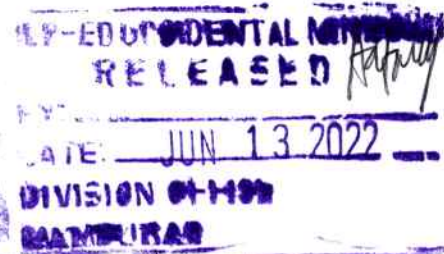




Republic of the Philippines  
**Department of Education**

MIMAROPA REGION  
**SCHOOLS DIVISION OF OCCIDENTAL MINDORO**

**Office of the Schools Division Superintendent**



June 10, 2022

**DIVISION MEMORANDUM**  
NO. 000232, s. 2022

**2022 VIRTUAL DIVISION RESEARCH SUMMIT**

TO : OIC-Asst. Schools Division Superintendent  
Chief Education Supervisors, SGOD & CID  
Education Program Supervisors  
Public Schools District Supervisors  
Public Elementary and Secondary School Heads  
Schools Division Research Committee (SDRC) &  
Technical Working Group (TWG)  
Research Proponents  
All Others Concerned

1. In preparation for the upcoming Regional Research Summit scheduled on August 2022, this Office thru the School Governance and Operations Division-Planning & Research Section (SGOD-PRS) shall conduct a **Virtual Division Research Summit** on **June 22-23, 2021, 8:00 AM** via **FB Live** and **Google Meet**. Links shall be provided a day before the activity.

2. This activity aims to:

- a. Present completed research under 2021 Basic Education Research Fund (BERF);
- b. Know the results and recommendations of the study in the different themes and Basic Education Research Agenda (BERA); and
- c. Recommend research agenda and future directions for the respective area to improve quality of and access to education.

SGOD/PRS/SYT



✉ Brgy. Payompon, Mamburao, Occidental Mindoro  
☎ 0906-550-1840/0929-630-1538  
✉ occidental.mindoro@deped.gov.ph  
f DepEd Tayo Occidental Mindoro

3. Participants to this activity are the Schools Division Research Committee (SDRC) Members, identified SDO Personnel, Technical Working Group (TWG) Members, Identified Resource Persons and Proponents who presented their research during the Division Research Colloquium last April 27-29, 2022.
4. Researchers shall submit a soft copy of their slide deck presentation and completed research following the template outlined on attached enclosure via google drive link <https://tinyurl.com/OCCMDODRS2022> on or before June 14, 2022.
5. Education Program Supervisors, Public Schools District Supervisors, Section and Unit Heads, and Elementary and Secondary School Heads are encouraged to attend especially school heads of research presenters.
6. Virtual awarding ceremony for Best Research Paper and Best Presenter shall be done right after the live research presentation.
7. Meals shall be provided to the identified TWG-Production Team and shall be charged to BERF while other incidental expenses shall be charged to local funds subject to usual budgeting, accounting, and auditing rules and regulations.
8. Moreover, all concerned are informed that only the research papers which were presented during the Division Research Summit shall be indorsed to the Regional Office.
9. Widest dissemination of and compliance with this Memorandum are desired.

  
**LYNN G. MENDOZA**

Asst. Schools Division Superintendent  
OIC – Office of the Schools Division Superintendent *yc*

**Enclosures:**

- A – List of Participants
- B – Matrix of Activities
- C – Templates for Completed Research
- D – Formatting Styles
- E – Content of Slide Deck Presentation
- F – Guidelines on the Conduct of Division Research Summit
- G – Criteria for Judging

Enclosure A – **LIST OF PARTICIPANTS**

0 0 0 2 3 2

**Schools Division Research Committee (SDRC)**

1. Lynn G. Mendoza	OIC-Schools Division Superintendent
2. Rodel S. Magnaye	OIC-Asst. Schools Division Superintendent
3. Aniceto N. Parojinog	Chief, Education Supervisor – SGOD
4. Raquel P. Girao	Chief, Education Supervisor – CID
5. Shalee Y. Tadeja	SEPS – Planning and Research Section

