



Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF CALBAYOG CITY

July 19, 2024

DIVISION MEMORANDUM
PRS-2024- 369

CALL FOR SUBMISSION OF RESEARCH SUMMARIES AND INNOVATION INITIATIVES FOR THE 2024 DIVISION BASIC EDUCATION RESEARCH AND INNOVATION FORUM (DBERIF)

To : Assistant Schools Division Superintendent
SGOD and CID Chiefs
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. In reference to Regional Memorandum No. 793, s. 2024, titled "Call for Submission of Research Summaries and Innovation Initiatives for the 2024 Eastern Visayas Basic Education Research and Innovation Forum (EVBBERIF)", this Office, through the Planning and Research Section (PRS), informs the field on the conduct of the 2024 Division Basic Education Research and Innovation Forum (**DBERIF**) on **August 1 and 2, 2024**.

2. In line with this, this Office calls for the submission of research summaries and innovation initiatives for the 2024 DBERIF. **Online submissions must be made on or before July 30, 2023**.

- a. for research summaries – bit.ly/2024DBERIF_Calbayog_Innovation
- b. for innovation initiatives - bit.ly/2024DBERIF_Calbayog_Research

3. As these submissions will serve as the basis for the Schools Division Research Committee (SDRC) to select the research summaries and innovation initiatives to be endorsed to the regional office for the 2024 EVBERIF, the **guidelines and formats specified in the reference memorandum will be followed**. Please refer to the enclosures for further details.

4. For any questions or concerns, please contact Galina V. Panela, SEPS-Planning and Research Section, at galina.panela@deped.gov.ph.

5. Immediate dissemination of and compliance with this Memorandum are desired.

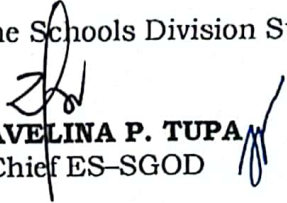
MARGARITO A. CADAYONA JR. PhD, CESO VI
Officer-in-Charge
Office of the Schools Division Superintendent



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Website: <https://calbayogcity.deped.gov.ph>

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For the Schools Division Superintendent:


DR. AVELINA P. TUPA
OIC-Chief ES-SGOD

Enclosure: As stated

Reference: As stated

To be indicated in the Perpetual Index under the following subjects:
RESEARCH INNOVATION DISSEMINATION

SGOD-PRS-GVP





Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

July 15, 2024

REGIONAL MEMORANDUM

No. **793** s. 2024

CALL FOR SUBMISSION OF RESEARCH SUMMARIES AND INNOVATION INITIATIVES FOR THE 2024 EASTERN VISAYAS BASIC EDUCATION RESEARCH AND INNOVATION FORUM (EVBBERIF)

To: Schools Division Superintendents
Regional Office Division Chiefs
Public Elementary and Secondary School Heads
All Others Concerned

1. This Office, through the Policy, Planning and Research Division, announces the call for submission of research summaries and innovation initiatives for the 2024 Basic Education Research Innovation Forum (EVBBERIF).
2. In accordance with DepEd Order No. 16, s. 2017, *Research Management Guidelines*, the 2024 EVBBERIF serves as support mechanisms designed to foster and reinforce a culture of research and innovation in the basic education. These initiatives aim to:
 - a. encourage evidence-based decision-making among educators and administrators;
 - b. promote the development of innovative methodologies;
 - c. facilitate the sharing of best practices across schools and divisions; and
 - d. enhance the overall quality of basic education through systematic inquiry and analysis.
3. The guidelines for the submission of summaries and format for the research and innovation initiatives are enclosed for reference. Qualified entries shall be notified through a separate memorandum.
4. Immediate dissemination of and compliance with this Memorandum are desired.


