




Republic of the Philippines  
Department of Education  
Region IV-A CALABARZON  
**CITY SCHOOLS DIVISION OF CABUYAO**



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**MEMORANDUM**

TO: OIC- Assistant Schools Division Superintendent  
Chief, Curriculum Implementation Division  
OIC- Chief, School Governance and Operations Division  
Education Program Supervisors  
Public Schools District Supervisors  
School Heads in Elementary, Junior High and Senior High  
Officers-In-Charge  
Cabuyao Association of Researchers and Educators (CARE) Officers  
School Research Focal Persons

FROM:  **DORIS DJ. ESTALILLA, Ed.D.**  
Officer-In-Charge  
Schools Division Superintendent

SUBJECT: **CALL FOR FULL RESEARCH PAPER AND EXECUTIVE  
SUMMARY/ABSTRACT FOR SUBMISSION TO THE FIRST NATIONAL  
CURRICULUM RESEARCH CONFERENCE**

DATE: June 8, 2018

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1. Relative to DepEd Memorandum No. 097, s. 2018 entitled as **Guidelines on the Conduct of the First National Curriculum Research Conference**, this office announces in the field the **call for full research paper and executive summary/abstract for submission to the First National Curriculum Research Conference**.
2. The **First National Curriculum Research Conference** shall focus on curriculum research. Curriculum Research papers are studies conducted on evaluating, enhancing, validating and contextualizing the contents of the subjects and learning areas of the K to 12 Curriculum. The subtopics for this year's Conference theme is teaching and learning specifically concentrating on the following:
  - a. Critical Content; which refers to the concepts anchored on the nature of each learning area;
  - b. Curriculum contextualization;
  - c. Spiral Progression across subjects and learning areas;
  - d. Integration of disaster risk reduction, climate change adaptation and other government thrust, i.e. drug addiction and sexuality education in the curriculum;
  - e. Inclusive education (ALS, SPED, IPED, ALIVE); and
  - f. Special Programs for the Arts, Sports, Journalism, Science, Technology, Engineering and Mathematics, Special Science for Elementary Schools, and Strengthened Technical- Vocational Education Program.

3. The School Division Research Committee (SDRC) will start accepting **research papers** (both action and basic research) on June 11 (Monday) until June 18, 2018 (Monday).
4. The requirements needed are as follow:
  - a. Full/Completed Research paper (hard and soft copy in PDF format saved in a CD) with a 300-word executive summary/abstract;
  - b. Application Form (Annex 1)
  - c. Endorsement Form from Immediate Supervisor (Annex 2)
  - d. Minimum Requirements of Completed Research Report/Styles and Formatting (Annex 3)
  - e. Declaration of Anti-Plagiarism (Annex 4)
  - f. Declaration of Absence of Conflict of Interest (Annex 5)
5. All requirements shall be submitted in three (3) copies on a long brown envelope.
6. Soft copy of the requirements shall be sent to SDRC Secretariat at email add [reyarracruz15@gmail.com](mailto:reyarracruz15@gmail.com) and cc: [jeffrey.astillero@deped.gov.ph](mailto:jeffrey.astillero@deped.gov.ph).
7. Non-submission of any of the above-mentioned requirement shall render the paper disqualified. A week after the screening of research papers, the authors will be notified. The SDRC Secretariats will convene the SDRC as DO NO. 16.s. 2017. Personnel who wish to participate as research proponents shall be prohibited from serving as member of the SDRC.
8. The SDRC will conduct initial evaluation of the research papers using the evaluation tools in Annex 6A (Basic Research) and Annex 6B (Action Research) immediately after screening.
9. The results of the evaluation will be released by the SDRC through a local memorandum two (2) days after the evaluation.
10. The SDRC will submit the best four (4) research papers two (2) Action Research; two (2) Basic Research to Regional Research Committee (RRC) on the same date of the posting of the results.
11. The Regional Research Committee (RRC) and the National Research Committee will evaluate the qualified research papers in adherence to DepEd Memorandum No. 097, s. 2018.
12. The prizes for the Best Action and Basic Researches are indicated below.

CATEGORY	PLACE	PRIZE
BEST ACTION RESEARCH	1 <sup>ST</sup> PLACE	Php 30, 000.00
	2 <sup>ND</sup> PLACE	Php 20, 000.00
	3 <sup>RD</sup> PLACE	Php 10, 000.00

CATEGORY	PLACE	PRIZE
BEST BASIC RESEARCH	1 <sup>ST</sup> PLACE	Php 30, 000.00
	2 <sup>ND</sup> PLACE	Php 20, 000.00
	3 <sup>RD</sup> PLACE	Php 10, 000.00

13. All abstracts of the accepted papers will be published in the future as a Book of Abstracts with a corresponding International Standard Serial Number (ISSN).
14. Attached in this Memorandum are the Annexes (1-6).
15. For clarification and queries, please contact **Dr. Jeffrey A. Astillero**, SEPS, Planning and Research at 049-572-25-65.
16. Immediate and widest dissemination of this memorandum is earnestly desired.

