



Republic of the Philippines
Department of Education
Cordillera Administrative Region

SCHOOLS DIVISION OF BENGUET

Wangal, La Trinidad, Benguet 2601

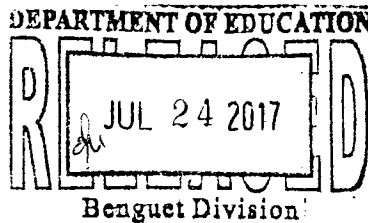
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DIVISION MEMORANDUM

No. **192**, s. 2017

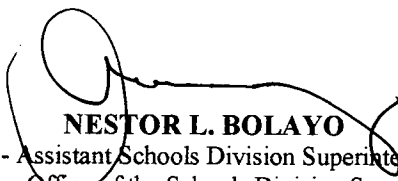
To: Schools Governance and Operations Division
Curriculum Implementation Division
Public Elementary and Secondary School Heads
To all others concerned



July 17, 2017

Subject: **ENHANCEMENT TRAINING ON ACTION AND BASIC RESEARCH
IMPLEMENTATION AND MANUSCRIPT WRITING – PHASE 2**

1. To create quality research outputs, Phase 2 Enhancement Training on Action and Basic Research Implementation and Manuscript Writing will be conducted on August 3 and 4, 2017, from 8 am to 5 pm at the Adivay Hall, SDO Benguet (enclosure 1). This is a follow-up training of the just concluded Phase 1 capability building on research held last October 2016.
2. This training aims to reiterate the new DepEd format for basic and action research; the technicalities in writing research proposals and completion report, particularly targeting the contents of each subparts; and the preparation of research journal and / or publication.
3. The participants are SDO Benguet employees who have submitted their research proposals and complied with the requirements given by the review committee and the members of the Schools Division Research Committee (enclosure 2). Participants are requested to confirm their attendance on or before July 28, 2017 through text: 09187432221.
4. Teacher participants who have classes on the identified dates of training are required to inform their immediate supervisors, for proper delegation of teachers to handle their classes; and that they are to leave appropriate activities for their students/pupils to accomplish.
5. Lunch, snacks and honoraria of non-DepEd speakers shall be charged to SDO MOOE / HRD funds while travel expenses of participants relative to their participation to this training shall be charged to local funds subject to the usual government accounting and auditing rules and regulations.
6. Please be guided accordingly.


NESTOR L. BOLAYO
OIC- Assistant Schools Division Superintendent
OIC – Office of the Schools Division Superintendent

Enclosure 1 *ENHANCEMENT TRAINING ON ACTION AND BASIC RESEARCH IMPLEMENTATION AND MANUSCRIPT WRITING – PHASE 2*

Day 1: August 3, 2017

Time	Activity	Person/s in-charge
7:30 am – 8:00 am	Attendance	Ruby Aspuria
8:00 am -8: 45 am	Opening Program National anthem Prayer Welcome Remarks Message Presentation of Participants Levelling of Expectations Overview of trainings	c/o SME c/o SMM&E Lucio B. Alawas CES - SGOD Marie Carolyn Verano, CESO VI SDS – SDO Benguet Xylene Grail D. Kinomis c/o HRD Xylene Grail D. Kinomis
8:45 am – 10:00 am	Review and workshop on research proposal manuscript writing : Statement of the Problem, Research Design and Data Analysis Plan	Resource Speaker Ms. Janet Lynn S. Montemayor Facilitators: SDRC
10:00 am – 10:15 am	Health Break	
10:15 am – 11:00 am	Presentation of outputs	Facilitator: Xylene Grail Kinomis Critiques: SDRC and Ms. Montemayor
11:00 am – 12 noon	Writing the Results and Discussion (Quantitative)	Resource Speaker Ms. Janet Lynn S. Montemayor
12 noon – 1:00 pm	Health Break	
1:00 pm – 2:00 pm	Cont. Writing the Results and Discussion (Quantitative)	Resource Speaker Ms. Janet Lynn S. Montemayor
2:00 pm – 3:00 pm	Workshop : Writing the Results and Discussion (Quantitative)	
3:00 pm – 3:15 pm	Health Break	
3:15 pm – 5:00 pm	Writing the Results and Discussion (Qualitative)	

Day 2: August 4, 2017

Time	Activity	Person/s in-charge
7:30 am – 8:00 am	Attendance	Ruby Aspuria
8:00 am – 8:10 am	MOL	c/o participants
8:10 am – 9:10 am	Workshop : Writing the Results and Discussion (Qualitative)	Resource Speaker Ms. Janet Lynn S. Montemayor Facilitators: SDRC
10:00 am – 10:15 am	Health Break	
10:15 am – 11:00 am	Presentation of outputs	Facilitator: Xylene Grail Kinomis Critiques: SDRC and Ms. Montemayor
11:00 am – 12 noon	Writing the Conclusions and Recommendations	Resource Speaker Ms. Janet Lynn S. Montemayor
12 noon – 1:00 pm	Health Break	
1:00 pm – 2:00 pm	Journal writing - Basic Format - Basic information to write / content	Resource Speaker Ms. Janet Lynn S. Montemayor
2:00 pm – 3:00 pm	Open forum and convening of participants with EPS per subject / specialization (form insights and feedback on teaching learning innovation, strategies and intervention done in action / basic research)	SDRC
3:00 pm – 3:15 pm	Health Break	
3:15 pm – 4:15 pm	Planning for the Division Wide Journal and Research Congress	SDRC
4:15 pm – 5:00 pm	Closing Program Nationalistic song and prayer Challenge Distribution of certificates Closing remarks Closing prayer	Ruby Aspuria NESTOR BOLAYO OIC - ASDS – SDO Benguet Rizalyn Guznian, Ed.D. CES – CID c/o CID

