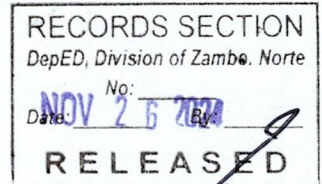




Republic of the Philippines
Department of Education

REGION IX
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE



Office of the Schools Division Superintendent

November 25, 2024

Division Memorandum

No. 647, s. 2024

2024 DIVISION RESEARCH CONGRESS INSTRUCTIONS

To: **Assistant Schools Division Superintendents**
SGOD, Chief Education Supervisor
Cid, Chief Education Supervisor
Public Schools District Supervisors
Schools Division Research Committee
District Research Committees
School Heads
All Others Concerned

1. The Schools Division of Zamboanga del Norte announces the holding of the 2024 Division Research Congress, to showcase the best research outputs and promote a research culture in the division, aligned to the thrust of the Department of Education in promoting evidence-based decision-making.
2. The date of the Division Research Congress shall be December 12-13, 2024, at the Atrium, Top Plaza Hotel Dipolog City. The first meal will be dinner on December 12, 2024, with the opening program the night before the oral presentation.
3. Researchers are advised to set up their tarp display on the day before the oral presentation at the venue. All Public Schools District Supervisors as Chairperson of the District Research Committee (DisRC) shall attend the congress leading the presenters in their district. The paper presenters are advised to prepare the **Research Abstract, Research Briefer** (tarp display), **PowerPoint presentation, and Full Paper**.
5. Attached is the list of pool of oral presentation panel, moderators, and Program Management Team (PMT). The presenters and room assignment shall be announced after the finalization of the list of submitted research outputs.
6. Travel and incidental expenses are chargeable against school funds, subject to the usual government auditing and accounting procedure.
7. Immediate dissemination of this Memorandum is desired.

LOURMA I. POCULAN EMD, CESO VI
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

SGOD-PRM/lapjr/2024ResCongress
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Address: Capitol Drive, Estaka, Dipolog City 7100 Tel. No.: (065) 212- 5843
Email: zn.division@deped.gov.ph Website: www.depedzn.net
FB: DepEd Tayo- Schools Division of Zamboanga del Norte



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Enclosure A

**INSTRUCTIONS FOR THE RESEARCH PAPER, RESEARCH BRIEFER, AND
POWERPOINT PRESENTATION**

The briefer shall be printed 5 ft.-high by 3 ft.-based tarpaulin with stand, to be displayed at the Congress Exhibit.

For the full paper, it shall have these contents:

- a. Abstract (250-300 words)
- b. Title of Research with Author/s
- c. Introduction/Rationale
- d. Research Questions
- e. Methodology
- f. Results and Discussions
- g. Conclusion/Recommendations/Action Plan
- h. Keywords. There must be at most seven (7) keywords which shall be included in the abstract.
- i. References

Use the typeface font of 12 - point Bookman Old Style. Submit **full paper** in word document format on A4 bond paper, using the Chicago Manual of Styles (CMOS) citation format.

Researchers shall prepare four (4) hard copies of the completed manuscript during the oral presentation.

Each presenter is given **15 minutes** per paper (*10 minutes presentation and 5 minutes question and answer*) and supported by power point presentation.

For the PowerPoint presentation, it shall have these contents:

- a. Title of Research with Author/s
- b. Introduction and Statement of the Problem
- c. Two-line Theoretical Background and Rationale of the study
- d. Research Paradigm
- e. Research Methodology (Sampling, Data Collection, Ethical Issues, Respondents, Instrument, Statistical Treatment)
- f. Findings, Conclusions, Recommendations
- g. Output of the Study (if Applicable)



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Enclosure B

2024 DIVISION RESEARCH CONGRESS POOL OF ORAL PRESENTATION PANEL

Anita D. Subebe	Nilda Y. Galaura	Gerwill R. Descallar
Arcelita B. Zamoras	Jalderita P. Dublico	Siegfred F. Tagupa
Grace T. Dela Cruz	Ervie A. Acaylar	Gecela T. Bayot
Leynie Boy G. Bellino	Jennifer T. Bulanon	Evanessa Z. Jutingo
Evelyn C. Labad	Daisy Flor Romaguerra	Sheena Jane B. Dabucon
Janet N. Recamara	Richard M. Baguio	Fhebe B. Selorio
Mary Rose S. Almirol	Mark C. Maravillas	Kirk B. Tanara

2024 DIVISION RESEARCH CONGRESS POOL OF MODERATORS

Shiela J. Galit	Genelyn N. Kho	Nipany Joy R. Alcaide
Therese June L. Ongcoy	Angelita B. Lumakin	Jessie M. Nava
Mark Luther Almonte	Bryan Ted Rapal	

2024 DIVISION RESEARCH PROGRAM MANAGEMENT TEAM (PMT)

Jerry C. Bokingkito	Chairperson
Leonido A. Pampilo Jr.	Event Manager
Giparel B. Elumba	Member
Hazel J. Ranjith	Member
Laisa Madel M. Cinches	Member
Joseph L. Pantoja	Member
Gekabel M. Maguinsay	Member
Eunice D. Janolino	Member
Arnold C. Pagente	Member
Noelito Gapol	Member
Randy M. Darcera	Member
Raffy T. Tabanao	Member
Johnny T. Almirol	Member
Hirtzel Bahian	Member
Joy Marie O. Labog	Medical Team
Josephine U. Dano	Medical Team



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