## ANNEX 1

### Completed Research Application Form

#### A. RESEARCH INFORMATION

RESEARCH TITLE	
SHORT DESCRIPTION OF THE RESEARCH	
RESEARCH CATEGORY (check <u>only one</u> ) <input type="radio"/> Schools Division <input type="radio"/> District <input type="radio"/> School  (check <u>only one</u> ) <input type="radio"/> Action Research <input type="radio"/> Basic Research	TEACHING AND LEARNING SUB TOPICS (check <u>only one</u> ) <input type="radio"/> Critical Content <input type="radio"/> Contextualization <input type="radio"/> Spiral Progression <input type="radio"/> Integration <input type="radio"/> Inclusive Education <input type="radio"/> Special Programs
FUND SOURCE (if applicable)*	
Year the Research was conducted:	

\*indicate if proponent used personal funds

#### B. RESEARCHER INFORMATION

##### LEAD RESEARCHER / INDIVIDUAL RESEARCHER

LAST NAME:	FIRST NAME:	MIDDLE NAME:
BIRTHDATE (MM/DD/YYYY)	SEX:	POSITION / DESIGNATION:
REGION / DIVISION / SCHOOL		
CONTACT NUMBER 1:	CONTACT NUMBER 2:	EMAIL ADDRESS:

EDUCATIONAL ATTAINMENT (DEGREE TITLE) Enumerate from bachelor's Degree up to doctorate degree	TITLE OF RESEARCH
SIGNATURE OF RESEARCHER:	

**RESEARCHER 2**

LAST NAME:	FIRST NAME:	MIDDLE NAME:
BIRTHDATE (MM/DD/YYYY)	SEX:	POSITION / DESIGNATION:
REGION / DIVISION / SCHOOL		
CONTACT NUMBER 1:	CONTACT NUMBER 2:	EMAIL ADDRESS:
EDUCATIONAL ATTAINMENT (DEGREE TITLE) Enumerate from bachelor's Degree up to doctorate degree	TITLE OF RESEARCH	
SIGNATURE OF RESEARCHER:		

**RESEARCHER 3**

LAST NAME:	FIRST NAME:	MIDDLE NAME:
BIRTHDATE (MM/DD/YYYY)	SEX:	POSITION / DESIGNATION:
REGION / DIVISION / SCHOOL		
CONTACT NUMBER 1:	CONTACT NUMBER 2:	EMAIL ADDRESS:

<b>EDUCATIONAL ATTAINMENT (DEGREE TITLE)</b> Enumerate from bachelor's degree up to doctorate degree	<b>TITLE OF RESEARCH</b>	
<b>SIGNATURE OF PROPONENT:</b>		

**ANNEX 2**

*Endorsement of Immediate Supervisor*

**IMMEDIATE SUPERVISOR'S ENDORSEMENT**

I hereby endorse the attached completed research. I certify that the researcher/s has/have conducted the said research in the \_\_\_\_\_ (school/division) level.

Name and Signature of Immediate Supervisor:

\_\_\_\_\_  
Position/Designation: \_\_\_\_\_

Date: \_\_\_\_\_

## **ANNEX 3**

### *Minimum Requirements of Completed Research Report/Styles and Formatting*

- I. Basic Research Template
  - A. Title
  - B. Abstract
  - C. Introduction
    - a. Significance of the Study / Rationale (with Scope and Delimitation)
    - b. Review of Related Literature
    - c. Research Problem / Questions
  - D. Methodology
    - a. Participants / Data Source
    - b. Data Gathering Procedure and Instruments
    - c. Data Analysis
  - E. Results & Discussions
  - F. Conclusions & Recommendations
    - a. Summary of Findings
    - b. Implications and Recommendations
  - G. References
  
- II. Action Research Template
  - A. Title
  - B. Abstract
  - C. Introduction
    - a. Significance of the Study / Rationale (with Scope and Delimitation)
    - b. Research Problem / Questions
  - D. Methodology
    - a. Participants / Data Source
    - b. Data Gathering Procedure and Instruments
    - c. Data Analysis
  - E. Results & Discussions
  - F. Conclusions & Recommendations
    - c. Summary of Findings
    - d. Implications/Reflection and Recommendations
  - G. References
  
- III. Styles and Formatting
  - A. Font Style: Times New Roman
  - B. Font Size: 12
  - C. Spacing: Single Space
  - D. Paper Size: Short Bond Paper (8.5"x11")
  - E. Margin: Normal Margin (1 inch on all sides)



