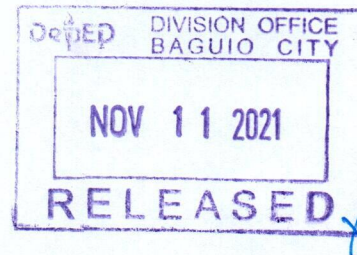




Republic of the Philippines  
**Department of Education**  
CORDILLERA ADMINISTRATIVE REGION  
SCHOOLS DIVISION OFFICE OF BAGUIO CITY



10 NOVEMBER 2021

DIVISION MEMORANDUM

No. 297, s. 2021

**RESEARCH WRITING COURSE AND SCHOOL RESEARCH  
COORDINATOR NAMES SUBMISSION**

To : All Schools Division Research Committee (SDRC)  
Division Research Technical Working Committee (TWG) Members  
Public Elementary and Secondary School Heads

1. Cognizant to strengthening and sustaining the culture of research, it is our great pleasure to inform that the Schools Division Office (SDO) of Baguio City through the Planning and Research Section and Human Resource Development Section under the Schools Governance and Operations Division (SGOD) will conduct a **Research Writing Course From 15 November 2021 to 6 December 2021** via zoom with this link: <https://tinyurl.com/BAGUIORWC2021>.
2. The Research writing course is open to all interested and aims to assist participants in crafting their research proposal for Basic Education Research Fund (BERF). As an output for the training, a research proposal must be submitted whether by individual or by group in order to complete the course. Without the completed output, no certificate will be issued.
3. Furthermore, since the research acceptance stipulated in Division Memorandum 49, S. 2021 has lapsed, this office through the Planning and Research Section is opening one day of receiving research proposals on **6 December 2021** with **5:00PM** as cut-off time, open for **course participants only**.
4. Interested participants must be pre-registered through: <https://tinyurl.com/RW2021REG> and must prepare initial research plan based on the PATAWID Framework to work on during the course (please refer to enclosure 3 of this memorandum for the guidelines).
5. This is also to request all public schools to complete the School Research Coordinators List through <https://tinyurl.com/SRCREG2021>.
6. In addition, there will be a Technical Working Group (TWG) meeting for the on **12 November 2021** at **4:00 PM** through this link: <https://tinyurl.com/TWCRW2021>.



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7. The link for the attendance during the training will be as follows:  
<https://tinyurl.com/RW2021ATTENDANCE> .
8. Immediate and wide dissemination of this Memorandum to all concerned is required.

**FEDERICO P. MARTIN, EdD, CEEd, CESO V**  
Schools Division Superintendent



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**PROGRAM MANAGEMENT COMMITTEE**

**A. PROGRAM MANAGEMENT COMMITTEE**

<b>Committees</b>	<b>Chair</b>	<b>Co-chair/s</b>
Overall Research Writing Course Focal	Ferry, Alejandro V.	Aglit, May Ann A.
Communication and Program	Bangse-il, Arian C.	Santos, Rose Ann G.
Certificates/ e-certificates	Galera, Maria Lorena A.	Santos, Jimmy S.
Technical	Harris Dizon Oliveros, Joseph	Dawaton, Jesse Lance S. Cabatic, Mark Ronald
Registration and Attendance	Fevie Cosi B.	
<b>DATE</b>	<b>DAILY OFFICERS</b>	<b>TECHNICAL ASSISTANCE PROVIDERS</b>
DAY 1 (Nov 15, 2021)	Alejandro Ferry	(to be identified during TWG meeting)
DAY 2 (Nov 19, 2021)	May Ann Aglit	
DAY 3 (Nov 20, 2021)	Jimmy Santos	
DAY 4 (Nov 23, 2021)	Arian Bangse-il	
DAY 5 (Nov 24, 2021)	May Ann Aglit	
DAY 6 (Nov 25, 2021)	Arian Bangse-il	
DAY 7 (Nov 27, 2021)	Rose Ann Santos	
DAY 8 (Dec 2, 2021)	Alejandro Ferry Rose Ann Santos	
DAY 9 (Dec 3, 2021)		
DAY 10 (Dec 6, 2021)		
Monitoring and Evaluation	Jocelyn Coldeg	Maria Lorena Galera



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**RESEARCH WRITING COURSE**

**RESEARCH WRITING RESOURCE SPEAKERS AND INDICATIVE MATRIX**

**I. RESOURCE SPEAKERS**

<b>NAMES</b>	<b>TOPICS</b>	<b>AGENCY</b>
REYNALYN T. PADSOYAN	The PATAWID Framework (Selecting a topic and formulating Research Questions, Basic VS Action Research, Research Title Do's and Don'ts) (For Qualitative and Quantitative)	SDO-BAGUIO CITY
LILYBETH BALUTO	Research designs Walkthrough (Quantitative/Qualitative/Mixed)	BCNHS-FORT DEL PILAR
JANE LICCOD	Sampling <i>Techniques</i> Data Collection Process Ethics	BCNSHS
LEO PETER DACUMOS	Quantitative Research Including Selecting and Performing Statistical Tools	PHILIPPINE SCIENCE HIGH SCHOOL
JOVY ROSE ABUDA	Qualitative Research	PINES CITY NATIONAL HIGH SCHOOL
REYNALYN T. PADSOYAN	Mixed Methods	SDO-BAGUIO CITY
MAY ANN AGLIT	Packaging Research Manuscripts (BERF and NON-BERF) Formatting based on Division Memos and other issuances	PINES CITY NATIONAL HIGH SCHOOL
ROSE ANN SANTOS	Process flow for BERF and NON-BERF	SDO-BAGUIO CITY
ARIAN C. BANGSE-IL	Citation and Referencing using APA 7 <sup>th</sup> Edition	JOSEFA CARINO ELEMENTARY SCHOOL

