



Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE

22 September 2020

DIVISION MEMORANDUM
DM No. 277, s. 2020

I-SEARCH: A DIVISION RESEARCH PLENUM 2020

To: OIC-Assistant Schools Division Superintendents, SGOD and CID Chiefs, Education Program Supervisors and Specialists, Public Schools District Supervisors, Schools Division Research Committee, School Heads, Congressional District Research Committees, District Research Coordinators, Elementary and Secondary Teachers, All Others Concerned

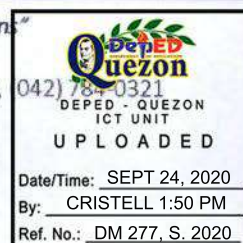
1. Recognizing research dissemination as an important component to promote the culture of research in basic education, the Department of Education Schools Division of Quezon will conduct a virtual research conference dubbed as **I-SEARCH (Intensifying Sulong Edukalidad by Amplifying Research Competencies and Hand-holding Initiatives): A Division Research Plenum 2020** on December 3-4, 2020.
2. The activity aims to:
 - a. to build networks with other teacher-researchers to discuss issues and challenges that affect the implementation of quality basic education;
 - b. to upskill and reskill Division of Quezon's basic education researchers;
 - c. to increase the research productivity of the teacher-researchers in Quezon Province through intensified collaboration and expanded partnership; and
 - d. to promote the culture of research in the Schools Division of Quezon.
3. Target participants of the activity are educational leaders and managers, classroom teachers (Kindergarten to Senior High School), and non-teaching personnel from the Schools Division of Quezon.
4. Grantees of the Basic Education Research Fund (BERF) **who have not yet presented their researches in any conference including those sponsored by DepEd** are expected to present their outputs during the conference.

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5. Research papers which have been presented in any conference (international, national, regional, division-wide) are no longer qualified to join the conference.
6. Interested researchers must submit their full research papers to their Congressional District Research Committee (CDRC) until October 20, 2020. See Enclosure No. 1 for the submission format.
7. Congressional District Research Committees (CDRCs) shall perform the initial evaluation of the researches following the themes of Sulong Edukalidad and Basic Education Research Agenda (BERA), to wit:

Theme	BERA	Sulong Edukalidad
Theme 1	Teaching and Learning	K-12 Review and Update
Theme 2	Child Protection	Improving Learning Environment
Theme 3	Human Resource	Teachers' Upskilling and Reskilling
Theme 4	Governance	Engagement of Stakeholders
Theme 5	Cross- cutting Theme a. DRRM b. GAD c. Inclusive Education	

8. To ensure the quality of papers included in the conference, the Congressional District Research Committees (CDRC) shall do a shortlisting of research papers. These shortlisted researches shall be submitted to the SEPS for Planning and Research until October 30, 2020. Submissions beyond the deadline will mean disqualification in Level 2 evaluation. In shortlisting the research entries, the Congressional District Research Committees may refer to the table below:

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Theme	Maximum Number of Researches per Congressional District.
Theme 1 <ul style="list-style-type: none">• Teaching and Learning• K-12 Review and Update	10
Theme 2 <ul style="list-style-type: none">• Child Protection• Improving Learning Environment	10
Theme 3 <ul style="list-style-type: none">• Human Resource• Teachers' Upskilling and Reskilling	10
Theme 4 <ul style="list-style-type: none">• Governance• Engagement of Stakeholders	10
Theme 5 Cross- cutting Theme <ul style="list-style-type: none">• DRRM• GAD• Inclusive Education	10
Total Number of Entries per Congressional District	50

9. Submitted papers to the Planning and Research Unit shall undergo Level 2 evaluation. Only the top 100 researches will be included in the research conference. The Schools- Division Research Committee (SDRC) will release the final list of researches included in the conference.
10. Guidelines for submission of the research entry and other presentation mechanics are attached for your reference.
11. The conference shall also give awards to outstanding research papers and presenters such as the Best Paper Award, Best Paper per Theme Award, and Best Presenter Award. Winners will also receive cash prizes. See Enclosures 2 and 3 for the criteria.

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12. Expenses incurred relative to the conduct of this activity shall be charged against school MOOE or local funds subject to the usual accounting and auditing rules and regulations.
13. For further details and other concerns relative to this activity, please contact the SEPS for Planning and Research, Mr. Gilbert C. Alva at 09431282121.
14. Immediate and wide dissemination of this Memorandum is desired.

