



Republic of the Philippines
Department of Education
National Capital Region

SCHOOLS DIVISION OFFICE CITY OF MUNTINLUPA

March 13, 2017

DIVISION MEMORANDUM

NO. 038 s. 2017

DepEd - MUNTINLUPA

RELEASED

DATE

TO: OIC- Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
Chief Education Supervisor, School Governance and Operations Division
Public Elementary and Secondary School Principals/Officers-in-Charge

2nd DIVISION RESEARCH CONFERENCE

In line with the conduct of the Research Parliament, where all teachers in the Division work on their individual Classroom Action Researches, this Office announces the conduct of the 2nd Division Research Conference in Lyceum of Alabang, Tunasan, Muntinlupa City on March 25, 2017 at 8:30 am.

The conference primarily aims to:

- recognize the three best educational research presenters;
- recognize the top 10 researches;
- update teacher-researchers on new techniques;
- provide a forum for teacher-researchers to identify best evidence-based practices.

The participants are the presenters and the seven members of the School Research Committee headed by the Principal. Each researcher-nominee is allotted one (1) personal guest.

All participants are advised to be in corporate attire.

For other relevant details, please refer to the attached guidelines, proposed template, criteria and conference description.

For strict compliance of all concerned.

MAURO C. DE GULAN, Ed. D.
Schools Division Superintendent



2nd DIVISION RESEARCH CONFERENCE GUIDELINES

1. The school researcher-nominees are required to present their paper to the said research conference.
2. All researches for presentation are required to be submitted to the official email address of SDO-Muntinlupa Planning and Research Section (sdomuntoplanning@gmail.com) on or before March 15, 2017 (both oral and poster presentation research abstracts and one copy of the full version of the paper which shall not exceed 8,000 words, about 10-15 pages in double-spaced short size bond paper, using the Arial font with font size of 12).
3. Abstracts should consist of 200-230 words following the structured format:
 - Purpose of the Research
 - Method (how the research was conducted)
 - Findings (results of the research, analysis of data, discussion)
 - Originality/value (what is new in the research? What is the value of the research?)
4. Paper Presenter shall be guided by the following pointers:
 - a) Oral presentation shall last for 20 minutes and 10 minutes for the open forum.
 - b) The electronic copy of the presentation should be given to the Conference Secretariat at least two days before the conference.
 - c) The presenters may distribute handouts/brochures in hard copies to interested participants.
5. Presenters can indicate their preferred mode of presentation.
6. For poster presentation, presenters are advised to use one (1) tarpaulin (48x36 inches size) portrait layout. Poster should include the Abstract, Introduction, Method, Findings, Conclusion and References, and Other supporting documents in the conduct of the Classroom Action Research.

Suggested font sizes: Title 80-90 points; Authors 50-60 points; Affiliation 45-65 points; Headings 40-50 points; Text 30-40 points.
7. Certificates of Appreciation will be given to each presenter. The awarding of the three (3) best presenters will be on the 2016th Research Parliament Awards. The decision of the board of judges shall be final.
8. Among the 28 Classroom Action Researches, there will be 10 best researches which will be selected by the panel of judges from the following levels:
 - a) Seven (7) from elementary level
 - b) Three (3) from secondary level

PROPOSED TEMPLATE FOR RESEARCH ENTRIES

CRITERIA FOR JUDGING THE BEST CLASSROOM ACTION RESEARCH

Research Title : _____
 Research Proponent/s: _____
 Position : _____
 School : _____

FULL VERSION OF THE CLASSROOM ACTION RESEARCH
 (not exceeding 8,000 words)

- 1) Title
- 2) Abstract
- 3) Introduction
- 4) Method
- 5) Findings
- 6) Conclusion/s
- 7) Recommendations

		Excellent	Good	Fair
1	Title (10%)	Met all the 3 indicators	Attained only 2 indicators (7 pts.)	Attained only 1 indicator (5 pts.)
2	Content (20%)	Met all the 3 indicators (20 pts.)	Attained only 2 indicators (17 pts.)	Attained only 1 indicator (14 pts.)
3	Research (20%)	Met all the 4 indicators (25 pts.)	Attained only 3 indicators (21 pts.)	Attained only 2 indicators (17 pts.)

