



Republic of the Philippines  
DEPARTMENT OF EDUCATION  
**CORDILLERA ADMINISTRATIVE REGION**

Wangal, La Trinidad, Benguet, 2601  
Website: [www.depedcar.ph](http://www.depedcar.ph) | Email: [car@deped.gov.ph](mailto:car@deped.gov.ph)



April 26, 2018



REGIONAL MEMORANDUM

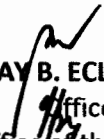
No. 135.2018

DEPED-CAR Time: \_\_\_\_\_

**SUBMISSION OF COMPLETED RESEARCH STUDIES UNDER BERF FUNDING**

TO: Regional Office Division Chiefs / Officers-In-charge  
Schools Division Superintendents  
All Schools Divisions  
Others Concerned

1. Relative to the implementation of DepEd Order No. 16, s. 2017 entitled "**Research Management Guidelines**", the Department aims to set up mechanisms to archive all completed education researches. This will ensure the availability of evidence to support governance strategies on the department's priorities. Research results will support policy development, frameworks, program and project implementation, plan preparation, training program design, and development of instructional materials, among others.
2. In connection to this, all divisions, through the Policy, Planning and Research Division (PPRD), are directed to submit completion reports in two (2) hardcopies (for COA and PPRD); and e-copies (Microsoft Word and PDF) following the format specified in Annex 2. Completed Research Report Templates, Annex 3. Requirements for Research Abstract of the RM No. 145 s. 2017 and samples of title page and financial report.
3. It is understood that all completion reports submitted to this Office are **reviewed and approved** by the Division Research Review and Evaluation Committees (DRREC).
4. Kindly submit the said documents to the PPRD and softcopies through email at [pprdrberf.depedcar@gmail.com](mailto:pprdrberf.depedcar@gmail.com) not later than **May 09, 2018**. For inquiries please call at telephone number (074) 422-9590.
5. For your appropriate action.

  
**MAY B. ECLAR, Ph.D., CESO V**  
Officer-In-Charge  
Office of the Regional Director

Enclosures: as stated  
PPRD/PDE/cpp

Contact Numbers (Area Code: 074):

Office of the Regional Director	422-1318	Administrative Division	422-1804	CLMD	422-7096	HRDD	422-9590
Fax	422-4074	Cash Section	423-2215	LRMDS	422-0615	NEAP-R	422-5500
Office of the ARD	422-9590	Payroll Section	424-3993	ESSD	423-2218	PPRD	422-9590
ICT Unit	422-1318	Records Section	423-2213	Finance Division	422-5155	QuAD	422-5187
Public Affairs Unit	422-1318	Supply Section	422-2198	FTAD	424-5187	COA	422-7434
Legal Unit	423-2214	General Services Unit	422-1804				

COMPLETED RESEARCH STUDIES (Completion Reports Submitted to RO as of April 26, 2018)