**Technical Working Group (TWG) Members**

6. Eloisa C. Farenas	Senior Education Program Specialist
7. Menia Gamboa	Public Schools District Supervisor
8. Ferdinand J. Gotoy	Public Schools District Supervisor
9. Grace D. Osano	Principal II, Bubog NHS
10. Rally P. Encado	Principal II, Alibog ES
11. Felix C. Bautista, Jr	Head Teacher III, San Vicente NHS – Yapang Annex
12. Kristent Leo D. Tuscano	Master Teacher II, OMNHS
13. Sheryll P. Lopez	Master Teacher II, Pitogo ES
14. Ma. Lea D. Peñaflor	Master Teacher I, San Jose NHS
15. Florence Neil D. Garcia	Master Teacher I, Malpalon ES
16. Raymart P. Calle	Master Teacher I, Rizal NHS
17. Joel Capus	Teacher III, Sta. Teresa NHS
18. Bon Jove Leyco	Teacher III, Wawa ES
19. Herald Sen S. Mateo	Teacher III, Sablayan CNHS
20. Mark Roger Dacayanan	Teacher III, Tuban ES

**Research Panelists**

21. Eloisa C. Farenas	Senior Education Program Specialist
22. Menia Q. Gamboa	Public Schools District Supervisor
23. Ferdinand J. Gotoy	Public Schools District Supervisor
24. Grace D. Osano	Principal II, Bubog NHS
25. Felix C. Bautista, Jr	Head Teacher III, San Vicente NHS – Yapang Annex
25. External Panelist	

**SDO Personnel Secretariat**

26. Marquin Defeo	Administrative Officer II
27. Angelico T. Pajes	Administrative Aide VI

000232

**RESEARCHERS****BASIC RESEARCH**

	<b>Name of Researchers</b>	<b>School</b>	<b>District</b>
1.	Elaine May Bermudez John Dave T. Bonilla	Prudencio Gadiano NHS Sablayan CNHS	Sablayan
2.	Ma. Lea D. Penafflor Lara Lyn A. Pablo Kate G. Dalisay	San Jose NHS	San Jose East
3.	Florence Neil D. Garcia Ramil T. Gasmin Bon Jove L. Leyco	Malpalon ES Nilapso ES Wawa ES	Calintaan Calintaan Abra de Ilog
4.	Mary Jane L. Yoga Brian M. Angagan Henry Rivero	Concepcion ES Malpalon ES Layaban ES	Calintaan
5.	Hazel Maye R. Valbuena Chelo Pauline M. Isidro Joel V. Lumogdang	Calintaan NHS	Calintaan
6.	Leidi Novie J. Rapisura Roselyn Leizl S. Garcia Harvey D. Tanglao	Calintaan NHS	Calintaan
7.	Erwin S. Palapuz Renalie R. Mase Theresa J. Sonio	Pitogo ES	Rizal
8.	Aileen Maderazo Charmie Silao Jennifer Alojado	Rizal NHS Rizal NHS San Jose NHS	Rizal Rizal San Jose East
9.	Alvin M. Cadio Kiss Mark S. Esbieto Lovely Fel D. Leido	Magsaysay NHS	Magsaysay
10.	Romir A. Romero Marione H. Eli Feliciano D. Enriquez	San Jose NHS	San Jose East
11.	Reggine L. Fajardo Rex Dharlon DC. Urbano Leizangeline T. Cabutaje	San Jose NHS	San Jose East
12.	Liezl O. Vego Elne G. Mangampo Jennifer R. Magallanes	Central NHS	San Jose North

## RESEARCHERS

### ACTION RESEARCH

Name of Researchers	School	District
1. Mary Joy L. Aguirre Alyne C. Aguirre Zenaida B. Castaneda	Adela Proper ES	Rizal
2. Dennis E. Delgado Sarah Martha S. Erin Roselyn R. Delgado	Calintaan NHS	Calintaan
3. Anita D. Perea Katrina Augusta Rowena Villajos Mary Janice C. Magan	San Jose NHS	San Jose East

Enclosure B

**MATRIX OF ACTIVITIES FOR DIVISION RESEARCH COLLOQUIUM**

June 22, 2022

<b>Time</b>	<b>Activity</b>
7:00 AM – 8:00 AM	Registration
8:00 AM – 9:00 AM	Opening Program
9:00 AM – 5:00 PM	Presentation of Research

June 23, 2022

<b>Time</b>	<b>Activity</b>
7:30 AM – 8:00 AM	Preliminaries
8:00 AM – 3:00 PM	Presentation of Research
3:00 AM – 4:00 AM	Awarding
4:00 PM – 4:30 PM	Closing Program