CRITERIA FOR JUDGING THE BEST CLASSROOM ACTION RESEARCH

	CRITERIA	INDICATORS	RATING		
			Excellent	Good	Fair
1	Title (10%)	<ul style="list-style-type: none"> -The title of CAR is responsive to real classroom-based situation. - It indicates a researchable problem. - It has a proposed solution. 	<p>Met all the 3 indicators</p> <p>(10 pts.)</p>	<p>Attained only 2 indicators</p> <p>(7 pts.)</p>	<p>Achieved only 1 indicator</p> <p>(5 pts.)</p>
2	Clear Focus (20%)	<ul style="list-style-type: none"> -The research topic is clear and specific. -The trends, issues or problems are introduced at the beginning of the paper. - The body of the paper and its conclusion are aligned and relevant to the topic. 	<p>Met all the 3 indicators</p> <p>(20 pts.)</p>	<p>Attained only 2 indicators</p> <p>(17 pts.)</p>	<p>Achieved only 1 indicator</p> <p>(14 pts.)</p>
3	Research (20%)	<ul style="list-style-type: none"> -The research design used is appropriate based on the problem. -The sources are reliable and verifiable. -Established high level of validity (instrument and authoritative sources) -The locale, sampling, data gathering and ethics were clearly justified. 	<p>Met all the 4 indicators</p> <p>(25pts.)</p>	<p>Attained only 2-3 indicators</p> <p>(21 pts.)</p>	<p>Achieved only 1-2 indicator/s</p> <p>(18 pts.)</p>

Total 100%

4	Reasoning and Organization (25%)	<ul style="list-style-type: none"> - The key concepts are clearly defined. -The paper's argument follow a logical outline. -When appropriate, the paper used related statistics, tables, graph/s which are properly labeled. - The author introduced every quotation and cited its source properly. -The data presentation, interpretation and analysis lead to answering the problem. -The utilization of the findings are geared towards planning, CQI –SBM, RAT functions. 	Met all the 6 indicators (25 pts.)	Attained only 5-3 indicators (21pts.)	Achieved only 1-2 indicators (18 pts.)
5	Documentation (15%)	<ul style="list-style-type: none"> -The information is documented in the body of the paper. - The sources were cited using the APA style -The literature review identified and described the gap/s that will be addressed by the research. - The letter of permission to authorities and financial reports are appended in the end matter. 	Met all the 4 indicators (15 pts.)	Attained only 2-3 indicators (12 pts.)	Achieved only 1 indicator (10 pts.)
6	Writing and Mechanics (10%)	<ul style="list-style-type: none"> -The paper is free from grammatical errors. -It is free from spelling and typographical errors. -It is free from jargon. The sentences are brief and precise. -It is 100% plagiarism-free -The paper adhered to the prescribed format. 	Met all 5 indicators (10 pts.)	Attained only 3-4 indicators (7 pts.)	Achieved only 1 -2 indicators (5 pts.)
	Total 100%				

March 23, 2017

Conference Description

An hour of plenary session will kick-off the event. The participants will be given the matrix of titles from where they will choose the research titles they wish to listen to. The matrix will have the titles, the room/venue and the time of presentation. The participants will have to secure the color-coded entry pass for each research session to be accommodated. A maximum of 40 participants will be allowed per session with a maximum of four oral presenters. Accommodation will be on first-come-first-served basis.

The researches will be presented within 20 minutes. After which, each presenter will have 10 minutes for the open forum.

Among the 28 researcher-nominees, there will be Top Three Best Presenters and they will be awarded during the Research Parliament Awards.

MAURIC DE GUAN, Ph.D.
School's Division Superintendent