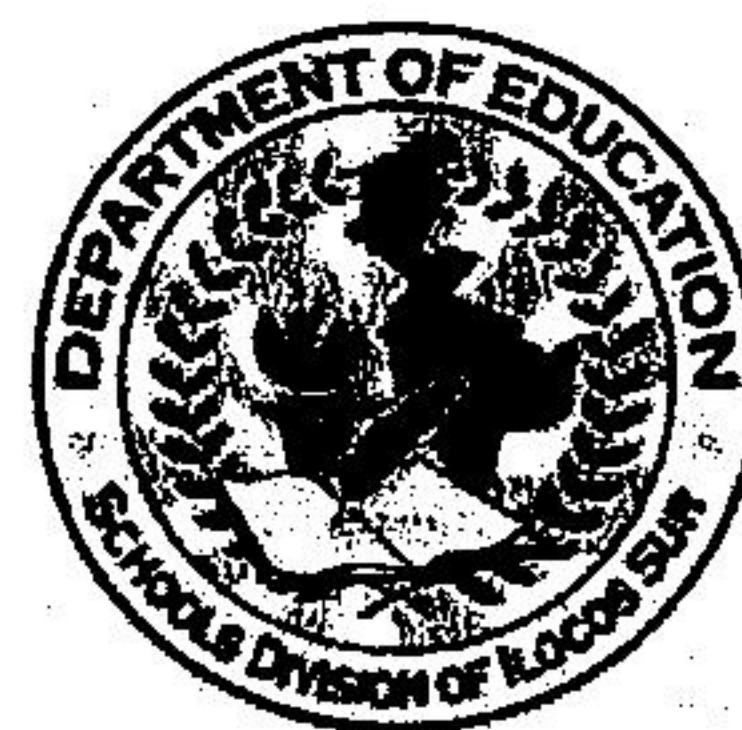




Republic of the Philippines  
Department of Education  
Region I  
**SCHOOLS DIVISION OF ILOCOS SUR**  
Bantay, Ilocos Sur



September 27, 2019

**DIVISION MEMORANDUM**  
**No.337,s.2019**

**ORAL PRESENTATION OF COMPLETED RESEARCH FOR S.Y. 2018-2019**

To: **OIC – Office of the Asst. Schools Division Superintendent**  
**Chief Education Supervisor,CID**  
**Chief Education Supervisor,SGOD**  
**Education Program Supervisors**  
**Public Schools District Supervisors**  
**Public Elementary and Secondary School Heads**  
**All others concerned**