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Enclosure 2

**PARTICIPANTS FOR THE ENHANCEMENT TRAINING ON ACTION AND BASIC RESEARCH IMPLEMENTATION AND
MANUSCRIPT WRITING – PHASE 2**

Division / Office	Participants	Number
CID	Chief (1), PSDS/ Coordinating Principals (14), EPS (10), EPS II ALS (2)	27
SGOD	Chief (1), SEPS Planning and Research (1), SEPS SMM&E (1), SEPS HRD (1), AA (1), SMN EPS II (1), PDO -Joven Agtani	7
OSDS	SDS (1), ASDS (1), ITO (1)	3

TEACHER PARTICIPANTS					
1	Elioterio Tegan	Lepanto ES	29	Sebia Dayao	Saddle ES
2	Sarah S. Dino	Mankayan NHS	30	Helen Alveras	Alapang ES
3	Jacqueline A. Gabatino	Mankayan NHS	31	Beverly Banget	Acupan ES
4	Jardson Onio	Mankayan NHS	32	Clares B. Guminigin	Lepanto NHS
5	Josephine Wacnang	Mankayan NHS	33	Mary Jane Wakit	Goldfield ES
6	Dolores Fidel	Labinio-Aquisio ES	34	Estrella Tabdi	Loo NHS
7	Anisia Awas	Atok NHS	35	Immee A. Liwaliw	Karao ES, Bokod
8	Sebia Dayao	Saddle ES	36	Haydee S. Badol	Solomon Solano ES
9	Claire Balasin	Natubleng ES	37	Julia Bag-ayan	Kibungan NHS
10	Mary Jane Taynan	Bonglo ES	38	Josephine A. Molitas	Kibungan NHS
11	Decenia Cabacab	Lepanto NHS	39	Spencer C. Dao-anis	Kibungan NHS
12	Grve V, Bruno	Maximino Fianza Lopez	40	Claire Mayomis	Paoad ES
13	Danio Camodag	Lepanto ES	41	Edgar Tomino	AMPMNHS
14	Jomar Palileng	Loo NHS	42	Agustina Bao-idang	TSHI Main
15	Reynaldo Dicos	Atok NHS	43	Cherry ann Bayanes	Lepanto NHS
16	Joannie Haramain	AMP NHS	44	Jonah T. Laoyan	Ambongdolan ES
17	Ruth Ann Labinio	Labinio ES	45	Juliet Bas-ilan	Guinaoang NHS
18	Maribeth Buya-an	Talbino ES	46	Genevive Pugong	Sto. Nino ES
19	Loida A. Boslay	TSHI-Main	47	Lory Mayocycoc	Solomon Solano ES
20	Mary Jane Bayeng	Suyoc ES	48	Melinda Dulagan	Acupan ES
21	Ella Mae Peng-as	Alapang Camp Dangwa ES	49	Selvina Awisan	Guinaoang NHS
22	Clarita E Eddio	Eastern La Trinidad NHS	50	Gina Viteño	Goldfield ES
23	Mark Aljon E. Valenciano	TSHI-Main	51	Annaliza Calabias	EJ NHS-Bantic Annex
24	Eillen Ognaden	Talbino ES	52	Mary Ann S. Pacio	Naytokyab ES
25	Marcelita B. Soriano	Loo NHS	53	Karen L. Bosaing	CRSHS
26	Catherine Sacla	Labinio-Aquisio ES			
27	Rosita Bosantog	Catubong NHS			
28	Rosita Agnasi	Naytokayb ES			
School Heads / TIC / HTIC / HT PARTICIPANTS					
1	Leah Alos	Benguet NHS (science)	14	Merlyn Conchita de Guzman	Kamora NHS
2	Romel B. Lipas	Lepanto NHS (MAPEH)	15	Sharon Angupa	Tabeo NHS
3	Jane Cadias	Benguet NHS (English)	16	Georgina Ducayso	TSHI-Main
4	Jonalyn Palking	Mankayan (MAPEH)	17	Mildred Tuazon	Amposongan NHS
5	Michael Bisted	Bineng Annex (Math)	18	Josie S. Cayat	Tapsan ES
6	Jeffrey C. Japson	Mankayan NHS (Filipino)	19	Gerald Salda	Sablan National High School
7	Elvira Tubal	Itogon	20	Marilyn Tolbe	Baguio Gold ES
8	Vicenta Danigos	Sinipsip NHS	21	Teresita Tillama	EJMNHS Annex
9	Remy Dum-ao	Ligay ES	22	Bivian Cuh-ing	Ampucan NHS
10	Juliet Daganos	Taneg ES	23	Mana Estakio	Camp 30 NHS
11	Emily Bagayao	Sinacbat ES	24	Marilyn Zarate	Suyoc ES
12	Rosita Ce-ing	Adoyunan ES	25	Marilyn Tolbe	Baguio Gold ES
13	Lilian Ulep	Alapang Camp Dangwa			