EVELYN R. FETALVERO CESO IV
Regional Director

Enclosures: Enclosure 1 (Guidelines on the Submission of Research Summaries)
Enclosure 2 (Guidelines on the Submission of Innovation Brief)

References: As stated

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

BASIC EDUCATION

CONFERENCE



Address: Government Center, Candahug, Palo, Leyte
Telephone No.: (053) 832-5738
Email Address: region8@deped.gov.ph
Website: region8.deped.gov.ph



INNOVATION

DISSEMINATION

PPRD-RCB



Address: Government Center, Candahug, Palo, Leyte
Telephone No.: (053) 832-5738
Email Address: region8@deped.gov.ph
Website: region8.deped.gov.ph

Enclosure 1 to Regional Memorandum No. **793**s. 2024**Guidelines on the Submission of Research Summary**

1. The 2024 EVBERIF under Research Category shall focus on the studies conducted at the school, district, division, or regional level that identify and address problems related to teaching, child protection, human resource, governance of basic education, disaster risk reduction and management, inclusive education, and gender and development.
2. Completed Action Research and Basic Research in education within the scope of the Basic Education Research Agenda (BERA) thematic areas shall be regarded as entries. Submission of Thesis and Dissertations are also encouraged for the purpose of disseminating results. However, research that was previously presented in DepEd conferences shall no longer be considered.
3. The research summary shall not exceed 25 pages; 1.5 spacing; in an A4-sized paper; using Times New Roman; and a font size of 11, observing the attached template.
4. Authors shall submit the soft copy of the research summary by uploading it through: <http://tiny.cc/EVBERC2024> on or before August 5, 2024.
5. The rubrics to be used in rating the research summary are presented as follows:

Criteria	Indicators
Clear Focus (20%)	<ul style="list-style-type: none"> - The research topic is clear and relevant to the theme. - The body of the paper and its conclusion are clearly related to the topic. - The methods and design are clear.
Research (25%)	<ul style="list-style-type: none"> - The research design used is appropriate based on the research problem. - The research question is addressed. - Extensive data analysis is evident. - The sources are reliable. - When appropriate, the paper uses different types of resources such as books, journals, newspapers, interviews, and/or the Internet.
Reasoning and Organization (25%)	<ul style="list-style-type: none"> - The key concepts are defined and presented clearly. - The paper contains enough information to back up its ideas. - The parts of the paper are coherent. - When appropriate, the paper uses related statistics, tables, and/or graphs that are properly labeled. - The author introduces every quotation and cites its sources properly.
Documentation (15%)	<ul style="list-style-type: none"> - The sources are cited using the APA style. - Complete and proper referencing is evident.

	<ul style="list-style-type: none"> - The literature review identifies the gap that has been addressed by the research.
Writing Mechanics	<ul style="list-style-type: none"> - The paper is free of grammatical errors - The paper is free from spelling and typographical errors. - The sentences are brief but precise and free of unnecessary jargon.

6. The rubrics that shall be used in selecting the best oral presentation are as follows:

Criteria		Indicators
Slide deck Presentation (50%)	<i>a) Content Adherence (10%)</i>	<ul style="list-style-type: none"> - Strictly follows the prescribed content structure - Includes all required sections and topics
	<i>b) Logical Organization (20%)</i>	<ul style="list-style-type: none"> - Information flows coherently from one slide to the next - Uses clear transitions between main points
	<i>c) Material Appropriateness (5%)</i>	Utilizes relevant materials
	<i>d) Visual Design (15%)</i>	<ul style="list-style-type: none"> - Employs a consistent and professional color scheme - Uses legible fonts and appropriate text size - Incorporates relevant images, charts, or graphs to enhance understanding - Maintains a clean, uncluttered layout
Question and Answer (50%)	<i>a) Vocal Delivery (10%)</i>	<ul style="list-style-type: none"> - Speaks clearly with appropriate volume and pace - Uses vocal variety to maintain audience engagement
	<i>b) Non-verbal Communication (10%)</i>	<ul style="list-style-type: none"> - Maintains consistent eye contact with the audience/ panel - Demonstrates confident body language and gestures
	<i>c) Language Proficiency (10%)</i>	<ul style="list-style-type: none"> - Uses precise and appropriate terminology - Articulates ideas clearly without excessive filler words
	<i>d) Concise Responses (10%)</i>	<ul style="list-style-type: none"> - Provides brief yet comprehensive answers to questions - Stays on topic and avoids unnecessary tangents
	<i>e) Subject Mastery (10%)</i>	<ul style="list-style-type: none"> - Demonstrates in-depth knowledge of the presented material - Confidently handles follow-up questions and clarifications - Provides insightful connections to broader contexts when appropriate

