

Department of Education

DIVISION OF MALAYBALAY CITY

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DepED-MALAYBALAY CITY DIVISION
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DIVISION MEMORANDUM

No. 473 , s. 2018

TO:

Assistant Schools Division Superintendent Chief Education Supervisors SGOD and CID Schools and District Research Coordinators

This Division

FROM:

REBONFAMUL R. BAGUIO Schools Division Superintendent

DATE:

September 21, 2018

SUBJECT:

DIVISION SHS STUDENTS RESEARCH CONGRESS 2018

- 1. This Office will hold the 2018 Division Research Congress on November 28-29, 2018 at Veranda, Casisang, Malaybalay City.
- 2. The gathering shall be highlighted by research presentations (oral and poster) of the Public Senior High School Students this Division.
- 3. Participants to this activity are the Schools Division Superintendent (SDS), Assistant Schools Division Superintendent (ASDS), Division Chiefs (CID, SGOD), Division SHS Coordinator, Senior Education Program Specialist-Planning and Research, Research Adviser, Research Coordinators in indicated schools (SHs) and Student Research Presenters.
- 4. Research competition shall be in Oral and Poster Presentations. Mechanics are found in the enclosures.
- 5. Each secondary school shall send two representatives one (1) for oral presentations and one (1) for poster presentation. Registration at the venue will start at 6:30 a.m. on November 28, 2018.
- 6. Transportation, and other incidental expenses relative to the participation of this activity shall be charged against local funds subject to the usual accounting and auditing rules while participants meals and accommodation will be charged from the Special Education Fund.
- 7. The following enclosures provide the details about the activity:

Enclosure No. 1 -Research Congress Guidelines

Enclosure No. 2 -Registration Form

Enclosure No. 3 -Criteria for Judging Best Paper

Enclosure No. 4 - Criteria for Judging Best Presenter

Enclosure No. 3 - Criteria for Judging Best Paper Enclosure No. 4 - Criteria for Judging Best Presenter

Enclosure No. 5 -Distribution of Participants Enclosure No. 6 -Proforma for Research Entry

Enclosure No. 7 -Indicative Schedule
Enclosure No. 8 -Working Committees

8. For clarification and information, please contact Vicente G. Senior Education Program Specialist, Planning & Research Section at 09778091156.

Encls.: As stated

Reference: DO No. 16, s. 2017

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

CONGRESS RESEARCH

PPRD/vince

GUIDELINES

- 1. Only entries submitted on the set deadline, November 16, 2018 (Friday), properly endorsed by the School Heads shall be considered for the presentation.
- 2. Entries in both oral and poster presentations shall be submitted in three (3) copies, properly labeled using the Research Proforma (Enclosure No. 6)
- 3. A total of 34 research entries shall be made available for presentation.
- 4. (Winners for each category)

Oral Cat: Best Paper (3 per theme); Best Presenter (1 per theme)

Poster: Best Poster (3 per theme); Best Paper (1 per theme)

Best Paper

 $1^{\rm st}$

 2^{nd}

 3^{rd}

Oral Category	Poster Category
l st	1 st
2 nd	2 nd
3 rd	3 rd
Special A	Award (Taken from 1 st to 3 rd)
Oral Category	Poster Category
Best Presenter per theme	Best Paper per Theme

- 5. The Best Presenter for Oral Presentation and the Best Poster for each theme in the two categories will receive Certificates of Recognition.
- 6. Judging shall be done following this criteria:

A.	Full Research in Hard Copy	<u>60%</u>
	Research	25%
	Clear Focus	20%
	Reasoning and Organization	25%
	Documentation	15%
	Writing Mechanics	15%
	TOTAL	100%

В.	Oral Presentation	<u>40%</u>
	Organization	40%
	Reasoning	30%
	Delivery	20%
	Stage Presence	10%
	TOTAL	100%

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C.	Poster Presentation	<u>40%</u>
	Organization	40%
	Content	30%
	Delivery	20%
	Stage Presence	10%
	TOTAL	100%

- 7. Presenters are advised to use vertical poster layout at 48 x 36 inches size. It includes the abstract, content and layout of the poster.
- 8. The following time frame for oral presentation shall be strictly observed:
 - > 10-15 minutes for oral presentation
 - > 5 minutes per panel reactor
- To enforce strict observance of the time, color coding scheme should be followed:

Green light - Start of the Presentation
 Yellow light - 5 minutes (warning)
 Red light - 8 minutes (stop)

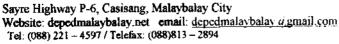
10. Each panel/reactor has to give recommendations on how the research findings can be replicated or utilized for policy directions, enhancement of existing programs and policy formulation for new innovative educational reforms.



REGISTRATION FORM

Size	School	Category	Theme
			<u> </u>
		:	
	.		
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	 ,		

Schools Division Superintendent





CRITERIA FOR JUDGING BEST PRESENTER

BEST PRESENTER

A. Organization (40%)

Is talk well-prepared? Is topic clearly stated? Is structure & scope of talk clearly stated in introduction? Is speaker summed up main points in conclusion? Is speaker formulated conclusions and discussed implications

B. Reasoning (30%)

Are the key concepts defined and presented in a clear way? Does the paper's argument follow a logical outline? Are the parts of the paper coherent? Are they logically connected?

Is information presented clearly? When appropriate, did the paper use statistics, tables, and/or graphs?

C. Delivery (20%)

Is information given consistently accurate? Are facts and calculations correct? Is the presenter responds well to questions? Is the presenter able to restate and summarize when needed? Is the presenter able to control flow of questions and focus of discussion? Is the presenter able to respond confidently?

