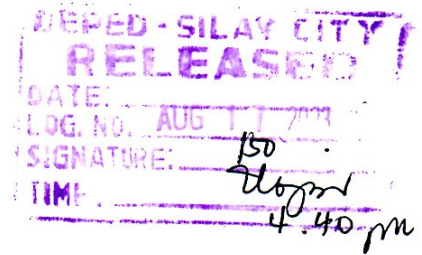




Republic of the Philippines  
**Department of Education**  
REGION VI - WESTERN VISAYAS  
SCHOOLS DIVISION OFFICE OF SILAY CITY



August 17, 2023

DIVISION MEMORANDUM  
No. 313 s.2023

**APPLICATION FOR THE ONLINE DISTANCE LEARNING PROGRAM  
IN BASIC EDUCATION RESEARCH**

TO: OIC-Assistant Schools Division Superintendent  
Chief Education Supervisors  
Education Program Supervisors  
Public Schools District Supervisors  
Elementary and Secondary School Heads  
All Others Concerned

1. The Policy, Planning, and Research Division of the Regional Office announces the application for interested teachers and master teachers to the online distance learning program in research. Interested applicants should submit an approved application form (see Annex 1) via Google form link: <https://tinyurl.com/ResearchLDform> on or before August 25, 2023.
2. Attached is the Regional Memorandum No. 613, s. 2023 titled Application for the Online Distance Learning Program in Basic Education Research for your reference.
3. Immediate dissemination of this Memorandum is desired.

**SALVADOR O. OCHAVO JR. EdD, CESO V**  
Schools Division Superintendent

Incl: as stated  
Reference: RM No. 613, s. 2023  
To be included in the Perpetual Index  
Under the following subjects:

POLICY

RESEARCH OR STUDIES

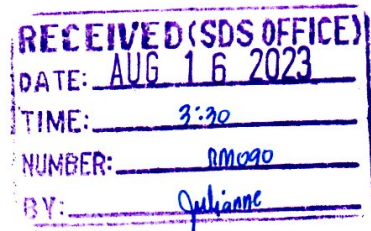
TRAINING



Rizal St., Brgy. III, Silay City, Negros Occidental  
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Email Address: [deped.silay@deped.gov.ph](mailto:deped.silay@deped.gov.ph)  
Facebook Account: <https://www.facebook.com/DepEdSilayCity>  
Contact Number: Admin 4417153/ 458-4396/ HR 458-4401/ SGOD 458-4402/CID 458-4406/



Republic of the Philippines  
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REGIONAL MEMORANDUM  
No. 613, s. 2023

AUG 15 2023

**APPLICATION FOR THE ONLINE DISTANCE LEARNING PROGRAM  
IN BASIC EDUCATION RESEARCH**

To: Assistant Regional Director  
Schools Division Superintendents  
Functional Division Chiefs  
All Others Concerned

1. In adherence to DepEd Order No. 16, s. 2017 entitled, “Research Management Guidelines”, the Policy Planning and Research Division of this Office, in collaboration with the University of the Philippines Visayas-Action Research Project, announces the submission of application of interested teachers and master teachers for the online distance learning program in research until August 25, 2023.
2. This program is aligned to the Philippine Development Plan, Ambisyon Natin 2040, Sustainable Development Goals (SGD) 2030, and National and Regional Education Development Plans on the enhancement for continuing professional development and opportunities and the improvement of the delivery and quality of basic education. Likewise, anchored on the MATATAG Education Agenda and Philippines Professional Standard for Teachers (DO No. 42, s. 2017),
3. At the end of this learning and development program, the participants will be able to demonstrate an understanding of research-based knowledge and principles of teaching and learning to enhance their professional practice.
4. Interested teacher applicants should submit an approved application form (see Annex I) via Google form link: <https://tinyurl.com/ResearchLDform> on or before the deadline.
5. Attached is the Learning and Development Program Information.



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REGION VI – WESTERN VISAYAS

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6. Immediate dissemination of this Memorandum is desired.

  
**RAMIR B. UYTICO EdD, CESO III**  
Regional Director

Encl: As stated

Reference: DO No.16, s. 2017  
DO No. 42, s. 2017

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

POLICY

RESEARCH

TRAINING

RBA/PPRD-RM on ODLP  
Q3\_RM\_007/August 11, 2023



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**LEARNING AND DEVELOPMENT PROGRAM INFORMATION**

**I. General Description/Program Profile**

Program Title	<b>Championing Action Research in Basic Education: An Online Distance Learning Program</b>
Program Description	<p>This is an online Learning &amp; Development (L&amp;D) program on action research to be conducted by the Policy, Planning and Research Division in partnership with the University of the Philippines Visayas through the Action Research Project.</p> <p>This program is composed of three modules aligned to research management cycle with series of research writing workshops. It is asynchronously participated by teachers and master teachers. This program will provide participants with the competency-based knowledge, skills, and confidence in using and conducting relevant research anchored on the regional education research agenda and conformed with the standards of the existing research appraisal guides.</p>
Prerequisite Program	None However, the participants shall secure an approved application form from the immediate supervisor and pass the qualifying assessment.
Duration/Timeline	Module 1-Writing a n Action Research Proposal: <i>August-September 2023</i> Module 2-Implementing an Action Research: <i>November-December 2023</i> Module 3-Writing a Final Paper: <i>May-June 2024</i>
Management Level of Program	DepEd RO 6-Policy, Planning and Research Division UPV-Action Research Project Team