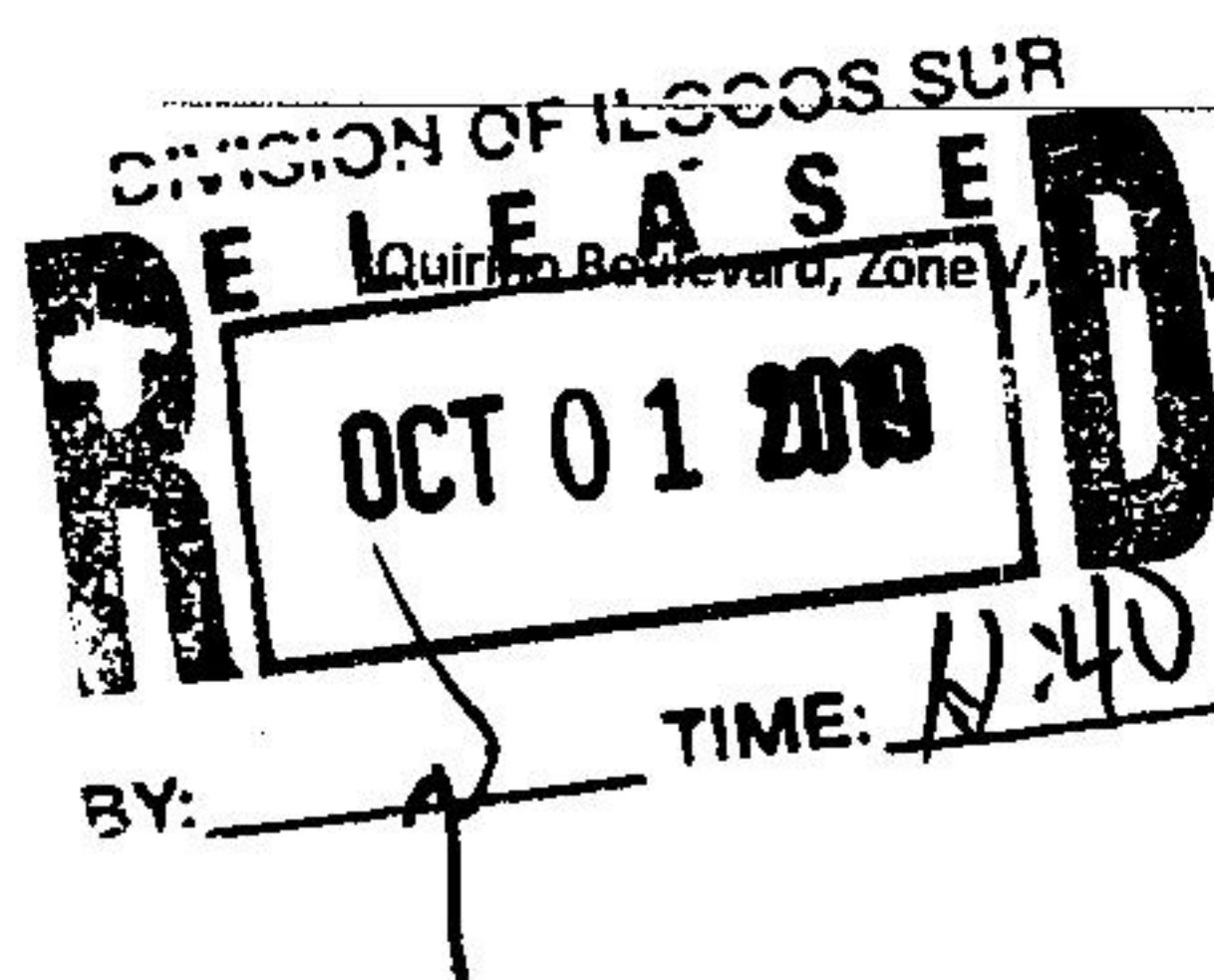
1. Pursuant to DepEd Order No. 16, s. 2017 re: Research Management Guidelines particularly item number **vii. SUBMISSION AND ACCEPTANCE** which requires the researchers to submit completed research (annex 6) to the Schools Division Research Committee(SDRC), the Secretariat (attention: SGOD) will conduct technical evaluation on all submitted completed researches for S.Y. 2018-2019 to determine the acceptability of the output. Submitted outputs with additional requirements, comments and recommendation will be returned for revision.
2. As part of the evaluation process, the Committee will also conduct an **Oral Presentation of Completed Research for S.Y. 2018-2019 on October 29-30, 2019 and November 4, 2019 at Hotel Linda Suites, Vigan City, Ilocos Sur.**
3. The objectives of the said activity are the following:
  - a. To present the results of completed researches conducted during the S.Y. 2018-2019 for evaluation of the Schools Division Research Committee;
  - b. To quality assure research outputs before its dissemination in research congress, research journal and LRMDs;
4. Participants in this activity are the following:

Participants		No. of pax
Schools Division Superintendent	Program Lead/SDRC Adviser	1
OIC – Office of the Assistant Schools Division Superintendent	Assistant Program Lead/SDRC Chair	1
Chief Education Supervisor – SGOD	Program Manager/SDRC Co-chair/Research Presenter	1
Chief Education Supervisor(CID)	SDRC Co-Chair	1
Education Program Supervisors I In-charge of the following learning areas/section: <ul style="list-style-type: none"><li>• TLE</li><li>• English</li><li>• EsP</li><li>• LRMDs</li></ul>	SDRC Members (CID representatives based on requirement for evaluation)	4

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Tel. No.: (077) 722-2055



Fax No. (077) 722-7400



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( Note: EPSs in-charge of Science, A.P., MAPEH and Multigrade are also research presenters)		
Accountant III	SDRC Member (Representative from Finance Unit)	1
Senior Education Program Specialist(PRS)	Training Manager/ SDRC Member/Research Presenter	1
Focal persons of the following programs: <ul style="list-style-type: none"><li>• SPG c/o PDO I-YFD</li><li>• SBM c/o SEPS-SMME/Research Presenter</li><li>• GAD c/o EPS I,SGOD</li><li>• Mental Health c/o Nurse II</li><li>• ICT c/o ITO I</li></ul>	SDRC Members (by invitation)	5
Planning Officer III	Documenter/SDRC Secretariat	1
Educaton Program Specialist II-SMME	QAME Associate/Research Presenter	1
Educaton Program Specialist II (HRD)	SDRC Secretariat	1
Nurse II	Welfare Officer	1
Oral Presenters (some are members of the SDRC)		35
Total		54