Is visual aid prepared in professional manner? Is font large enough to be seen by all? Are contents well organized? Are main points stand out?

D. Stage Presence (10%)

Is the presenter manifests the following: Looked relaxed and confident? Controlled nervous hand movements? Used appropriate body language? Established good eye contact? Initially maintained eye contact throughout talk? Was aware of the audience response? Relaxed movement and posture?



CRITERIA FOR JUDGING BEST PAPER

BEST PAPER

A. Research (25%)

Does the paper contain enough information to back up its ideas? Are there enough sources of information? Are the sources reliable? Are they current? Are they varied and balanced, especially on controversial issues? When appropriate, has the paper used different types of sources such as books, journals, newspapers, interviews, or the internet?

B. Clear Focus (20%)

Is the topic clear? Is it relevant to the conference theme? Is it clearly introduced at the beginning of the paper? Are the body of the paper and its conclusion clearly related to the topic?

C. Reasoning and Organization (25%)

Are the key concepts defined and presented in a clear way? Does the paper's argument follow a logical outline? Are the parts of the paper coherent? Are they logically connected?

Is information presented clearly? When appropriate, did the paper use statistics, tables, and/or graphs?

D. Documentation (15%)

Is the information documented in the body of the paper? Are the sources cited in the APA Style? Are they in the right places?

Does the paper's "References" page list all the works cited in the paper and no other? Are they cited correctly?

E. Writing Mechanics (15%)

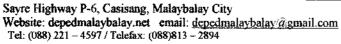
Is the paper free of grammatical, spelling, and typing errors? Are the sentences short, clear, and free of unnecessary jargon?

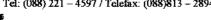
Reference: (DepEd Memorandum No. 168, s. 2012)



DISTRIBUTION OF PARTICIPANTS

DIVISION	SDS	ASDS	Division Chiefs (SGOD & CID)	SEPS- Research/ Research Coordinator	Research/teac her Adviser	Division SHS Coordina tor	SHS Coordinater	Student Presenters	TOTAL
Division Office	1	1	2	1		1			6
BNHS-main					1	<u>†</u>	1	4	6
BNHS- Imbayao					1			2	3
BNHS-Dalwangan					1	···	ī	2	4
MNHS-Main					1		1	2	4
MNHS-Miglamin					1			2	3
MNHS-Lalawan					1			2	3
Silae NHS					1		1	2	4
St. PNHS					1	-		2	3
SMAINHS					1		1	2	4
CIS					1		1	2	4
BIS					1		1	2	4
CNHS					1			2	3
CSHS					1		1	2	4
MCNHS					1			2	3
MCNSHS					1		1	2	4
Bagcud NHS					1		1	2	4
AMNHS							1		1
Staff									5
TOTAL									72







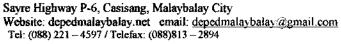
PROFORMA FOR RESEARCH ENTRY

Research	Proponent:
POSITION.	District:
	entation: Kindly check (/)
	Theme 1
	Theme 2
	Theme 3
	Theme 4
Pactor Dr	esentation: Kindly check (/)
	Theme 1
	Theme 2
	Theme 3
	Theme 4
	FULL VERSION OF THE RESEARCH PROJECT (Not exceeding 3,000 words)
Endorsed	by: (Schools Division Research Committee)



INDICATIVE SCHEDULE

Time	Day 1	Day 2		
6:30 a.m8:00 a.m.	Registration Breakfast			
8:00 a.m8:30 a.m.	Dicasiast			
8:30 a.m9:45 a.m.	Opening Program	Paper Presentation		
9:45 a.m-12:00 n.n.	Paper Presentation			
12:00 n.n1:00 p.m.	Lunch Break			
1:00 p.m2:00 p.m.	Gallery Walk: Poster Presentation	Gallery Walk: Poster		
2:00 p.m3:00 p.m.	Paper Presentation	Presentation		
3:00 p.m5:00 p.m.	1 apoi i resentation	Closing Program		





WORKING COMMITTEES

	WORKING COMM	
Committee	In charge	Responsibility
Program &		-Prepares and sends invitation
Invitation	Vicente G. San Miguel	letters and programs
		-Hosts the day to day activity
Awards &		- Prepare the certificates,
Certificates		tokens and awards
	Edelina M. Ebora	- Facilitates the lineup of
		awardees
		Sees the order of awardees
Registration		-Checks the daily attendance of
/Secretariat/		participants
Documentation		-Retrieves attendance sheets
		properly filled in
	Lucilyn M. Cahucom	-Coordinates with speakers and
	Rose Sias	judges as to arrival and
		departure
		-Arranges accommodation of
		guests and judges at the
		venue
		-Documents the day to day
		activities
Physical		-Puts up stage decorations for
Arrangement/		The whole event.
Stage Decoration		-Checks hall arrangement of
		the venue to suit with the
		activity
		-Labels tables of the 10
		divisions, judges,
		and guests
Reception		-Ushers participants to
Merchion		respective tables
	Marsfifth M. Mamawag	-Coordinates for leis of guests
		and judges
Multi-		-Takes charge of the ICT,
Media/Presentation	Paterno Padua Jr.	sound system and other
TATCHIA/T LESCHEATION	i accino i udua di.	related functions
Food &		-Monitors food handling and
	Rosie A. Salupado	food serving
Refreshment		
Evaluation	Edelina M. Ebora	Conducts Evaluation of the
		Activity.

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