	Proponent	SDO	Title of Research Study
1	Angway, Irene S.	Mountain Province	Comparing Performance of Camp Conrado Balweg Elementary School and Naneng National High School-Mosimos Extension Using Appreciative Inquiry Approaches
2	Taqued, Ethielyn E.	Regional Office	Indigenous Knowledge Systems and Practices (IKSP): Essential Support to Coordinated and Integrated Access to Disaster and Risk Reduction Management in the Cordillera Administrative Region CIA-DRMM
3	Bersamina, Jaeriel R.	Abra	Social Media Consumption of the Elementary Teachers in the Schools
4	Boslay, Loida B.	Benguet	MinUltimate Challenges: A Grade 9 Physics Problem Solving Competency Intervention
5	Bayeng, MaryJane B.	Benguet	"Kutingting Ko, Adal Ko" in the Mastery Level of Grade V Science Least Learned Competencies
6	Peng-as, Ellamae U.	Benguet	MultiMedia-Aided Instruction: An Intervention to Improve the Reading Comprehension Skills of Alapang- Camp Dangwa Elementary School Grade Four Pupils
7	Eddio, Clarita E.	Benguet	Improving Performance of Grade 11 Students in General Mathematics through Mathionizer
8	Valenciano, Mark Aljon E.	Benguet	Drive in the Communication Arena: A Task-Based Module to Uplift TSHI-Main Grade 11 Automotive Servicing Students' Oral Competence
9	Dacwag, Roselyn T.	Benguet	The Study-Buddy System on Homework Turn-Out
10	Lanas, Alfredo B.	Abra	Computer Competence of Teachers in Lagangilang District
11	Bayanes, Lani G.	Benguet	Enhancing the Higher Order Thinking Skills of TSHI-Main Grade 12 General Academic Strand Students Through Question Formulation Techniques
12	Bruno, Grace V	Benguet	Localizing Mathematical Concepts to Enhance Problem Solving Competency in Grade Two
13	Pasino, Evelyn F.	Mountain Province	Will the Fluency Development Lesson Improve the Reading Fluency of Grade V Pupils?
14	Banaken, Charlyn P.	Mountain Province	Use of YouTube Video Clips to Address the Least Learned Skills in Reproductive System of Human, Animals, and Plants
15	Buyagan, Helen D.	Mountain Province	Use of Innovative Math Board Game in Teaching Addition and Subtraction of Fractions
16	Domong-as, Beatriz R.	Mountain Province	Guided Reading to Develop Learners' Reading Ability of Grade Four Pupils
17	Las-egan, Carolyn L.	Mountain Province	Writing Stimulus for Grade Five Learners
18	Kugalay, Arlene L.	Mountain Province	Contextualized Activity Manual: Its Effect on the Skills of Pupils in Solving Word Problems in Mathematics 3
19	Torres, Norlyn B.	Baguio City	Daily 5 - Minute Language Drills in Improving Reading Fluency and Reading Comprehension of Grade 8 Learners
20	Fidel, Dolores G.	Benguet	"Password: Access" in the Comprehension Competence of Grade Six Pupils
21	Basali, Adeline W.	Baguio City	Academic Achievement of Grade Four Pupils in Solving Multistep Word Problem through Worksheet with Cooperative Learning
22	Kunayon, Zenaida L	Baguio City	Implementation of Inclusive Education in the Public Elementary Schools of Quezon District
23	Ticag, Melchor B.	Baguio City	Psycho-Social Experiences of Students in Math Quiz Bee Participation

## **Annex 2. COMPLETED RESEARCH REPORT TEMPLATES**

### **A. BASIC RESEARCH REPORT**

- TITLE PAGE
- ABSTRACT
- ACKNOWLEDGEMENT
- TABLE OF CONTENTS
  - INTRODUCTION OF THE RESEARCH
  - LITERATURE REVIEW
  - RESEARCH QUESTIONS
  - SCOPE AND LIMITATION
  - RESEARCH METHODOLOGY
    - Sampling
    - Data Collection
    - Data Analysis
    - Ethical Issues
  - RESULTS AND DISCUSSION
  - CONCLUSION AND RECOMMENDATION
  - DISSEMINATION AND ADVOCACY PLANS
  - REFERENCES
  - FINANCIAL REPORT
  - Appendices

### **B. ACTION RESEARCH REPORT**

- Title Page
- Abstract
- Acknowledgement
- Table of Contents
  - CONTEXT AND RATIONALE
  - ACTION RESEARCH QUESTIONS
  - INNOVATION, INTERVENTION, AND STRATEGY
  - ACTION RESEARCH METHODS
    - Participants and / or other Sources of Data and Information
    - Data Gathering Methods
    - Data Analysis
    - Ethical Issues
  - DISCUSSION OF RESULTS AND REFLECTION
  - CONCLUSION AND RECOMMENDATION
  - ACTION PLAN
  - REFERENCES
  - FINANCIAL REPORT
  - Appendices

### **\*REQUIREMENTS FOR COMPLETION REPORTS**

- Research papers must be of Arial font and size of 11 pt. It must also be typed double-spaced on a standard A4 paper with 1.5" left margin and 1" on the other sides.
- Completion reports to be submitted in the Regional Office will be in 2 copies in an A4 brown folder (for COA and PPRD); and Microsoft Word and PDF copies.



