



Republic of the Philippines
Department of Education
 REGION II – CAGAYAN VALLEY
 SCHOOLS DIVISION OF NUEVA VIZCAYA

13 August 2024

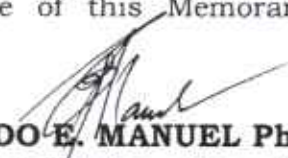
DIVISION MEMORANDUM

No. 3/8 , s. 2024

**IMPLEMENTATION OF BASIC AND ACTION RESEARCHES FOR SY 2024 – 2025
 UNDER THE PROJECT EduCREATE 3.0 (Educational & Comprehensive
 Research Advancement for Teachers' Engagement)**

To: Officer-in-Charge, Assistant Schools Division Superintendent
 Chief - School Governance and Operations Division
 Chief - Curriculum Implementation Division
 Public Schools District Supervisors/District In-Charge
 Public Elementary and Secondary School Heads
 Schools Division Research Committee and Technical Working Group Members
 Teachers and Master Teachers
 All others concerned

1. DepEd Order No. 16, S. 2017 known as the "Research Management Guidelines" emphasizes the roles and duties of the Schools Division Research Committee (SDRC) in providing technical assistance to research proponents in the schools, district or division office. In line with this, the SDRC announces the implementation phase of the approved action and basic researches under Project EduCREATE 3.0 for SY 2024-2025.
2. Proponents are directed to follow the scheduled timeline for the conduct of action and basic research for this current school year and to document all proceedings in the conduct of data gathering for the basic and action research.
3. Schedule of data gathering activities for SY 2024-2025 is attached to this memorandum for reference.
4. For action researchers, you are advised to record all results of the formative assessment and activities from the intervention for analyses purposes. While, for basic researchers you are advised to ensure that research tools are quality assured prior to the conduct of actual gathering.
5. Further, researchers are directed to observe ethical standards and procedures in the conduct of data gathering as prescribed by the RMG.
6. Immediate dissemination and compliance of this Memorandum to all concerned is directed.


ORLANDO E. MANUEL PhD, CESO V
 Schools Division Superintendent

08-1024-219

Inclosure: As stated
 Reference: D.O No. 16, s. 2017, D.O No. 39, s. 2016
 To be indicated in the perpetual index under the following subjects:
 Basic/Applied Research Research Management Research Agenda



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Annex B.1: Timeline in the Implementation of Action Research Projects

Activities	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan
1. Participation to the Project EduCREATE for research proposal writing										
2. Improvement of research proposal based on the training										
3. Conduct of mock defense										
4. Integration of recommendations/suggestions based on QCC										
5. Uploading of the improved research proposal										
6. Development of tools/pre-post test/ interventions, interview guides										
7. Validation of research instruments (interventions, pre-post test)										
8. Integration of the results of validation in the manuscript										
9. Revision of instruments, if necessary										
10. Submission of complete manuscript for permit to conduct										
11. Conduct of the pre-testing or pilot testing for basic research										
12. Implementation of the intervention, strategy or innovation (for action)										
13. Conduct of post-testing / conduct of data gathering through survey										
14. Conduct of interview, if necessary										
15. Consolidation of gathered data										
16. Initial analysis of data										
17. Participation to Data analysis training										
18. Completion of manuscript										
19. Finalization of research project										
20. Submission of research project for acceptance										

**schedule may vary depending on the nature and scope of research study*



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Annex B.2: Timeline in the Implementation of Basic Research Projects

Activities	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan
1. Participation to the Project EduCREATE for research proposal writing										
2. Improvement of research proposal based on the training										
3. Conduct of mock defense										
4. Integration of recommendations/suggestions based on QCC										
5. Uploading of the improved research proposal										
6. Development of research tools and interview guides										
7. Validation of research instruments										
8. Integration of the results of validation in the manuscript										
9. Revision of instruments, if necessary										
10. Submission of complete manuscript for permit to conduct										
11. Conduct of pilot testing										
12. Conduct of interview, if necessary										
13. Consolidation of gathered data										
14. Initial analysis of data										
15. Participation to Data analysis training										
16. Presentation in the Conference										
17. Completion of manuscript										
18. Finalization of research project										
19. Submission of research project for acceptance										

**schedule may vary depending on the nature and scope of research study*