; Action Research Methods; Results & Discussions; Conclusions & Recommendation, and References. Poster Presenters shall prepare his/her own poster stand. It shall be displayed on the designated area the day before the congress proper.

10. The proforma for the research entry shall be as follows:

PROFORMA FOR RESEARCH ENTRY

Research Title: _____

Research Proponent/s: _____

Position: _____ Division: _____

District: _____ School: _____

Email add: _____ Mobile No. _____

Research Category: (Kindly check.)

Oral Presentation Poster Presentation

Research Theme / Sub-Theme: (Kindly check.)

Theme 1-A: Teaching and Learning (Sub-Themes: Instruction & Curriculum)

Theme 1-B: Teaching and Learning (Sub-Themes: Learners, Assessment, Learning Outcomes)

Theme 2: Child Protection

Theme 3: Human Resource Development

Theme 4: Governance / Cross Cutting

FULL VERSION OF THE PAPER
(Not exceeding 3,500 words should be strictly followed)

11. The set of Rubrics for Judging the Best Paper per strand for both Oral and Poster Presentation category is presented as follows:

A. Rubrics for Oral Presentation (Educational Research)

Criteria	Indicators	Rating		
		Excellent	Good	Fair
Clear Focus (20%)	<ul style="list-style-type: none"> • The topic is clear. • It is relevant to the conference theme. • It is clearly introduced at the beginning of the paper and its conclusion clearly related to the topic • The body of the paper and its conclusion clearly related to the topic. 	All the 4 indicators excellent. (20 pts.)	Only 2 indicators are either good or fair. (18 pts.)	Others are either good or fair. (15 pts.)



Research (25%)	<ul style="list-style-type: none"> The paper contains enough information to back up its ideas. There are enough sources of information. The sources are reliable and recent. They are varied and balanced, especially on controversial issues When appropriate, the paper used different types of resources such as books, journals, newspapers, interviews, or the internet. 	All the 5 indicators are excellent. (20 pts.)	Only 3 indicators are excellent; 2 indicators are either good or fair. (18 pts.)	Only 1 indicator is excellent; others are either good or fair. (15 pts.)
Reasoning and Organization (25%)	<ul style="list-style-type: none"> The key concepts are defined and presented in a clear way. The paper's argument follows a logical outline. The parts of the paper are coherent and information is presented clearly. When appropriate, the paper used statistics, tables, and/ or graphs? The author/s quote only when necessary - the author introduced every quotation and cite its source 	All the 5 indicators are excellent. (25 pts.)	Only 3 indicators are excellent; 2 indicators are either good or fair. (22 pts.)	Only 1 indicator is excellent; others are either good or fair. (20 pts.)
Documentation (10%)	<ul style="list-style-type: none"> The information is documented in the body of the paper. The sources are cited in the APA Style. They are in the right places. 	All the 3 indicators are excellent. (10 pts.)	Only 2 indicators are excellent; 1 indicator is either good or fair. (8 pts.)	Only 1 indicator is excellent; others are either good or fair. (5 pts.)
Writing Mechanics (10%)	<ul style="list-style-type: none"> The paper observes correct usage of grammar. It observes correct spelling. The sentences are short, clear, and free of necessary jargon. 	All the 3 indicators are excellent. (10 pts.)	Only 2 indicators are excellent; 1 indicator is either good or fair. (8 pts.)	Only 1 indicator is excellent; others are either good or fair. (5 pts.)
Delivery (10%)	<ul style="list-style-type: none"> The oral presentation is clear and logical. The presenter displays mastery. Generally, the presenter arouses the interest of the audience. 	All the 3 indicators are excellent. (10 pts.)	Only 2 indicators are excellent; 1 indicator is either good or fair. (8 pts.)	Only 1 indicator is excellent; others are either good or fair. (5 pts.)

B. Rubrics for Poster Presentation (Action Research)

Criteria	Indicators	Rating		
		Excellent	Good	Fair
Part I. Poster Display (20%)				
First Impression (5%)	<ul style="list-style-type: none"> The color schemes used, are easy on the eye. The font size or style is easily readable. 	All the 3 indicators are	Only 2 indicators are	Only 1 indicator is excellent;



