



Republic of the Philippines

Department of Education

Region VII, Central Visayas

**DIVISION OF CEBU PROVINCE**

Sudlon, Lahug, Cebu City



**August 3, 2018**

**DIVISION MEMORANDUM**

No. 531, s. 2018

**TRAINING-WORKSHOP ON ACTION RESEARCH FOR EDUCATION PROGRAM SUPERVISORS (EPSs), DISTRICT SUPERVISORS/OICs AND EPSAs**

**To: Assistant Superintendents  
Chiefs, CID and SGOD  
Division Supervisors/Coordinators  
District Supervisors/OICs  
Education Program Specialists II-ALS (EPSAs)**

1. This Office announces the conduct of the **Training-Workshop on Action Research for Education Program Supervisors (EPSs), District Supervisors/OICs and EPSAs** on August 15-17, 2018.
2. Participants to this activity are the Education Program Supervisors (EPSs), District Supervisors/OICs and Education Program Specialists II-ALS (EPSAs). Each participant is required to bring a laptop to the venue during the training-workshop.
3. The objectives of this activity are the following:
  - a. enhance knowledge, skills and attitudes (KSAs) in conducting Action Research;
  - b. document best practices via action research;
  - c. apply systematic solutions to concerns, issues, gaps and problems (CIGPs) through action research; and
  - d. design a research proposal.
4. Expenses for **accommodation, meals, snacks and training materials shall be chargeable against Division HRD Funds**, while traveling and other related expenses of District Supervisors/OICs are chargeable against **Division MOOE funds**, subject to availability and the usual accounting and auditing rules and regulations.
5. This Memorandum serves as participants' Authority to Travel.
6. Immediate dissemination of this Memorandum is desired.

**RHEA MARIA ANGTUD, Ed.D., CESO VI**  
Schools Division Superintendent

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**INSTRUCTIONAL DESIGN OF PROPOSED CONTINUING PROFESSIONAL DEVELOPMENT(CPD) PROGRAM**

- I. Course/Program Title: Action Research Seminar/Workshop
- II. Course/ Program brief Description: This will be a three-day Training/seminar of Teachers and school heads and PSDS for action Research. The participants to this training are the PSDS's. School Heads. And MT's
- III. Proposed PQF Level: Level 7
- IV. Particular Continuing Competencies

After the 3- day Training, the participants will be able to enhance their knowledge, skills and attitudes towards Action Research and Action. They will, be able to conduct their own action research

Specifically, they will be able to:

- 1. Document their best practices via action research
- 2. Equip systematic solution to classroom problems based on action research
- 3. Create research proposals for the school level.

V. Content/ Details:

Sub-topics Scheduled Dates and Time Allotment for every topic (in hours)	Area of CPD Activity (Ethics= 5 units Professional Development=40 CUs in compliance period)	Expected Learning Outcomes	Activities to Achieve Learning Outcomes	Assessment Strategies Including Assessment Tools	Requirements/Outputs	Resource Person
7:00 AM-8:00 AM- Registration						Secretariat/ Mrs. Agustina R. Albiso & Co.
8:01 AM-8:30 AM- Opening Program						

<b>8:31 AM-9:20 AM-</b> Research Management Guidelines Orientation	Ethics- 5 units						Dr. Cartesa M. Perico (ASDS)
<b>9:21 AM-12:00 NN-</b> The Quantitative Research( Introduced basic statistics	Professional Development 40CUS	Interpreted the data given	Introduction of Different Statistical Treatments for Quantitative Research	Statistical Data for Analysis and Interpretation	Sample Statistical Data	Dr. Pamela A. Rodemio (EPS- Mathematics)	
<b>12:01NN-1:12:59 PM</b>	LUNCH BREAK						
<b>1:00 PM-3:30 PM-</b> Ethical Consideration in Writing Research Proposals	Professional Development 40 CUS	Discussed ethics in research	Interactive Discussion	Consultative Activity	Solicited examples	Dr. Mary Ann P Flores (CID Chief)	
<b>3:30PM-5:00 PM</b> Quantitative vs. Qualitative research	Professional development	Differentiated the two general -type of research	Open discussion	Interactive generation of ideas	Sample titles of the two research types	Dr. RODERICT. GOLES (SEPS Planning)	

Day 2

<b>Sub-topics Scheduled Dates and Time Allotment for every topic (in hours)</b>	<b>Area of CPD Activity (Ethics= 5 units Professional Development=40 CUS in compliance period)</b>	<b>Expected Learning Outcomes</b>	<b>Activities to Achieve Learning Outcomes</b>	<b>Assessment Strategies Including Assessment Tools</b>	<b>Requirements/Outputs</b>	<b>Resource person</b>

<b>8:00 AM-9:00 AM-</b> Research Ethics	Professional Development	Gained Basic knowledge on research ethics	Open discussion	Interactive discussion	Action research proposals applying ethical standards	Dr. Novie. O Mangubat (Chief SGOD)
<b>9:00 AM- 12:00 NN-</b> Crafting the Action Research	Professional Development 40 CUs	Written an action research proposal	The action Research Format	Crafting of the Action Research Proposals	Action Research Proposals	Dr. Roderic T. Goles (SEPS-Planning & Research)
<b>12:01NN-1:00 PM</b>	LUNCH BREAK					
<b>1:01 PM-5:00 PM</b> The Action Research Consultative Session & Critiquing	Professional Development	Approved Action Research Titles	Critiquing and finalizing action research titles	Cluster Presentation of Research Titles with the Three ASDS's	Approved Action Research proposals	Cluster I Dr. Ester A. Futalan, Cluster II Dr. Cartesa M. Perico, Cluster III Dr. Leah B. Apao

Day 3

<b>Sub-topics Scheduled Dates and Time Allotment for every topic (in hours)</b>	<b>Area of CPD Activity (Ethics= 5 units Professional Development=40 CUs in compliance period)</b>	<b>Expected Learning Outcomes</b>	<b>Activities to achieve learning Outcomes</b>	<b>Assessment strategies including Assessment Tools</b>	<b>Requirements/Outputs</b>	<b>Resource person</b>

<b>8:00 AM-10:00 AM-</b> <b>Presentation of a complete action research</b>	<b>Professional Development 40 CUs</b>	Presented a Complete Action Research	Gathering tips on how to complete an action research	Consultative and Interactive Session	Complete Action Research Presentation	Buenabel D. Capuras (Bantayan CS MT1)
<b>10:00AM- 12:00 NN</b> Presentation of Research Proposals	Professional Development	Finalized and approved Action Research Proposals	Oral presentation of the Complete Action Proposals	Presentation of the Complete Action Research	Final copy of the action Research Proposals	By action research Participants w/ Dr. Margarita Nierra
<b>LUNCH BREAK</b>						
<b>12:00 NN- 1:00 PM</b>						
<b>1:00PM- 2:00PM-</b> Submission of clean copies of action research proposals	Professional Development	Printed Clean copies of action research proposals	Submission of clean copies of action Research Proposals	Clean copies of action research proposals	Approved, Final and Clean Copies of Action Research Proposals	Dr. Roderic t. Goles
<b>2:00 PM-3:00PM</b> Wrap-up	Professional Development					Mrs. Agustina R. Albiso (Planning office III)
<b>3:00 PM-5:00PM</b> Closing Program&distribution of certificates of appearance						

- VI. Financial Projection:
- A. Expected Number of Participants: 165
  - B. Proposed charge for the Participants: Free