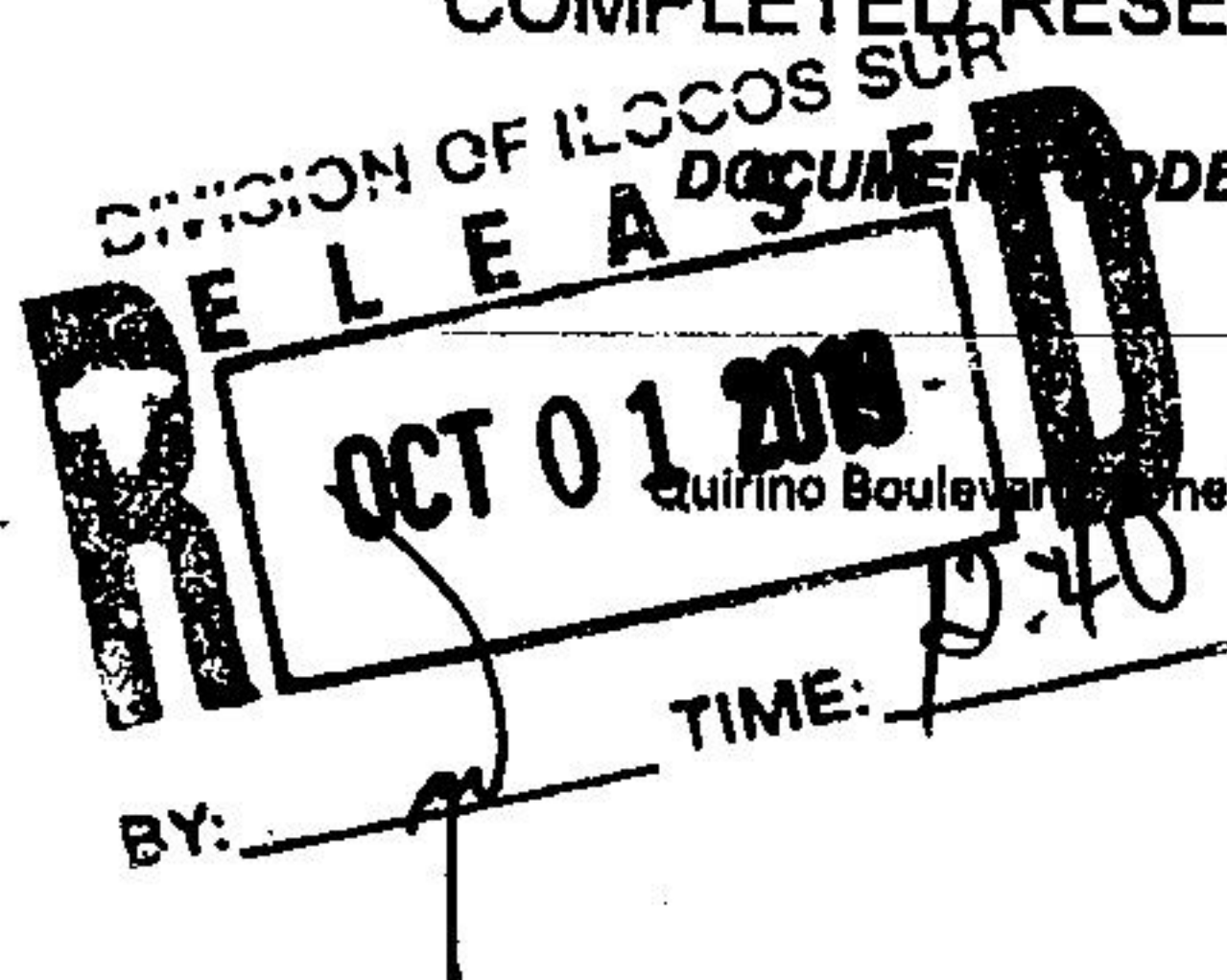
5. The following documents are enclosed for information and guidance of the participants:
- Enclosure 1 - Training Matrix
  - Enclosure 2 - Masterlist of Oral Presenters
  - Enclosure 3 - Guidelines for the Oral Presentation of Completed Researches
  - Enclosure 4 - Minimum Requirements of Completed Research Report
6. Venue rental, meals, snacks of participants and accommodation of resource speakers, research journal reproduction and bookbinding are chargeable against the Human Resource Training and Development (HRTD) Fund for 2019 while transportation expenses of the participants shall be chargeable against the school Maintenance and Other Operating Expenses (MOOE) funds, subject to the usual budgeting, accounting and auditing rules and regulations.
7. Administrative remedies shall be undertaken for the classes left behind by the teacher participants pursuant to DepEd Order No. 9, s. 2005 entitled "Instituting Measures to Increase Engaged Time-on-Task and Ensuring Compliance Therewith".
8. For information, guidance and attendance of all concerned.