**DRIVE IN THE COMMUNICATION ARENA: A TASK-BASED MODULE TO UPLIFT  
TSHI-MAIN GRADE 11 AUTOMOTIVE SERVICING STUDENTS' ORAL  
COMPETENCE**

**An Action Research Submitted to the Department of Education  
Cordillera Administrative Region under the  
Basic Education Research Fund  
School Year 2017-2018**

**Submitted by:**

**MARK ALJON E. VALENCIANO  
Teacher III  
Tublay School of Home Industries (TSHI)- Main  
Acop, Caponga, Tublay, Benguet  
Benguet Division**

**JUNE 25, 2017**  
*(date of submission at the division office)*

**FINANCIAL REPORT**

<b>A. Supplies and Materials</b>						
Activity	Item	Unit	Quantity	Estimated Cost	Total estimated cost	
Implementation of the study and Preparation of Research Papers, Instructional Materials/Worksheets, and other documents	A4 Bond Paper	ream	10	150.00	1,500.00	
	A4 Folder Tagboard with fastener	pc	20	10.00	200.00	
	Printer Ink Black	bottle	6	300.00	1,800.00	
	Printer Ink Cyan	bottle	3	300.00	900.00	
	Printer Ink Magenta	bottle	3	300.00	900.00	
	Printer Ink Yellow	bottle	3	300.00	900.00	
	Cartolina	pc	10	10.00	100.00	
	Colored pens	packs	5	30.00	150.00	
	Colored paper short	ream	3	150.00	450.00	
Oil pastel	box	5	150.00	750.00		
<b>B. Domestic Travel Expenses</b>						
Coaching / TA for the finalization of the research paper	Aguid ES, Sagada Mt. Province to RO	Back & Forth	1	440.00	440.00	
Orientation and Signing of MOA	Aguid ES, Sagada Mt. Province to RO	Back & Forth	1	440.00	440.00	
Submission of deliverables	Aguid ES, Sagada Mt. Province to RO	Back & Forth				
	1st deliverables		1	440.00	440.00	
	last deliverables		1	440.00	440.00	
<b>C. Food and other incurred expenses during the conduct of research</b>						
Coaching / TA for the finalization of the research paper	Aguid ES, Sagada Mt. Province to RO	meal/s	3	100.00	300.00	
Orientation and Signing of MOA	Aguid ES, Sagada Mt. Province to RO	meal/s	3	100.00	300.00	
Submission of 1st deliverables	Aguid ES, Sagada Mt. Province to RO	meal/s	3	100.00	300.00	
Submission of last deliverables	Aguid ES, Sagada Mt. Province to RO	meal/s	3	100.00	300.00	
Snacks of learners during implementation of the study	Snacks	pax	25	50.00	1,250.00	
<b>D. Reproduction, Printing, and Binding Cost</b>						
Photocopy of worksheets / pretest	5 pages x .50 cents	set	25	2.50	62.50	
<b>E. Communication Expenses</b>						
During Implimentation and Preparation of Research papers and other documents	Cellphone Load		3	300.00	900.00	
	Internet Load		3	300.00	900.00	
<b>F. Other Expenses</b>						
Coaching / TA for the finalization of the research paper	Accomodation		1	400.00	400.00	
Orientation and Signing of MOA	Accomodation		1	400.00	400.00	
Submission of deliverables (2)	Accomodation		2	400.00	800.00	
Total Amount:					<b>15,322.50</b>	