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Delivery Modes	Online modules, asynchronous discussion forums, video conferencing sessions (Google Classroom)
Targets Participants	Group 1-Teachers (I-III) Group 2-Master Teachers (I-II)
Budgetary Requirements	None However, culmination activity will be charged to Basic Education Research Fund
Source of Fund	Basic Education Research Fund (BERF) <i>(for the Culmination Activity only)</i>
Activity Requirements	Instructional Videos Worksheets Assessment Tools

## II. Program Design

Rationale	<p>In adherence to DepEd Order No. 16, s. 2017 entitled, “Research Management Guidelines,” technical assistance and capability-building activities shall be provided to research committees, education managers, and other DepEd personnel in partnership with other institutions.</p> <p>This program is aligned to <i>Domain 1, Strand 1.2</i> of the Philippines Professional Standard for Teachers (DO No. 42, s. 2017). It will provide learning opportunities for teachers to use research-based content knowledge and principles of teaching and learning to enhance professional practice. Likewise, equip master teachers in the conduct of research to enrich content knowledge of pedagogy and eventually, lead colleagues in the advancement of the art and science of teaching based on research.</p> <p>This program is anchored on MATATAG Education Agenda, Philippine Development Plan, Ambisyon Natin 2040, Sustainable Development Goals (SGD) 2030, and National and Regional Education Development Plans on</p>
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the enhancement for continuing professional development and opportunities and the improvement of the delivery and quality of basic education.

Based on the findings of Aguilar & Acosta (2019) on the Operationalization of Research Management Guidelines (RMG) in DepEd-Western Visayas: Policy Strengths and Weaknesses, non-submission of research proposals from schools and decreasing of proposal submission were among the issues encountered by the Schools Division Offices. Recently, it revealed that out of 1,914 research proposals submitted for BERF from 2020-2022, 1,096 proposals or 57% were approved for funding. This implies that significant number of submitted proposals were below the institutional appraisal standards despite the capacity building activities provided by the respective Schools Division Offices. This result was manifested by the comments of evaluators during the recent appraisal activity. Most of the comments focused on the alignment of research title, rationale, and problems. There were also predominant comments on the use of appropriate research methodology for action research, sampling techniques, and selection of statistical analysis tools. Moreover, delay in the acceptance of the completed research outputs was recurring due to substance and alignment issues in the presentation and discussion of results, methodology, and referencing. Therefore, it appeared that the researchers failed to demonstrate understanding of research-based knowledge and principles in the development of research proposals and finalization final research paper that conformed to the institutional standards.

Moreover, Aguilar & Acosta (2019) found out that the implementation of the research management cycle of Schools Divisions in Western Visayas in terms of utilization of research findings and engagement of stakeholders for partnership were moderately established. This signifies that there were gaps in the identification and utilization of relevant research





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	<p>findings to enhance professional practice and improve school performance and operations as well.</p> <p>While trainings on research writing have already been previously conducted, it is anticipated that this program will provide participants deeper engagement with the knowledge and skills needed in conducting research. Likewise, support their professional development and career progression.</p> <p>Finally, this program's pilot implementation will drum up the office for the creation of the Research Academy. The Office can validate the efficacy of the online distance learning program by institutionalizing this L&amp;D program prior to its presentation to the pool of resource persons coming from various higher education institutions.</p> <p>Aguilar, B., &amp; Acosta, L. (2022). Operationalization of Research Management Guidelines (RMG) in DepEd-Western Visayas: Policy Strengths and Weaknesses. <i>Research Yields</i>, 2(1), 115-122.</p> <p>Department of Education. (2017). <i>DepEd Order No. 16, s. 2017 Research Management Guidelines</i>. Department of Education. Retrieved May 29, 2023, from <a href="https://www.deped.gov.ph/">https://www.deped.gov.ph/</a></p>
Objectives of the Program	<p>Terminal Objectives:</p> <p>At the end of the learning and development program, the participants will be able to demonstrate an understanding of research-based knowledge and principles of teaching and learning to enhance their professional practice where:</p> <p><i>Teachers will be able to develop an action research proposal based on the research agenda and compliant to appraisal standards.</i></p> <p><i>Master Teachers will be able to finalize a completed research paper based on the research agenda and compliant to appraisal standards.</i></p> <p>Enabling Objectives: The participants will be able to:</p> <ol style="list-style-type: none"><li>1. <i>Write an action research proposal,</i></li><li>2. <i>Implement approved research, and</i></li><li>3. <i>Finalize a completed research paper</i></li></ol>