**JORGE M. REINANTE, CSEE, CEO VI, CESO V**  
Schools Division Superintendent

To be indicated in the Perpetual Index  
under the following subjects:

COMPLETED RESEARCHES

ORAL PRESENTATION



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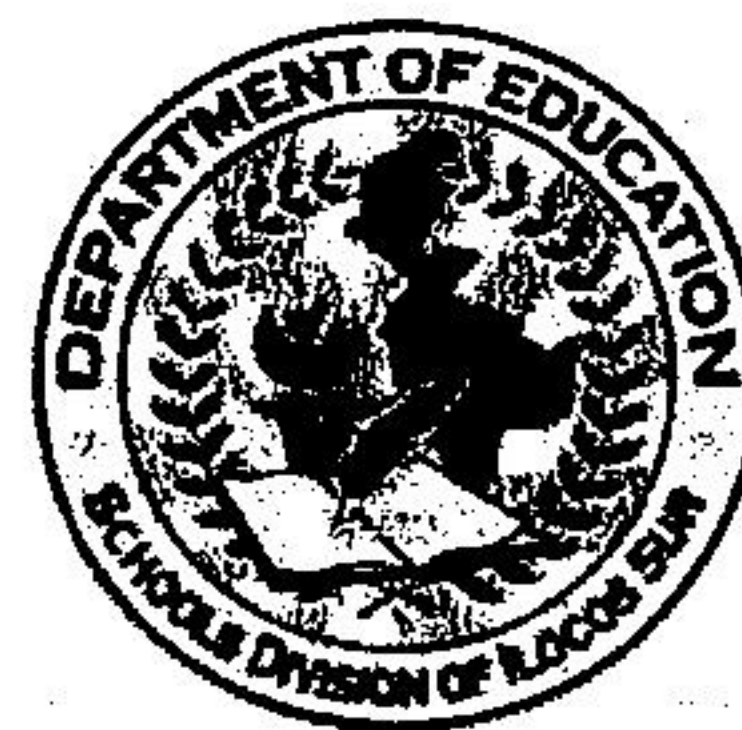
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Enclosure 1, D.M. 337 ,s.2019

**ORAL PRESENTATION OF COMPLETED RESEARCH FOR S.Y. 2018-2019**  
October 29-30,2019 and November 4, 2019  
**TRAINING MATRIX**

Date and Time	Activity	Person-In-Charge
<b>October 29,2019</b>		
7:30AM – 8:00AM	Registration	c/o Secretariat
8:00AM- 8:30AM	<b>Opening Program</b>	
	National Anthem	AV Presentation
	Doxology	AV Presentation
	Zumba	AV Presentation
	Acknowledgement of Participants	<b>Dr. Maria Salome R. Abero</b> Chief Education Supervisor(CID)/ SDRC Co-chair
	Welcome Remarks	<b>Dr. Arnel C. Doctolero</b> OIC-Office of the Asst. Schools Division Superintendent/SDRC Chair
	Message	<b>Mr. Jorge M. Reinante, CSEE,CEO VI,CESO V</b> Schools Division Superintendent/ SDRC Adviser
	Statement of Purpose & House Rules	<b>Dr. Philip John Gregory G. Aldos</b> Chief Education Supervisor (SGOD)/SDRC Co-chair
8:30AM - 9:30AM	Introduction of the Schools Division Research Committee	<b>Mrs. Saniata M. Piano</b> Senior Education Program Specialist(PRS)
	Oral Presentation for Action Research Category (15 minutes presentation,15 minutes q and a per presenter)	<b>Dr. Arnel C. Doctolero</b> SDRC Chair  <b>Dr. Maria Salome R. Abero</b> SDRC Co-chair  <b>Dr. Philip John Gregory G. Aldos</b> SDRC Co-chair  Education Program Supervisors In-charge of the following learning areas/section: <ul style="list-style-type: none"><li>• Science</li><li>• AP/IPED/CPP</li><li>• MAPEH</li><li>• TLE</li><li>• English</li><li>• Math</li><li>• Multigrade</li><li>• Esp</li><li>• LRMS</li></ul> <b>Saniata M. Piano,SEPS-PRS</b> <b>Louie Jacob,Accountant III</b>  By invitation: ITO I (focal person of ICT) <b>SDRC Members</b>
9:30AM-10:00AM	Health Break	