- F. Word Limit: 4000 – 8000 words
- G. Pagination: Upper – Right Corner

## ANNEX 4

### *Declaration of Anti-Plagiarism*

#### DECLARATION OF ANTI-PLAGIARISM

1. I/We, \_\_\_\_\_, understand that plagiarism is the act of taking and using another's ideas and works and passing them off as one's own. This includes explicitly copying the whole work of another person and/or using some parts of their work without proper acknowledgement and referencing.
2. I/We hereby attest to the originality of this completed research and has cited properly all the references used. I further commit that all deliverables and the final research study emanating from this research shall be of original content. I used appropriate citations in referencing other works from various sources.
3. I/We understand that I am/we are solely legally and administratively liable for any violation of this declaration and commitment.
4. I/We also understand that any violation of this declaration and commitment shall be subject to disqualification from the BCD National Curriculum Research Conference.

RESEARCHER:

\_\_\_\_\_  
SIGNATURE:

\_\_\_\_\_  
DATE: \_\_\_\_\_

RESEARCHER:

\_\_\_\_\_  
SIGNATURE:

\_\_\_\_\_  
DATE: \_\_\_\_\_

RESEARCHER:

\_\_\_\_\_  
SIGNATURE:

\_\_\_\_\_  
DATE: \_\_\_\_\_

**ANNEX 5**

*Declaration of Absence of Conflict of Interest*

**DECLARATION OF ABSENCE OF CONFLICT OF INTEREST**

1. I/We, \_\_\_\_\_, understand that conflict of interest refers to situations in which financial or other personal considerations may compromise my/our judgment in evaluating, conducting, or reporting research.
2. I/We hereby declare that I/we do not have any personal conflict of interest that may arise during the application and submission of the completed research. I/We understand that my/our research may be returned to me/us if found that there is conflict of interest during the initial screening and evaluation of the SDRC/RRC/BCD.
3. Further, in case of any form of conflict of interest (possible or actual) which may inadvertently emerge, I/we will duly report it to the research committee for immediate action.
4. I/We understand that I/we may be held accountable by the Department of Education and (insert grant mechanism) for any conflict of interest which I/we have intentionally concealed and will automatically disqualify my/our research from the BCD National Curriculum Research Conference.

RESEARCHER:

\_\_\_\_\_  
SIGNATURE:

\_\_\_\_\_  
DATE: \_\_\_\_\_

RESEARCHER: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

RESEARCHER: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

**ANNEX 6A**  
**EVALUATION TOOL FOR THE**  
**2018 BCD NATIONAL CURRICULUM RESEARCH CONFERENCE**  
*(to be accomplished by the Paper Evaluator at the SDRC, RRC and BCD NCRC*  
*Committee levels)*

**DETAILS OF THE BASIC RESEARCH**

Research component	Sub-Component	Satisfactory	Very Satisfactory	Excellent	Score
Abstract 5 pts		States the purpose, research problem, and the findings and conclusions (1-2 pts)		Describes the major aspects of the entire paper which includes the overall purpose, research problem, and the major findings and conclusions (3-5 pts)	
Introduction 30 pts	Significance of the Study/Rationale (with Scope and Delimitation) 10 pts	Presents a general description of the topic or focus of inquiry (1-4 pts)	Explains the need to conduct the research to understand a phenomenon, advance or validate knowledge, improve a situation, or address an issue/problem (5-7 pts)	Discusses the nature, extent and salience of the research topic comprehensively; shows an in-depth and critical analysis of the situation; states policy implications (if necessary), benefits and limitations of the study (8-10 pts)	
	Research Questions 10 pts	States simply the problem/s identified in the significance of the study (1-4 pts)	Articulates to some extent the problem/s identified in the significance of the study (5-7 pts)	Articulates comprehensively the problem/s identified in the significance of the study, phrased in a clear and logical manner (8-10 pts)	
	Review of Related	Cites	Cites enough	Provides a	

	Literature (with Conceptual Framework, if applicable) 10 pts	minimal relevant theories and/or previous literature related to the present research (1-4 pts)	relevant theories and/or previous literature related to the present research; cites sources properly (5-7 pts)	thorough synthesis of literature relevant to the current study in terms of building a theory or methodology; identifies inconsistencies or gaps in current knowledge or educational policy; defines constructs and presents them in a conceptual framework (if necessary); consistently cites literature sources (8-10 pts)	
Research Methods 20 pts	Participants and/or Other Sources of Data and Information 2 pts	States the study's participants and/or other sources of data and information (1 pt)		Provides details about the participants and/or other sources of data and information; gives clear rationale for their inclusion (2 pts)	
	Data Gathering Procedure and Instruments 9 pts	Gives only a general description of the data gathering methods (1-3 pts)	Describes details of data gathering methods and the research instruments used and attaches the latter in the Appendix (4-6 pts)	Explains the appropriateness of the data gathering method to the nature and purpose of the study and the research questions; presents details of the research instruments and attaches the latter in the Appendix (7-9 pts)	
	Data Analysis 9 pts	Presents a general description	Shows the appropriateness of selected	Shows the appropriateness of selected	