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End of Program Outputs	Teachers' Group: Action Research Proposal Completed Action Research Paper ( <i>Optional</i> ) Master Teachers' Group: Completed Action Research Paper
Expected Final Outcomes/ Success Indicators	<ol style="list-style-type: none"> <li>1. Teachers and Master Teachers have the ability to apply developmentally appropriate and meaningful pedagogy grounded on content knowledge and current research (<i>PPST, DO No. 42, s. 2017</i>).</li> <li>2. Learners attained all learning standards that will equip them with necessary skills and attributes to pursue their chosen paths (<i>Quality-IO No. 3., REDP</i>)</li> <li>3. Enhanced strategic resources management for continuing professional development and opportunities (<i>Enabling Mechanism No. 2, REDP</i>)</li> <li>4. Sustainable research management (<i>DO No. 16, s. 2017</i>).</li> </ol>

Content Matrix-Module 1 (Writing an Action Research Proposal)		
Timeline	Topic and Methodology	Facilitator/s
August 2023	Orientation to the Learning Management System	PPRD and UPV
August 2023	Video: Introduction to the Course Video: Why research? Video: Course Requirements Participation in the Discussion Prompt: Feedbacks Readings: Learning Guide 1 Quiz: 10-item on course details	PPRD and UPV
	Online Q & A Session	PPRD and UPV
August 2023	Video: What is Action Research? Readings: Learning Guide 2 Action Research Sample 1 Action Research Sample 2 Action Research Sample 3 Discussion Prompt:	PPRD and UPV







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	<p>Many of us conducted research as part of our course requirement in school or in graduate studies. Some of us have already conducted and completed research as teachers. What do you think are your (a) strengths and (b) weaknesses as a teacher researcher? What steps will you be taking to help ensure that you will be able to do research?</p>	
August 2023	<p>Video: The Research Problem          Video: Pulong Kaalam Presentation 1          Readings: Learning Guide 3          Discussion Prompt:          Identify a problem in teaching and three experiences that made you identify this as a problem.</p>	PPRD and UPV
August 2023	<p>Video: Proposing an Intervention          Video: Pulong Kaalam Presentation 2          Readings: Learning Guide 4          Assignment 1: (200-300 words)          Go back to the problem that you initially identified and the three experiences that made you identify this as a problem. Describe the context for your research question. Identify the thematic area of the Basic Education Research Agenda (BERA) being addressed by the study. Discuss the particularities of your setting, learning environment, and learning culture. Thoroughly describe your research setting. Identify the persons/group affected by the problem. Explain the degree and/or intensity up to which the problem affects the people involved. State when the problem started happening. State where the problem is observed/observable. Inform the reader why your proposed plan of action might solve this problem. Explain how solving</p>	PPRD and UPV





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	the problem relates to the achievement of DepEd's Intermediate Outcomes.	
	Online Q & A Session	PPRD and UPV
August 2023	<p>Video: The Research Setting          Video: Reflexivity in Action Research          Readings: Learning Guide 5          Discussion Prompt:          What are your personal motivations for conducting this action research? What are your prior experience with the problem you have encountered? How many years have you been in service? What is your relevant experience in the subject area? Are you a member of the same community as your learners?          Giving Feedback: Read and review three outputs from Assignment 1.</p>	PPRD and UPV
August 2023	<p>Video: Proper Citations          Video: Using a plagiarism checker          Readings: Learning Guide 6          Quiz: 10-item on Proper Citations          Discussion Prompt: How important is academic honesty and integrity in doing research? What are the consequences for passing off work that is not your own?</p>	PPRD and UPV
August 2023	<p>Video: Data Gathering Methods          Video: Quantitative Research Methods          Readings: Learning Guide 7          Discussion Prompt: Identify three data gathering instruments that you will be using.</p>	PPRD and UPV
	Online Q & A Session	PPRD and UPV
September 2023	<p>Video: Data Analysis Plan          Video: Qualitative Designs          Readings: Learning Guide 8          Assignment 2: Draw up a matrix for your proposed intervention. Begin with an introductory paragraph that will</p>	PPRD and UPV