**II. INDICATIVE TRAINING MATRIX**

<b>TIME</b>	<b>November 15, 2021 (MONDAY) DAY 1</b>	<b>November 19, 2021 (FRIDAY) DAY 2</b>	<b>November 20, 2021 (SATURDAY) DAY 3</b>
8:00-3:00	<p><b>(WALKTHROUGH) REYNALYN T. PADSOYAN</b></p> <ul style="list-style-type: none"> <li>-The PATAWID Framework</li> <li>Selecting a topic and formulating Research Questions</li> <li>Basic VS Action Research</li> <li>Research Title Do's and Don'ts</li> <li>(For Qualitative and Quantitative)</li> </ul>	<p><b>(WALKTHROUGH) RESEARCH METHODOLOGY</b></p> <p><b>LILYBETH BALUTO</b></p> <ul style="list-style-type: none"> <li>Research designs</li> <li>(Quantitative/Qualitative/Mixed)</li> </ul> <p><b>JANE A. LICCOD</b></p> <ul style="list-style-type: none"> <li>Sampling <i>techniques</i></li> <li>Data Collection Process</li> <li>Ethics</li> </ul>	<p><b>(RESEARCH WRITING) (QUANTITATIVE)</b></p> <p><b>LEO DACUMOS</b> Philippine Science High School-CAR</p> <p>(Including selecting and performing statistical tools)</p> <ul style="list-style-type: none"> <li>Q&amp;A</li> </ul>



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3:00-5:00	<b>WORKSHOP (BREAKOUT ROOMS WITH TWCs)</b>		
	<b>November 23, 2021 (WEDNESDAY) DAY 4</b>	<b>November 25, 2021 (THURSDAY) DAY 6</b>	<b>November 27, 2021 (SATURDAY) DAY 7</b>
8:00-3:00	<b>(RESEARCH WRITING)</b>  <b>JOVY ROSE ABUDA QUALITATIVE</b>  Q&A  <b>November 24, 2021 DAY 5 (RESEARCH WRITING)</b>  <b>REYNALYN PADSOYAN Mixed Method</b>	<b>MAY ANN AGLIT and ROSE ANN</b> Pines City National High School 8:00-12:00 <ul style="list-style-type: none"> <li>• Packaging Research Manuscripts (BERF and NON-BERF)</li> <li>• Formatting based on Division Memos and other issuances</li> <li>• Process flow for BERF and NON-BERF</li> <li>• Q&amp;A</li> </ul>	<b>CITATION AND REFERENCING USING THE 7<sup>th</sup> EDITION OF APA</b>  <b>ARIAN BANGSE-IL</b> Josefa Carino Elementary School <b>(AM)</b>  <b>WORKSHOP (PM) DAY 8-10 WRITING 5:00PM of DAY 10 Deadline</b>
3:00 – 5:00 PM	<b>WORKSHOP (BREAKOUT ROOMS WITH TWCs)</b>		

	<b>November 23, 2021 (WEDNESDAY) DAY 8</b>	<b>November 25, 2021 (THURSDAY) DAY 9</b>	<b>November 27, 2021 (SATURDAY) DAY 10</b>
8:00-5:00	<b>WORKSHOP RESEARCH WRITING</b>  <b>5:00PM of DAY 10 Deadline</b>  <b>(TWC on STANDBY for Technical Assistance)</b>		



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**GUIDELINES ON INITIAL RESEARCH PLAN FOR PARTICIPANTS**

1. Since the training is output based, each participant must prepare an initial research plan (PAKAY and TANONG at PAMARAAN) based on the Baguio Research Framework PATAWID (Please complete the table below). The prepared plan will be subject to change and modification as the training takes place.

<b>BAGUIO RESEARCH FRAMEWORK PATAWID – Padsuyan, R. (2017)</b>	<b>Required for participants upon registration?</b>	<b>Please Complete</b>
<b>PAKAY</b> identified issues/concerns/gaps	YES	_____
<b>TANONG</b> at PAMARAAN Research Questions	YES	Research Questions: _____ _____ _____
<b>WARI</b> at <b>IMPLIKASYON</b> ng <b>DESISYON</b> Discussion of results, corroboration, implication, new knowledge and recommendation	NO	(Can be formulated during the training)

2. Participants may join the training as a group or as an individual researcher/s with maximum of three members.



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