



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DIGOS CITY

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM
No. 091, s. 2022

February 8, 2022

**ATTENDANCE TO THE RESEARCH INCUBATION PERIOD FOR EDUCATORS AND OTHER
ACTIVITIES RELATED TO THE CONDUCT OF ACTION RESEARCH**

To: CID Chief
Education Program Supervisors
Public Schools District Supervisors
Secondary and Elementary School Heads

1. The Department sustains its progressive orientation by ensuring that its actions are informed by sound and relevant evidence from research (DO No. 39 s. 2016). The Governance of Basic Education Act of 2001 (RA 9155) mandates that the Department of Education enacts policies and mechanism through which the delivery of quality of basic education maybe improved. Chapter 1, Section 7 of DO No. 16 s. 2017 includes among the responsibilities of DepEd across all governance levels the undertaking of educational research and studies that will serve as one of the bases for necessary reforms and policy development.
2. In this regard, a Research Incubation Period for Educators (RIPE) for Education Program Supervisors, Public Schools District Supervisors, School Heads, and Teachers is initiated to ensure that the participants accomplish the target.
3. The RIPE will be done virtually, and the participants are the Education Program Supervisors, Public Schools District Supervisors, all Secondary and Elementary School Heads, and identified teachers.
4. The output of this series of activity is the presentation of Action Research in the Research Forum which schedule will be announced through a separate memorandum.
5. Contained in the enclosure is the Matrix of the Activity.
6. For information, guidance, and compliance.

CRISTY C. EPE
Schools Division Superintendent





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Enclosure No. 1

Research Incubation Period for Educators (CID)

Date: February 2022-December 2022

Session 1-March 4, 2022							
7:30-7:50	Signing in of the Participants/Attendance Checking						
7:50-8:30	1. Prayer, Pambansang Awit-AVP 2. Opening Remarks BEVERLY S. DAUGDAUG, EdD <i>Chief, CID</i> 3. Introduction of the Participants TITO M. ENDRINA, PhD <i>EPS/Division Reading Coordinator</i> 4. Presentation of Rationale XAVIER FUENTES <i>SEPS-Planning and Research</i>						
8:30-9:30	1. Orient the participants on Research Management Guidelines 2. Guide participants in the selection of research topic	Session 1 <i>Research Management Guidelines</i>	1. Identify research management guidelines 2. Identify topics for research	Research management guidelines Research topics	Lecture	Xavier Fuentes	Laptop Internet connection
9:30-12:00	1. Guide participants to identify root cause of problem for research	Session 2 <i>Identifying Root Cause of a Problem</i>	Identify root cause of problem in research	Identifying Root Cause of Problem for research	Lecture and Workshop	Clarence S. Pillerin	Laptop Internet connection
12:00-1:00	Lunch Break						
1:00-5:00	Writeshop and Presentation of identified research problem						
Session 3-April 22 and May 6, 2022							
7:30-8:00	Signing in of the Participants/Attendance Checking						



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8:00-9:30	Develop competence in writing Research Questions and Review of Related Literature	Session 3 <i>Writing Research questions Review of Related Literature</i>	Copy of Research questions and Review of Related Literature	Appraising Research questions and Review of Related Literature	Lecture Writeshop	Tito M. Endrina	Laptop Internet connection
9:30-12:00	Writeshop on Research questions and Review of Related Literature						
12:00-1:00	Lunch Break						
1:00-5:00	Writeshop and Quality assurance on Research questions and Review of Related Literature						
Session 4- June 3, 2022							
7:30-8:00	Signing in of the Participants/Attendance Checking						
8:00-9:00	Develop competence in writing Proposed Innovation, Intervention, and Strategy	Session 4 <i>Writing Proposed Innovation, Intervention, and Strategy</i>	Copy of Proposed Innovation, Intervention, and Strategy	Appraising Proposed Innovation, Intervention, and Strategy	Lecture Writeshop	Tito M. Endrina	Laptop Internet connection Teaching materials
9:00-12:00	Workshop on writing Proposed Innovation, Intervention, and Strategy						
12:00-1:00	Lunch Break						
1:00-5:00	Writeshop and Quality assurance on Proposed Innovation, Intervention, and Strategy						
Session 5-July 3, 2022							
7:30-8:00	Signing in of the Participants/Attendance Checking						
8:00-9:00	Develop competence in writing Scope and Limitation and Research Methodology	Session 5 <i>Writing Scope and Limitation and Research Methodology</i>	Copy of Scope and Limitation and Research Methodology	Appraising Scope and Limitation and Research Methodology	Lecture Writeshop	Tito M. Endrina	Laptop Internet connection Teaching materials
9:00-12:00	Workshop on writing Proposed Innovation, Intervention, and Strategy						
12:00-1:00	Lunch Break						
1:00-5:00	Writeshop and Quality assurance on Proposed Innovation, Intervention, and Strategy						
Session 6-August 5 and September 2, 2022							
7:30-8:00	Signing in of the Participants/Attendance Checking						
8:00-9:00	Develop competence in writing Discussion of Results and Reflection	Session 6 <i>Writing Discussion of Results and Reflection</i>	Copy of Discussion of Results and Reflection	Appraising Discussion of Results and Reflection	Lecture Writeshop	Tito M. Endrina	Laptop Internet connection Teaching materials
9:00-12:00	Workshop on Discussion of Results and Reflection						
12:00-1:00	Lunch Break						
1:00-5:00	Writeshop and Quality assurance on Discussion of Results and Reflection						
Session 7-October 7, 2022							
7:30-8:00	Signing in of the Participants/Attendance Checking						



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8:00-9:00	Develop competence in writing Plans of Dissemination and Reference	Session 7 Writing Plans of Dissemination and Reference	Copy of Plans of Dissemination and Reference	Appraising Plans of Dissemination and Reference	Lecture Writeshop	Tito M. Endrina	Laptop Internet connection Teaching materials
9:00-12:00	Workshop on Discussion of Results and Reflection						
12:00-1:00	Lunch Break						
1:00-5:00	Writeshop and Quality assurance on Discussion of Results and Reflection						
Session 7-November 11, 2022							
7:30-8:00	Signing in of the Participants/Attendance Checking						
8:00-9:00	Develop competence in research packaging	Session 8 Research Forum	Copy of Research Paper	Appraising Research Paper	Lecture Writeshop	Tito M. Endrina	Laptop Internet connection Teaching materials
9:00-12:00	Workshop on Research Packaging						
12:00-1:00	Lunch Break						
1:00-5:00	Workshop on Research Packaging						

Prepared by

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Division Research Focal Person

Recommending Approval:

BEVERLY S. DAUGDAUG, EdD
Chief Supervisor – CID

Approved:

CRISTY C. EPE
Schools Division Superintendent



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