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	present the important features of the intervention and why you believe it can address the problem you identified.	
September 2023	Video: Pep talk on writing your Action Research Proposal Video: Pulong Kaalam Presentation 3 Readings: Learning Guide 9 Giving Feedback: Read and review three outputs from Assignment 2.	PPRD and UPV
September 2023	Video: The Expanded Rubrics Video: Pulong Kaalam Presentation 4 Readings: Learning Guide 10	PPRD and UPV
	Online Q & A Session	PPRD and UPV
September 2023	Video: Pep talk on writing your Action Research Proposal Video: Pulong Kaalam Presentation 5 Readings: Learning Guide 11 Assignment 3: Writing your Action Research Proposal	PPRD and UPV
September 2023	Video: Closing remarks Giving Feedback: Read and review three outputs from Assignment 3.	PPRD and UPV

Content Matrix-Module 2 (Implementing an Action Research)		
Timeline	Topic and Methodology	Facilitator/s
November 2023	Selection of Sample Size	PPRD and UPV
November 2023	Research Instrumentation	PPRD and UPV
November 2023	Data Gathering Process	PPRD and UPV
November 2023	Ethical Standards	PPRD and UPV
December 2023	Actual Research Implementation	PPRD and UPV





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Content Matrix-Module 3 (Writing a Final Paper)		
Timeline	Topic and Methodology	Facilitator/s
May 2024	Data Presentation	PPRD and UPV
May 2024	Levels of Analysis	PPRD and UPV
May 2024	Quality Control Checklist	PPRD and UPV
May 2024	Referencing	PPRD and UPV
June 2024	Writing a final paper	PPRD and UPV
June 2024	Presentation and critique of final paper	PPRD and UPV

Monitoring and Evaluation				
Level	Indicators	Tools/Sources	Timeline	User of M&E Result
Level 4 Result	Competent Teachers and Master Teachers in content knowledge and current research. Improved learning outcomes through collaborative research. Satisfied personnel in terms of professional and career development. Sustainable research management.	Research Utilization Report, IPCRF  Performance of learners participated in the action research Satisfaction Survey  Approved, disseminated, and utilized action research	December 2024	Immediate supervisor  SGOD-PR  Immediate supervisor  PPRD SGOD-PR
Level 3 Behavior	100% of the teachers applied and sustained their learnings from the L&D program through utilization of	Survey questionnaire  Submitted	December 2024	PPRD HRDD SGOD-PR





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	<p>research findings to enrich knowledge and pedagogy and conduct action research to enhance professional practice.</p> <p>100% of the Master Teachers conducted collaborative action research to advance their understanding of both pedagogy and content.</p>	<p>Submitted Action Research Proposals and Completed Research Paper</p>		<p>Immediate Supervisor</p>
<p>Level 2 Learning</p>	<p>100% of teachers were able to develop action research proposal to enhance their professional practice.</p> <p>100% of Master Teachers were able to conduct and finalize an action research to advance their understanding of both pedagogy and content.</p>	<p>Diagnostic Test</p> <p>Comprehensive Examination</p> <p>FGD</p> <p>Action Research Proposal</p> <p>Completed Research Paper</p>	<p>August 2023</p> <p>August 2024</p> <p>September 2023- August 2024</p>	<p>PPRD</p> <p>SGOD-PR</p>
<p>Level 1 Reaction</p>	<p>100% of the participants strongly agreed that the training was relevant to their role, engaging, and useful in terms of materials, modality, timeline, program management, resource persons, and objectives.</p>	<p>End-of-program survey</p>	<p>July 2024</p>	<p>PPRD</p>





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**Program Completion Requirements**

Participants will receive Certificate of Training per module and Certificate of Completion at the end of the program implementation.

The Action Research proposals of the participants that passed the quality control process will be prioritized for funding of the Basic Education Research Fund (BERF).



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Annex 1

**APPLICATION FORM FOR THE ONLINE DISTANCE LEARNING  
PROGRAM IN BASIC EDUCATION RESEARCH**

<b>LAST NAME:</b>	<b>FIRST NAME:</b>	<b>MIDDLE NAME:</b>
<b>POSITION:</b>	<b>SEX:</b>	<b>AGE:</b>
<b>SCHOOL:</b>		
<b>DISTRICT:</b>		
<b>DIVISION:</b>		
<b>CONTACT NUMBER:</b>	<b>EMAIL ADDRESS:</b>	
<b>EDUCATIONAL ATTAINMENT:</b> (Bachelor, Master's or Doctoral)		
<b>STATUS:</b> (Graduated, CAR, or units earned if not graduated)		
<b>NAME OF COLLEGE/ UNIVERSITY:</b>		
<b>SIGNATURE OF APPLICANT:</b>		

**IMMEDIATE SUPERVISOR'S CONFORME**

I hereby endorse the application of the above-stated name for the online distance learning program in basic education research to be conducted by the Policy, Planning and Research Division-DepEd RO6 and UPV. I certify that the applicant has the capacity to participate without compromising his or her office functions.

\_\_\_\_\_  
Name and Signature of Immediate Supervisor  
Position / Designation: \_\_\_\_\_  
Date Signed: \_\_\_\_\_



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