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10:00AM-12:00NN	Continuation of Oral Presentation for Action Research Category	<b>SDRC</b>
12:00NN-1:00PM	Health Break	
1:00PM-1:30PM	MOL	
1:30PM-2:30PM	Continuation of Oral Presentation for Action Research Category	<b>SDRC</b>
2:30PM-3:30PM	Continuation of Oral Presentation for Action Research Category	<b>SDRC</b>
3:30PM-4:00PM	Health Break	
4:00PM-5:00PM	Continuation of Oral Presentation for Action Research Category	<b>SDRC</b>
5:00PM	<b>Reminders</b>	<b>Mr. Jose P. Bueno, Jr.</b> Education Program Supervisor I/ SDRC Member by invitation
<b>Saniata M. Plano</b> Senior Education Program Specialist(PRS) Master of Ceremonies		
<b>October 30, 2019</b>		
8:00AM-8:30AM	MOL	
8:30AM-9:30AM	Oral Presentation for Basic Research Category	<b>Dr. Arnel C. Doctolero</b> <b>SDRC Chair</b>  <b>Dr. Marla Salome R. Abero</b> <b>SDRC Co-chair</b>  <b>Dr. Philip John Gregory G. Aldos</b> <b>SDRC Co-chair</b>  Education Program Supervisors In-charge of the following learning area: <ul style="list-style-type: none"><li>• EsP</li></ul> Saniata M. Plano, SEPS-PRS(focal person for research)  Louie Jacob, Accountant III  By invitation: <ul style="list-style-type: none"><li>• ITO I (focal person for ICT)</li><li>• PDO II (focal person for DRRM)</li><li>• PDO I (focal person for SPG)</li><li>• SEPS (focal person for SBM)</li><li>• EPS I (focal person for GAD and Governance)</li><li>• Nurse II (focal person for Mental health)</li></ul> <b>SDRC Members</b>
9:30AM-10:00AM	Health Break	
10:00AM-12:030AM	Oral Presentation for Basic Research Category	<b>SDRC</b>

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12:00NN-1:00NN	Health Break	
1:00PM-1:30PM	MOL	
1:30PM-3:00PM	Oral Presentation for Basic Research Category	<b>SDRC</b>
3:30PM-4:00PM	Health Break	
4:00PM-5:00PM	Oral Presentation for Basic Research Category	<b>SDRC</b>
5:00PM	<b>Reminders</b>	<b>Mr. Jose P. Bueno, Jr.</b> Education Program Supervisor I/ SDRC Member by invitation
<b>Mark Manzano, Ed.D.</b> Planning Officer III Master of Ceremonies		
<b>November 4, 2019</b>		
8:00AM-8:30AM	MOL	
8:30AM-9:30AM	Oral Presentation for Basic Research Category	<b>Dr. Arnel C. Doctolero</b> <b>SDRC Chair</b>  <b>Dr. Maria Salome R. Abero</b> <b>SDRC Co-chair</b>  <b>Dr. Philip John Gregory G. Aldos</b> <b>SDRC Co-chair</b>  Education Program Supervisors In-charge of the following learning area: <ul style="list-style-type: none"><li>• EsP</li></ul> <b>Saniata M. Piano, SEPS-PRS (focal person for research)</b>  <b>Louie Jacob, Accountant III</b>  By invitation: <ul style="list-style-type: none"><li>• ITO I (focal person for ICT)</li><li>• PDO II (focal person for DRRM)</li><li>• PDO I (focal person for SPG)</li><li>• SEPS (focal person for SBM)</li><li>• EPS I (focal person for GAD)</li><li>• Nurse II (focal person for Mental health)</li></ul> <b>SDRC Members</b>
9:30AM-10:00AM	Health Break	
10:00AM-12:030AM	Oral Presentation for Basic Research Category	<b>SDRC</b>
12:00NN-1:00NN	Health Break	
1:00PM-1:30PM	MOL	
1:30PM-3:00PM	Oral Presentation for Basic Research Category	<b>SDRC</b>
3:30PM-4:00PM	Health Break	
4:00PM-5:00PM	Oral Presentation for Basic Research Category	<b>SDRC</b>

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5:00PM	<b>Closing Program</b>	
	Closing Message	<b>Mr. Jorge M. Reinante, CSEE, CEO VI, CESO V</b> Schools Division Superintendent/ SDRC Adviser
	Awarding of Certificate of Recognition and Photo ops: <ul style="list-style-type: none"><li>• SDRC</li><li>• Presenters</li></ul>	<b>Mr. Jorge M. Reinante, CSEE, CEO VI, CESO V</b> Schools Division Superintendent/ SDRC Adviser  Dr. Arnel C. Doctolero <b>SDRC Chair</b>  Dr. Maria Salome R. Abero <b>SDRC Co-chair</b>  Dr. Philip John Gregory G. Aldos <b>SDRC Co-chair</b>
<b>RODESSA R. RIPUTOLA</b> Education Program Specialist II, HRD Master of Ceremonies		

Prepared by:

**MRS. SANIATA M. PIANO**  
Senior Education Program Specialist

Approval Recommended:

**DR. PHILIP JOHN GREGORY G. ALDOS**  
Chief Education Supervisor, SGOD

Approved:

**MR. JORGE M. REINANTE, CSEE, CEO VI, CESO V**  
Schools Division Superintendent







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Enclosure 2, D.M. 223, s.2019