Enclosure 2 to Regional Memorandum No. ____, s. 2024

Guidelines on the Submission of Innovation Brief

The entries for the 2024 EVBERIF under Innovation Category are completed innovation initiatives piloted by teachers, school heads, specialists, supervisors, superintendents within the last 18 months, for presentation during the Summit.

1. This intellectual exercise shall focus on showcasing innovations conducted at the school, district, division, and regional levels to address the needs of basic education related to the following areas:
 - a. Curriculum, Teaching, and Learning, and Learning Resources;
 - b. Planning, Monitoring & Evaluation Systems, Research, and Technical Assistance;
 - c. Partnership and Linkages, Support to Health, and Disaster Risk Reduction Management; and
 - d. Governance and Leadership (Human Resource Development, Income Generation, and Administration)
2. All interested authors must strictly adhere to the prescribed format of an innovation brief and the uploading instructions enclosed herewith. Innovation briefs must be sent to a Google Drive through <https://tinyurl.com/EVIS2024> on or before August 5, 2024. Failure to follow the instructions shall be grounds for automatic disqualification.
3. The innovation projects shall be shortlisted based on the following criteria:
 - a. Relevance to Basic Education (20%)
 - b. Uniqueness, Creativity, and Thoroughness (20%)
 - c. Feasibility, Sustainability, and Replicability (20%)
 - d. Positive Impact on Target Beneficiaries (20%)
 - e. Urgency of Implementation (20%)
4. For more information relative to the summit and these guidelines, an email may be sent to pprd.region8@deped.gov.ph.

Prescribed Format of the Innovation Brief

The submission must use Times New Roman font 12, 1.5 spacing, indented paragraphs, normal margins (1 inch on all sides) A4 (8.27" x 11.69") size paper, maximum of 3 pages (excluding the appendices)

Title of Innovation Project

(Titles may include up to 12 words that will catch the attention of participants and accurately describe the project)

Project Author (Only the sole/lead author)

Example:

Juan B. dela Cruz, Master Teacher II
Inovacion Elementary School, Dugos, Abuyog City
0918-273-6450/juandelacruz@deped.gov.ph

Project Summary

The goal of this section is to represent, in paragraphs, the background, objectives, methods, and results of the project concisely and clearly, and must be able to answer the following questions:

- Why did you create this innovation initiative?
- Why do you consider this an innovation?
- Who were your target beneficiaries? Where did this take place?
- What activities did you accomplish to complete this project?
- How long did it take for you to complete the project? Who helped you with it?
- How much did you have to spend for its implementation?
- What was the result? What was the impact of your project on the educational system and the community? What proof can you show us of its positive impact?
- What do you intend to do next?

Appendices (if applicable)

Pictures, screenshots, Letters/MOA from Donors, recognitions received, approved evaluation form signed by project evaluators, etc.

Instruction for the submission of Innovation Brief

General Rule: Read the instructions carefully. Failure to follow the instructions shall be grounds for automatic disqualification.

1. Encode your project brief in a Word file using the format prescribed in this Enclosure.
2. Attach all necessary appendices to the Word file.
3. Save your document in pdf format.
4. The file name must be in this format: <Category Code>_<Last Name of Author>

Example: **CTL_Bautista**

Codes are:

CTL – Curriculum, Teaching & Learning, and Learning Resources;

PMR – Planning, Monitoring & Evaluation Systems, Research, and Technical Assistance;

LHD – Partnership & Linkages, Support to Health, and Disaster Risk Reduction Management; and

GLA – Governance and Leadership (Human Resource Development, Income Generation, and Administration)

5. Wait for confirmation and further announcements which will be communicated through a Regional Memorandum .