



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF PANABO CITY

Office of the Schools Division Superintendent

DIVISION MEMORANDUM
SGOD 2024-0369

To : Assistant Schools Division Superintendent
Chief of the Schools Governance and Operations Division
Chief of the Curriculum Implementation Division
Public School District Supervisors
Education Program Supervisors
Elementary and Secondary School Administrators
School Research Coordinators
All concerned

Subject: **DISSEMINATION OF THE ACTION RESEARCH TOOLKIT**


Date: August 6, 2024

Attached is Regional Memorandum PPRD 2024-093 titled *Dissemination of the Action Research Toolkit*, contents of which are self-explanatory.

The Action Research Toolkit can be accessed through this link:
<https://bit.ly/ActionResearchToolkit>.

Should there be any concern, you may contact Erick S. Dalumpines EdD, SEPS for Planning and Research at email address erick.dalumpines@deped.gov.ph.

For information and guidance.


JINKY B. FIRMAN PhD, CESO VI
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

Enclosed as Stated
SGOD/ABA/ESD

RELEASED

AUG 07 2024

RECORDS SECTION: SDO PANABO CITY
BY 



Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

REGIONAL MEMORANDUM
PPRD-2024- 093

To: Schools Division Superintendents

Subject: DISSEMINATION OF THE ACTION RESEARCH TOOLKIT

Date: July 31, 2024

Relative to Memorandum re "Dissemination of the Action Research Toolkit" from Noel T. Baluyan, Assistant Secretary for Administration, Officer-In-Charge, Planning Service dated July 9, 2024, this Office disseminates the Action Research Toolkit (Teacher and Facilitators Guide) which can be accessed through <https://bit.ly/ActionResearchToolkit>.

Queries can be channeled to Jomar Boy A. Cuyos, Education Program Specialist II through the Policy, Planning, and Research Division.

Immediate dissemination of this Memorandum is highly desired.

ROP4/jbac

ALLAN G. FARNAZO
Director

DEPARTMENT OF EDUCATION - RO,
RECORDS SECTION
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By: [Signature]
Date: 8.5.24 Time: 2:48 PM

Republic of the Philippines
Department of Education
PLANNING SERVICE


DEPARTMENT OF EDUCATION
TECHNOSYSTEM

By:  34870
Date: 7/7/24 2:51

MEMORANDUM

FOR: All Regional Directors
All School Division Superintendents

THROUGH:  **NOLASCO A. MEMPIN**
Undersecretary for Administration

FROM:  **NOEL T. BALUYAN** Baluyan
Noel
Tamdog
DepEd Order No. 47, s. 2017
144155 (2017)
Assistant Secretary for Administration
Officer-in-Charge, Planning Service

SUBJECT: **DISSEMINATION OF THE ACTION RESEARCH TOOLKIT**

DATE: July 09, 2024

The Department of Education (DepEd) continues to strengthen the culture of research and evidence-based decision-making in basic education. It issued DepEd Order 16, s. 2017, otherwise known as the Research Management Guidelines (RMG), and its amendment, DepEd Order No. 26, s. 2021, to establish a comprehensive framework for managing research, including the Basic Education Research Fund (BERF), and continues to encourage teachers and personnel to conduct research for policy and program development.

The Department recognizes the pivotal role of action research in improving teaching and learning processes for quality education. Corollary to this, DepEd Order No. 47, s. 2017 also known as the Philippine Professional Standards for Teachers (PPST), particularly Domain 1, Strand 2, highlights the importance of research-based teaching and learning.

Consistent with these policies, the Department, in collaboration with the concluded Basic Education Sector Transformation (BEST) Program, developed a package for the discussion of action research particularly during LAC sessions. To maximize its use and incorporate updates on education research practice, the Planning Service-Policy Research and Development Division (PS-PRDD) has updated the toolkit for use in general learning sessions/activities.

With this, this office hereby disseminates the Action Research Toolkit for research-related and other learning and development activities to aid teachers and researchers with basic concepts in conducting action research, provide a venue for sharing of action research practices, and utilize learning to improve teaching and learning processes.

The toolkit contains the following 23 modules, with a set of facilitator's and teacher's guides in each:

Number	Title
1.0	Action Research Defined
2.1	Implementation of Action Research
2.2	Generating Topics for Action Research
2.3	Formulating Research Questions
3.1	Experimental Design
3.2	Qualitative Design
3.3	Causal Comparative Design
3.4	Correlational Design
3.5	Survey Research
4.1	Sampling
4.2	Paper and Pencil Instrument
4.3	Data Collection through Interview
4.4	Observation Data Collection
4.5	Document Analysis
5.1	Preparing Data for Analysis
5.2	Quantitative Analysis Part I: Descriptive Statistics
5.3	Quantitative Analysis Part II: Inferential Statistics
5.4	Qualitative Analysis
6.1	Preparing the Action Research Proposal
6.1.1	Worksheet for Action Research Report
6.2	Writing the Action Research Report
6.2.1	Worksheet for Action Research Report
6.3	Tips in Writing an Action Research Report

The Facilitator's Guide contains a script, a list of recommended activities, and discussions of key concepts in conducting action research for facilitators, which can be delivered during learning sessions. Meanwhile, the Teacher or Researcher's Guide contains samples and exercises which teachers and/or researchers can perform to reinforce their understanding of research concepts. These modules can be used through self-paced or self-directed learning as well as reference materials during the conduct of Learning Action Cell (LAC) and other learning sessions. Further, the conduct of learning sessions/activities shall be based on the Learning and Development (L&D) needs of the teachers.

The modules can be accessed through this link: <https://bit.ly/ActionResearchToolkit> and also available at the DepEd's official research portal, E-Saliksik, through this link: <https://e-saliksik.deped.gov.ph>.

Per DepEd Order 16 s. 2017, research managers across governance levels and researchers are highly encouraged to use these modules in providing technical assistance and capacity building to researchers and teachers in developing and conducting action research.

For queries, clarifications and other concerns, kindly contact PS-PRDD through email address: ps.prd@deped.gov.ph and/or telephone number (02) 8633-7257.