**MASTERLIST OF ORAL PRESENTERS**

NAME	POSITION	SCHOOL
<b>ACTION RESEARCH CATEGORY</b>		
BENEDICTO I. BAUTISTA, ED.D.	MASTER TEACHER II	SINAIT NHS
BOBBY C. CABANERO	TEACHER III	NARVACAN NATIONAL CHS
EVANGELINE ALVARO	TEACHER II	CERVANTES NHS
GEMMALYN RICO	MASTER TEACHER II	TEODORO NHS
INES P. RAZO	MASTER TEACHER I	NARVACAN NATIONAL CHS
JOHN CESAR ASCUETA	TEACHER	CAELLAYAN ES
JONARD T. RENTUTAR	TEACHER III	BUTAC ES
JOSEPH DULATRE FELINA M. DULATRE (Note: only the lead proponent will attend)	HEAD TEACHER III TEACHER	SANTIAGO NATIONAL HS
JULIUS CAESAR RIVAD	PRINCIPAL I	SAGSAGAT ES
MARTRESE L. LAGADAN	TEACHER	QUIRINO NATIONAL HS
MYLIN A. ALAMBAT, ED.D.	HEAD TEACHER II	P.TAMURONG ES
NESTOR I. COBANGBANG	TEACHER III	CABUGAO SOUTH CS
ROMELINDA DE GUZMAN ELIZABETH RAPADAS (Note: only the lead proponent will attend)	MASTER TEACHER II TEACHER	SINAIT NATIONAL HIGH SCHOOL
SAMUEL F. GOMEZ	MASTER TEACHER II	NARVACAN NATIONAL CHS
VICTORIA SIBAYAN	TEACHER II	SUGPON CS
<b>BASIC RESEARCH CATEGORY</b>		
ASUNCION PIANO  EDLYN ARRANZ TERESITA ALUDINO SANIATA M. PIANO JOSE P. BUENO, JR. (Note: only the lead proponent will attend)	PDO II/SDRC MEMBER FOR DRRM SEPS EPS II SEPS/SDRC MEMBER EPS I	SDO ILOCOS SUR
CHRISTINE HALUBER, PH.D.	PRINCIPAL IV	STA. LUCIA NORTH CENTRAL SCHOOL
FELICAR A. PADIOS LUCINA T. ROBIÑOL SUSIMA P. PAJO (Note: only the lead proponent will attend)	TEACHER III MASTER TEACHER I HEAD TEACHER III	LUSSOC NATIONAL HIGH SCHOOL
GEMMALYN JACOSALEM, PH.D.	PRINCIPAL IV	STA. LUCIA SOUTH CS
JENNIFER LAZAGA, PH.D.	PRINCIPAL I	GALIMUYOD CS

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JOEL PERALTA	SEPS/SDRC MEMBER BY INVITATION/RESEARCH PRESENTER	SDO ILOCOS SUR
ALONA CAMPO	EPS II/QAME ASSOCIATE/RESEARCH PRESENTER	
JOSEPH ROSARIO BURGOS	TEACHER III	NARVACAN NCHS
JOVITA B. DE CASTRO,ED.D.	PRINCIPAL IV	MABILBILA INTEGRATED SCHOOL
JOWELL T. PILOTIN,ED.D.	MASTER TEACHER II	MABILBILA INTEGRATED SCHOOL
LOURDES ARUCAN,ED.D.	PRINCIPAL IV	LUNGOG INTEGRATED SCHOOL
MANOLITO PENA	PRINCIPAL III	BURGOS NATIONAL HS
MARIA DONALENE B. BERNAL	PRINCIPAL I	SUGPON NHS
MARIA TERESITA GAPATE,ED.D.	EPS I/SDRC MEMBER/RESEARCH PRESENTER	SDO ILOCOS SUR
MARIBETH MAGPALI,PH.D.	EPS I/SDRC MEMBER/RESEARCH PRESENTER	SDO ILOCOS SUR
MARISA G. VALORIA	PRINCIPAL III	SAN JUAN NATIONAL HIGH SCHOOL
MARY ANN A. LORZANO	TEACHER	PALLOGAN ES
NATIVIDAD B. REYES,PH.D.	PRINCIPAL III	SANTIAGO NATIONAL HS
PHILIP JOHN GREGORY ALDOS,ED.D.	CHIEF ES/SDRC CO-CHAIR/RESEARCH PRESENTER	SDO ILOCOS SUR
REEMA ROSE DELA CRUZ	TEACHER III	AMBALAYAT INTEGRATED SCHOOL
ROGER T. MONTERO	MASTER TEACHER II	NARVACAN NATIONAL CHS
ROWEL D. GARCIA	HEAD TEACHER III	PALLOGAN ES
VILMA P. AVILA,ED.D.	PRINCIPAL I	LIDLIDDA NATIONAL HS