		of how the data gathered will be analyzed (1-3 pts)	methods of data analysis (4-6 pts)	methods of data analysis by describing in detail the techniques and tools utilized (7-9 pts)	
Results and Discussion 30 pts		Addresses the research questions by merely presenting the results (1-12 pts)	Addresses the research questions by discussing and interpreting the results of the study (13-21 pts)	Addresses the research questions by critically and comprehensively discussing and interpreting the results of the study; anchors effectively the results and discussion on the theories cited in the RRL (22-30 pts)	
Conclusion 15 pts	Summary of Findings 5 pts	Presents a summary of the findings that addresses the research questions (1-2 pt)		Presents a thorough summary of the findings that addresses the research questions (3-5 pts)	
	Implications and Recommendations 10 pts	Explains the importance of the findings (1-4 pts)	States the study's contribution to knowledge, policy formulation and improvement of practice (5-7 pts)	Describes in detail the study's contribution to knowledge, policy formulation and improvement of practice; suggests actions to be undertaken by specific stakeholders and the study's potential utilization and adoption (8-10 pts)	

**ANNEX 6B**  
**EVALUATION TOOL FOR THE**  
**2018 BCD NATIONAL CURRICULUM RESEARCH CONFERENCE**  
*(to be accomplished by the Paper Evaluator)*

**DETAILS OF THE ACTION RESEARCH**

Research component	Sub-Component	Satisfactory	Very Satisfactory	Excellent	Score
Abstract 5 pts		States the purpose, research problem, and the findings and conclusions (1-2 pts)		Describes the major aspects of the entire paper which includes the overall purpose, research problem, and the major findings and conclusions (3-5 pts)	
Introduction 30 pts	Significance of the Study/Rationale (with Scope and Delimitation) 20 pts	Presents a general description of the topic or focus of inquiry (1-8 pts)	Explains the need to conduct the research to understand a phenomenon, advance or validate knowledge, improve a situation, or address an issue/problem (9-14 pts)	Discusses the nature, extent and salience of the research topic comprehensively; shows an in-depth and critical analysis of the situation; states policy implications (if necessary), benefits and limitations of the study (15-20 pts)	
	Research Questions 10 pts	States simply the problem/s identified in the significance of the study (1-4 pts)	Articulates to some extent the problem/s identified in the significance of the study (5-7 pts)	Articulates comprehensively the problem/s identified in the significance of the study, phrased in a clear and logical manner (8-10 pts)	
Research Methods	Participants and/or Other Sources of Data	States the study's		Provides details about the	



20 pts	and Information 2 pts	participants and/or other sources of data and information (1 pt)		participants and/or other sources of data and information; gives clear rationale for their inclusion (2 pts)	
	Data Gathering Procedure and Instruments 9 pts	Gives only a general description of the data gathering methods (1-3 pts)	Describes details of data gathering methods and the research instruments used and attaches the latter in the Appendix (4-6 pts)	Explains the appropriateness of the data gathering method to the nature and purpose of the study and the research questions; presents details of the research instruments and attaches the latter in the Appendix (7-9 pts)	
	Data Analysis 9 pts	Presents a general description of how the data gathered will be analyzed (1-3 pts)	Shows the appropriateness of selected methods of data analysis (4-6 pts)	Shows the appropriateness of selected methods of data analysis by describing in detail the techniques and tools utilized (7-9 pts)	
Results and Discussion 30 pts		Addresses the research questions by merely presenting the results (1-12 pts)	Addresses the research questions by discussing and interpreting the results of the study (13-21 pts)	Addresses the research questions by critically and comprehensively discussing and interpreting the results of the study (22-30 pts)	
Conclusion 15 pts	Summary of Findings 5 pts	Presents a summary of the findings that addresses the research		Presents a thorough summary of the findings that addresses the research	

		questions (1-2 pt)		questions (3-5 pts)	
	Implications/Reflection and Recommendations 10 pts	Explains the importance of the findings (1-4 pts)	States the study's contribution to knowledge, policy formulation and improvement of practice (5-7 pts)	Describes in detail the study's contribution to knowledge, policy formulation and improvement of practice; suggests actions to be undertaken by specific stakeholders and the study's potential utilization and adoption (8-10 pts)	