ELIAS A. ALICAYA, JR., EdD
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

pargca/09/22/2020

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ENCLOSURE 1

I- SEARCH: A Division Research Plenum

(Intensifying Sulong Edukalidad by Amplifying Research Competencies and Hand- holding Initiatives)
December 3-4, 2020

1. Target participants of the activity are educational leaders and managers, classroom teachers (Kinder to Senior High School), and non-teaching personnel from DepEd Schools Division of Quezon.
2. The researcher should pre- identify his/ her paper on the priority research themes of the division such as:

Theme	BERA	Sulong Edukalidad
Theme 1	Teaching and Learning	K-12 Review and Update
Theme 2	Child Protection	Improving Learning Environment
Theme 3	Human Resource	Teachers' Upskilling and Reskilling
Theme 4	Governance	Engagement of Stakeholders
Theme 5	Cross- cutting Theme a. DRRM b. GAD c. Inclusive Education	

3. The findings generated from the identified research themes should gear towards evidence-based actions that support the *Sulong Edukalidad* and the delivery of basic education services.
4. Interested researchers must submit their full research papers to their Congressional District Research Committee (CDRC) until October 20, 2020. The full paper to be submitted shall be written as a manuscript for journal publication observing the APA style which has the following components: **Title, Abstract, Introduction** (including a brief review of literature, research questions), **Methods** (including research design, sampling, data collection and analysis, and ethical issues) **Results, Discussion, Conclusions, References, and Acknowledgments** (if any).
5. Official list of researchers included in the conference shall be released through a separate memorandum.
6. Each presenter shall be given 10 minutes to present his/ her research and another 5 minutes for the question and answer. Presenters shall prepare their presentation following the format:

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- Slide 1- Abstract
- Slide 2- Rationale
- Slide 3- Key Literature
- Slide 4- Methodology
- Slide 5-7- Findings
- Slide 8- Implications
- Slide 10- Conclusions

7. The Best Paper Award and Best Presenter Award shall be selected on the basis of the following criteria presented in the tables below. If in case there are three authors who conducted the research, they will choose one (1) to represent the team.

BEST PAPER AWARD	
Parts of the research paper	Maximum points
Background and Rationale (Statement of Context, statement of rationale, aims of study, potential contribution of study)	25
Literature Review (Content/ arguments in the literature review, Depth of analysis of the existing literature, use of relevant literature, writing style)	25
Methods (Research design, sampling procedure, data gathering, data analysis)	25
Results and Discussions (Findings, interpretations, implications, limitations, recommendations)	25
Total	100

- Adapted from BEST's Evaluating a Research Proposal

BEST PRESENTER AWARD	
Criteria	Maximum points
Logical Presentation of ideas (Objectives/ goals are clearly presented, results are clearly presented, thoughts and ideas flow in a logical manner)	30
Presentation (Delivery, use of well-modulated voice, diction and articulation)	20

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Knowledge of material (familiarity with subject matter, answers questions with confidence)	40
Utilization of Materials (neat slides, visual materials are easy to read, clarity of visual materials)	10
Total	100

8. Winners of the Best Paper Award shall be published on the Division Research Journal and shall receive cash prizes.

9. Attached is the Indicative Timeline of Activities for the guidance of all concerned.

INDICATIVE TIMELINE OF ACTIVITIES		
Activity	Schedule	Responsible person/s
1. Call for Papers through a Memorandum	September 24, 2020	Schools- Division Research Committee (SDRC)
2. Submission of research papers to Congressional District Research Committee	Until October 20, 2020	Teacher- researchers, non- teaching personnel, school heads
3. Submission of shortlisted research papers to the Planning and Research Unit	Until October 30, 2020	Congressional District Research Committee
4. Level 2 evaluation of papers	Until November 6, 2020	Schools- Division Research Committee (SDRC)
5. Release of official list of presenters	November 16, 2020 (tentative, depending on the number of submitted researches)	Schools- Division Research Committee (SDRC)

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6. Preparation of other management and administrative concerns	November 2- 20, 2020	All research committees
7. Conference proper	December 3-4, 2020	

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Enclosure 2

CRITERIA FOR JUDGING THE BEST PAPER AWARD

THEME	
TITLE OF RESEARCH	
AUTHORS	1.
	2.
	3.
CONGRESSIONAL DISTRICT	

PARTS OF RESEARCH	Maximum points	Points
Background and Rationale (Statement of Context, statement of rationale, aims of study, potential contribution of study)	25	
Literature Review	25	

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(Content/ arguments in the literature review, Depth of analysis of the existing literature, use of relevant literature, writing style)		
Methods (Research design, sampling procedure, data gathering, data analysis)	25	
Results and Discussions (Findings, interpretations, implications, limitations, recommendations)	25	
TOTAL	100	

(Congressional District Research Committee may also use this form in shortlisting the research papers)

Evaluated by:

Name of SDRC Member

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Enclosure 3

CRITERIA FOR JUDGING THE BEST PRESENTER AWARD

THEME	
TITLE OF RESEARCH	
NAME OF PRESENTER	
CONGRESSIONAL DISTRICT	

Criteria	Maximum points	Points
Logical Presentation of ideas (Objectives/ goals are clearly presented, results are clearly presented, thoughts and ideas flow in a logical manner)	30	
Presentation (Delivery, use of well-modulated voice, diction and articulation)	20	
Knowledge of material	40	

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(familiarity with subject matter, answers questions with confidence)		
Utilization of Materials (neat slides, visual materials are easy to read, clarity of visual materials)	10	
Total	100	

Evaluated by:

Name of SDRC Member

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