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Enclosure , 3, D.M. 337 s.2019

**GUIDELINES FOR THE ORAL PRESENTATION OF COMPLETED RESEARCH**

1. The Schools Division Research Committee(SDRC) shall serve as panelists and the order of presentation shall be as follows:

OCTOBER 29,2019	OCTOBER 30,2019 and NOVEMBER 04,2019
<b>Group A: For Completed Researches Under the following Learning Areas/Section</b> <ul style="list-style-type: none"><li>• Science</li><li>• AP</li><li>• IPed</li><li>• CPP</li><li>• MAPEH</li><li>• TLE</li><li>• English</li><li>• Math</li><li>• Multigrade</li><li>• EsP</li><li>• LRMDS</li></ul>	<b>Group B: For Completed Researches Under the following Special Programs</b> <ul style="list-style-type: none"><li>• Information and Communication Technology</li><li>• Disaster Risk Reduction Management</li><li>• Supreme Pupil Government</li><li>• School-Based Management</li><li>• Gender and Development</li><li>• Governance</li><li>• Mental Health</li></ul>

2. Each presenter must prepare a slide-deck presentation of his/ her completed research and must follow the suggested format below:

**A. CONTENT**

<b>Slide/Content for Action Research</b>	<b>Slide/Content for Basic Research</b>	<b>Remarks</b>
<b>Slide 1</b> <ul style="list-style-type: none"><li>- Title</li></ul>	<b>Slide 1</b> <ul style="list-style-type: none"><li>- Title</li></ul>	12-15 words  Name of proponent, position, school/office
<b>Slide 2</b> <ul style="list-style-type: none"><li>- Abstract</li></ul>	<b>Slide 2</b> <ul style="list-style-type: none"><li>- Abstract</li></ul>	State the purpose, research problem, and the findings and conclusions  Describe the major aspects of the entire paper which includes the overall purpose, research problem, and the major findings and conclusions
<b>Slide 3</b> <ul style="list-style-type: none"><li>- Context and Rationale</li></ul>	<b>Slide 3</b> <ul style="list-style-type: none"><li>- Introduction of the Research</li></ul>	Compelling reasons why you conducted the study Limit to 3-4 sentences

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<b>Slide 4</b>  - Innovation, Intervention, and Strategy		<p>Mention an intervention, innovation or strategy being tried out to address the problem or issue</p> <p>Outline when and where the intervention, innovation or strategy was undertaken, and who were involved</p> <p>State activities being undertaken</p> <p>Explain in detail the rationale, extent and limitation of the intervention, innovation or strategy</p> <p>Give support to its plausibility as a way to address the problem or issue</p>
	<b>Slide 4</b> - Literature Review	In bullet form, state the key issues which underlie the research
<b>Slide 5</b>  - Research Questions	<b>Slide 5</b> -Research Questions	Problems addressed by the research
	<b>Slide 6</b>  - Scope and Limitation(for Basic Research)	<p>Present the objective of the study</p> <p>Present the locale and time of the study</p> <p>Inform the reader what it is being studied and why it is being studied</p> <p>Clearly establish what the researcher intends to accomplish in the research and declare and include what the study does not intend to cover</p>