	<ul style="list-style-type: none"> The poster stimulates interest and discussion 	excellent. (5 pts.)	excellent; 1 indicator is either good or fair. (3 pts.)	others are either good or fair. (2 pts.)
Layout (10%)	<ul style="list-style-type: none"> It is easy to follow the sequence in the poster. There is a good flow of information (logical layout of information). The lay-out is appropriate. 	All the 3 indicators are excellent. (10 pts.)	Only 2 indicators are excellent; 1 indicator is either good or fair. (8 pts.)	Only 1 indicator are excellent; others are either good or fair. (6 pts.)
Writing Mechanics (5%)	<ul style="list-style-type: none"> It observes correct usage of grammar. It observes correct spelling. The sentences are short, clear, and free of necessary jargon. 	All the 3 indicators are excellent. (5 pts.)	Only 2 indicators are excellent; 1 indicator is either good or fair. (3 pts.)	Only 1 indicator are excellent; others are either good or fair. (2 pts.)
Part II: Research Content (80%)				
Title (5%)	<ul style="list-style-type: none"> The title is specific/appropriate. It captures the essence (purpose, scope and respondents of the study) of the research. Title accurately portrays what the paper is about. 	All the 3 indicators are excellent. (5 pts.)	Only 2 indicators are excellent; 1 indicator is either good or fair. (3 pts.)	Only 1 indicator is excellent; others are either good or fair. (2 pts.)
Abstract (10%)	<ul style="list-style-type: none"> The research purpose is clearly stated. The methodology is presented well. The general findings are summarized as well as reflection/conclusion and recommendation 	All the 3 indicators are excellent. (10 pts.)	Only 2 indicators are excellent; 1 indicator is either good or fair. (8 pts.)	Only 1 indicator is excellent; others are either good or fair. (7 pts.)
Research Questions/ Objectives: (5%)	<ul style="list-style-type: none"> They are clearly stated. They are aligned with the research title. The research questions are contextualized by the proponent. 	All the 3 indicators are excellent. (5 pts.)	Only 2 indicators are excellent; 1 indicator is either good or fair. (3 pts.)	Only 1 indicator is excellent; others are either good or fair. (2 pts.)
Intervention/ Innovation/ Strategy (IIS) (10%)	<ul style="list-style-type: none"> It clearly describes the IIS being initiated/proposed. The IIS is aligned and appropriate to the identified problem being undertaken. The IIS is practicable and innovative. 	All the 3 indicators are excellent. (10 pts.)	Only 2 indicators are excellent; 1 indicator is either good or fair. (8 pts.)	Only 1 indicator is excellent; others are either good or fair. (7 pts.)



Action Research Method (10%)	<ul style="list-style-type: none"> • There is a research strategy and there is an explanation why it is chosen. • There is a mention of data collection tools and it is appropriate for the type of data collected. • It uses appropriate sampling techniques 	All the indicators are excellent. (10 pts.) 3	Only 2 indicators are excellent; 1 indicator is either good or fair. (8 pts.) 2	Only 1 indicator is excellent; others are either good or fair. (7 pts.) 1
Discussion of Results (15%)	<ul style="list-style-type: none"> • The graphs, tables and figures are clearly well-labelled. • The results are well-presented. • The data are analyzed using appropriate statistical tool. 	All the indicators are excellent. (15 pts.) 3	Only 2 indicators are excellent; 1 indicator is either good or fair. (12 pts.) 2	Only 1 indicator is excellent; others are either good or fair. (10 pts.) 1
Reflection/ Conclusion & Recommendation (10%)	<ul style="list-style-type: none"> • The study has addressed any policy issue. • The reflection/ conclusion answers the research questions and aligned with the findings. • The reflection/recommendations offer concrete solutions to the problems of the study. 	All the indicators are excellent. (10 pts.) 3	Only 2 indicators are excellent; 2 indicators are either good or fair. (8 pts.) 2	Only 1 indicator is excellent; others are either good or fair. (7 pts.) 1
Scientific Content (10%)	<ul style="list-style-type: none"> • The study puts broader context/justification for research. • The study discusses in a simple but concise manner. • It is supported by sufficient related studies. 	All the indicators are excellent. (10 pts.) 3	Only 2 indicators are excellent; 1 indicator is either good or fair. (8 pts.) 2	Only 1 indicator is excellent; others are either good or fair. (7 pts.) 1
References (5%)	<ul style="list-style-type: none"> • It observes in-text referencing. • It observes proper citation. • They are of varied sources. 	All the indicators are excellent. (5 pts.) 3	Only 2 indicator is excellent; 1 indicator is either good or fair. (3 pts.) 2	Only 1 indicator is excellent; others are either good or fair. (2 pts.) 1

12. The maximum number of research proponent/s per paper is three (3).

13. Aside from the Certificates of Awards to be conferred to all presenters, cash prizes shall also be given to the best presenter per theme/sub-theme and category.