Enclosure C

**COMPLETED BASIC RESEARCH TEMPLATE**

Title Page  
Abstract  
Acknowledgement  
Table of Contents  
Introduction of the Research  
Literature Review  
Research Questions  
Scope and Limitation  
Research Methodology  
    *Research Design*  
        *Respondents of the Study*  
        *Sampling Technique*  
        *Research Instrument*  
        *Validity of Research Instrument*  
        *Reliability of Research Instrument*  
        *Data Gathering Procedure*  
        *Statistical Treatment of Data*  
Discussion of Results and Recommendations  
Dissemination and Advocacy Plans  
References  
Financial Report  
Other Appendices  
Curriculum Vitae

**COMPLETED ACTION RESEARCH TEMPLATE**

Title Page  
Abstract  
Acknowledgement  
Context and Rationale  
Innovation, Intervention, and Strategy  
Action Research Questions  
Action Research Methods  
    a. Participants and/or other Sources of Data and Information  
    b. Data Gathering Methods  
Discussion of Results and Reflection  
Action Plan  
References  
Financial Report  
Other Appendices  
Curriculum Vitae

Enclosure D

## **FORMATTING STYLES AND GUIDELINES**

### **A. PAPER PRESENTATION**

1. Title - bold, all caps, inverted pyramid shape
2. Names of Authors – sentence-cased, bold
3. Major headings (Abstract, Introduction, Rationale, etc...) should be left-justified, bold and in all caps
4. Subheadings should be italicized, light-faced
5. Page number should be Times New Roman in font, 12pt, bottom center
6. Margin is 1" for top, right and bottom, while 1.5" for left
7. Paper is to be set at A4
8. Times New Roman font should be used for the entire research paper
9. Table titles should be sentence-cased, light-faced
10. Tables should be in auto-fit to window format



Enclosure E

### CONTENT OF SLIDE DECK PRESENTATION

<b>Content</b>	<b>No. of Slides</b>	<b>Remarks</b>
Title Page	1	Include
Introduction	1-2	
Research Questions	1-2	
Theoretical Framework (1 slide only)	1	Use pictures, smart art, framework or model
Conceptual Model	1	Use pictures, smart art, framework or model
Research Methodology <ul style="list-style-type: none"><li>• Research Design</li><li>• Respondents of the Study</li><li>• Sampling Technique</li><li>• Research Instrument</li><li>• Validity of Research Instrument</li><li>• Reliability of Research Instrument</li><li>• Data Gathering Procedure</li> <li>• Statistical Treatment of Data</li></ul>	1-3	May use pictures, graphs, tables
Discussion of Results and Recommendations and Conclusions	Depending on the number of questions	Separate boxes for question, findings and conclusions
Recommendations	1	Simplify the statement

Enclosure F

## **GUIDELINES FOR THE CONDUCT OF DIVISION RESEARCH SUMMIT**

### **Research Topic**

1. All proposals shall adhere to the Research Agenda of the Department of Education as provided for in the DepEd Order No. 39, s. 2016.

### **Format of Research Output**

1. All proposals shall conform to the standard set by the Schools Division Research Committee (SDRC).

### **Presentation of Research Proposals**

1. The participants shall present their research before a panel of research professionals who shall give objective suggestions for the enhancement of the paper.
2. Each presenter or group of presenters shall be given a maximum of 10 minutes to live presentation. A timer shall be shown on the screen. Going beyond the time allotment shall stop the presentation.
3. Members of panel shall be allotted a maximum of ten (10) minutes to ask questions to the presenters on live. While the presenters shall be given a maximum of ten (10) minutes to answer questions from the panelists.
4. Participants shall prepare their slide deck presentations observing the appropriate background, font style and size, number of words and illustrations.
5. The slide deck presentation upon uploading to google drive shall provide shall follow the file name format **BERA Name of Lead proponent (Surname, First Name, MI)**. The said presentation shall be provided to the panelists as an advanced copy.

Enclosure G

**A. CRITERIA FOR JUDGING - BEST RESEARCH PAPER CATEGORY**

○ Rationale/ Rationale of the Research	30 pts
○ Research Questions	10 pts
○ Research Methods	
▪ Participants and Sources of Data	10 pts
○ Conceptual Framework	20 pts
○ Findings/Conclusion	10 pts
○ Output based on the recommendation	20 pts
	-----
	100 pts.

**B. CRITERIA FOR JUDGING -BEST RESEARCH PAPER PRESENTERS CATEGORY**

• Content Presentation	40 pts
• Argumentation	30 pts
• Communication Skills	20 pts
• Impact	10 pts
	-----
	100 pts.