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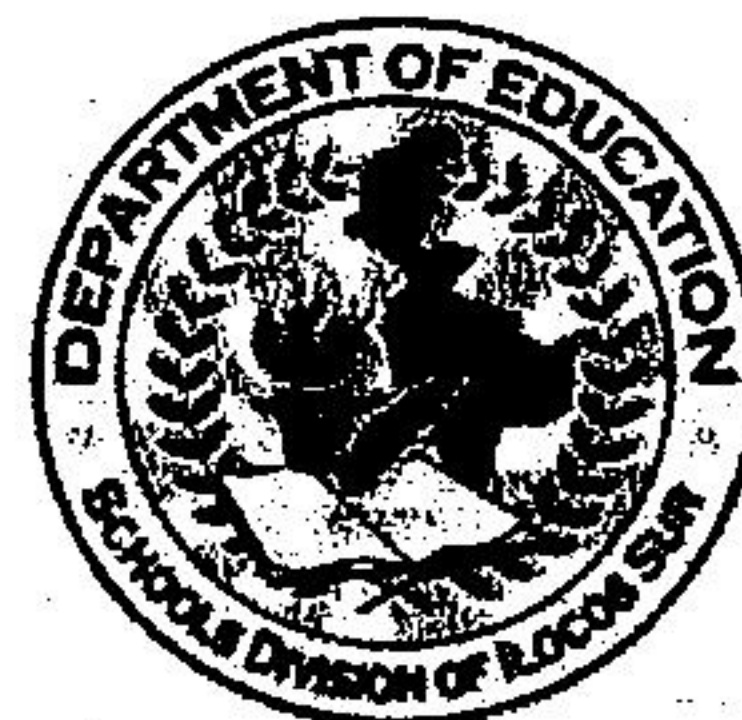
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Slide 6 & 7 -Research Methodology	Slide 7 & 8 -Research Methodology	In bullet form or diagram
Slides 8-16 -Discussion of Results and Reflection	Slides 9-17 -Discussion of Results and Recommendation	<p>In bullet form, answer each objective of the study. Support with images if applicable. DO NOT present tables with many numerical data. Select the most important numeric data with significant results only. Translate scientific data into easy visuals.</p> <p>In bullet form, cite the literature(author's name and year) that supports your results, if applicable, to show similarities or differences, meaning and implication.</p>
Slide 17 - Action Plan		<p>Include a list of major activities and their timelines.</p> <p>Provide a detailed work plan covering start to completion of the action research.</p> <p>Timelines are realistic and shows concretely how the research unfolded over the allowed period</p> <p>Reflect the researcher's capacity to concretize ideas into clear and sequential steps undertaken in the overall plan</p>
	Slide 18 - Dissemination and Advocacy Plans	Strategies/techniques in disseminating the results of research are discussed
Slide 18 -References	Slide 19 -References	State the laws, ordinances, policies that were triggered by your study; new systems and processes and processes generated as a

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		<p>result of your study; utilization of study by stakeholders.</p> <p>Flash them;DO NOT read each.</p> <p>DO NOT include unpublished sources like thesis or dissertation and print only sources; go for online sources</p> <p>Give bibliographic entry of the publication(If paper is published already)</p>
<p>Slide 19 - Financial Report</p>	<p>Slide 20 - Financial Report</p>	<p>Include a list of major items and their actual costs</p> <p>Show the total cost</p> <p>Furnish a detailed breakdown of items with their corresponding costs</p> <p>The items and costs reasonably reflect the funding needs of the action research, and adhere to BERF guidelines.</p> <p>Reflect the researcher's specific expenses that she or he is accountable for.</p>

## B. APPEARANCE

### B.1. Appropriateness of font size and type

- Size – 20 point(minimum) for text and 32 point (minimum) for titles
- Type – san serif like Arial because in the projection process, letters lose some of their sharpness
- Avoid ALL CAPS – it gives the audience a message that you are shouting
- Bullet form/outline format(elaborate in your oral presentation)
- Consist of 6 lines – 6 words per line







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- 
- B.2. Use of contrasting colors for background and texts
- a. Background – light;texts – dark
  - b. Background – dark;texts – light
  - c. Background is simple;not busy
- B.3. Appropriate use of animation
- a. Animation enhances the presentation (not a distraction)
  - b. Good combination of words, graphics and picture
4. The time limit set for each presenter must be strictly observed. Each presenter is allotted 15 minutes to present his completed research. After each presentation, the SDRC will conduct the Q and A for 15 minutes.The SDRC Secretariat shall serve as the timekeeper.





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Enclosure , 4, D.M. 337 ,s.2019

**MINIMUM REQUIREMENTS OF COMPLETED RESEARCH REPORT**

All research presenters shall submit three (3) copies of Completed Research Paper(hard and soft copy in PDF format saved in a CD) **on or before October 21,2018** with the following minimum requirements and formatting:

<b>PARTS OF THE COMPLETED ACTION RESEARCH</b>	<b>PARTS OF THE COMPLETED BSIC RESEARCH</b>
I. Title Page	I. Title Page
II. Abstract	II. Abstract
III. Acknowledgement	III. Acknowledgement
IV. Context and Rationale	IV. Introduction of the Research
V. Innovation, Intervention, and Strategy	V. Literature Review
VI. Action Research Questions	VI. Research Questions
VII. Action Research Methods	VII. Scope and Limitation
A. Participants and/or other Sources of Data and Information	VIII. Research Methodology
B. Data Gathering Methods	A. Sampling
VIII. Discussion of Results and Reflection	B. Data Collection
IX. Action Plan	IX. Discussion of Results and Recommendations
X. References	X. Dissemination and Advocacy Plans
XI. Financial Report	XI. References
	XII. Financial Report
<b>Styles and Formatting</b>	
A. Font Style	Arial
B. Font Size	11
C. Spacing	Double
D. Paper Size	A4
E. Margin	Normal Margin (1 inch on all sides)
F. Pagination	Upper-Right Corner
G. Folder size	Long
H. Folder Color	White
I. Folder Eartag	Should bear the name of the presenter written in Arial Bold 18

