



Republic of the Philippines  
**Department of Education**  
REGION IV- A CALABARZON  
CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

18 July 2025

DIVISION MEMORANDUM  
No. 475 s. 2025

**SUBMISSION OF FULL MANUSCRIPT FOR THE 2025 QUEZON  
EDUCATORS' RESEARCH CONVENTION**

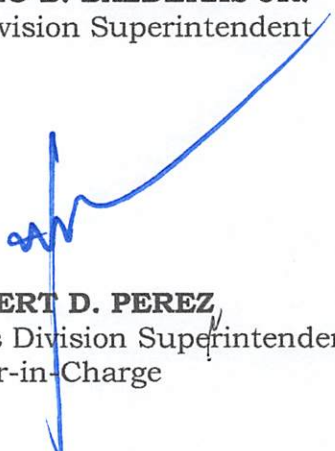
To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
Heads, Public Elementary and Secondary Schools  
Heads, Unit/Section  
All Others Concerned

1. Relative to **Division Memorandum No.439, s. 2025** titled **Featured Research Presentation for the 2025 Quezon Educators' Research Convention**, and in line with **DepEd Order No. 16, s. 2017**, titled "**Research Management Guidelines**," which mandates the establishment of mechanisms for the dissemination of research results, this Office, through the Planning and Research Section, informs all concerned of the **submission of full manuscript and other requirements** for the poster and oral research presentation **on or before July 25, 2025** through <https://tinyurl.com/QERC2025Tayabas>.
2. The complete list of research presenters found in **Enclosure 1** who will participate in the said activity at the Quezon Convention Center, Lucena City are expected to submit the soft copy of the following using the given link:
  - a. PowerPoint point presentation of the research (for oral presenter)
  - b. Poster presentation of the research (in an outline format; for poster presenters)
  - c. Full manuscript of the completed research (Please refer to Enclosure 2- Regional Writing Guideline for the format, and Enclosure 3- Parts of Completed Research Paper)
  - d. Two (2) QR Codes: One linking to the full manuscript and another to the suggested citation for the paper.
3. Clarifications and queries shall be coordinated with Ms. Regicelle D. Cabaysa, OIC-Senior Education Program Specialist for Planning and Research through email [tayabascity.sgod.prs@deped.gov.ph](mailto:tayabascity.sgod.prs@deped.gov.ph).
4. Immediate dissemination of this Memorandum is hereby desired.

For:

**CELEDONIO B. BALDERAS JR.**  
Schools Division Superintendent

By:

  
**HERBERT D. PEREZ**  
Assistant Schools Division Superintendent  
Officer-in-Charge

Encl.: As stated

Reference: Division Memorandum No.439, s. 2025

To be indicated in the Perpetual Index  
under the following subjects:

2025 QUEZON EDUCATORS'  
RESEARCH CONVENTION

SGOD-submission of full manuscript for the 2025 quezon educators research convention  
SGOLM14I-003180/July 18, 2025



Enclosure 1 List of Presenters

**Oral Presenter**

1	Improving Reading Skills Among Struggling Learners in Grade 2 Through Khan Academy Kids	Haizel P. Reyes	Dapdap Integrated School
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**Poster Presenters**

1	We rise by lifting each other: Strengthening Inquiry Based Learning in Science Through Lesson Study	Michael Leonard D. Lubiano	SDO Tayabas City
2	The Use of Skills Inventory in Relation to Grade 10 Students' Preferences for Strands in Senior High School	Gregorio Constantino Rosemarie I. Landicho Ronald P. Reaviles	Luis Palad Integrated High School
3	Improving Students' Performance in Simplifying Radical Expression Through Strategic Intervention Material (Sim)	Sherelyn S. Alcantara	Luis Palad Integrated High School
4	Utilization Of Folk Songs in Capability-Building and Character-Building of The Learners of Music in Hunan Province: Basis for Adoption in Values Education of The Philippines	Montano L. Agudilla Jr.	SDO Tayabas City
5	Exploring Factors of Learners' High Learning Outcomes in Values Education and Behavioral Outcomes	Joseph Jay U. Aureada	SDO Tayabas City
6	Teaching Two Grades in One Class: Challenges, Practices, and Trajectories for Multigrade Teachers on The Matatag Curriculum and Melcs	Mikael Sandino T. Andrey	SDO Tayabas City
7	Analyzing Learners' Performance of Mathematics in a Quiz Competition	Jerome A. Chavez	SDO Tayabas City
8	Intensifying Reading Comprehension of Grade Six Pupils Through Ladderized Technique	Jean Rose S. Gonzaga	Tayabas West Central School II
9	Impact of Grade 7 Araling Panlipunan Lesson Study on Student Learning	John Carlo Leynes Renilda Javal Mirasol Reyes	Luis Palad Integrated High School
10	Implementation of Grade 8 Araling Panlipunan Lesson Study: A Strategy to Improve Students' Academic Achievement	Ma. Aillen A. Averilla Reniel Fabella Michelle Anne Lubiano	Luis Palad Integrated High School
11	Enhancing Socio-Emotional Development in Grade Iv Pupils Through Classroom Guidance Program	Akeem Aron P. Valdeavilla	Mate Integrated School

12	Improving Literacy and Numeracy Skills of The Grade 3 Pupils Through Project Multiply Literates	La Trisha R. Dalit	SDO Tayabas City
13	Improving Reading Comprehension Through A- Passage-A-Day Strategy (Apads)	Loregen P. Gapasangra	West Palale Elementary School
14	Enhancing The Reading Level of Grade 3 Learners in Talolong Integrated School Through Net'based Short Stories	John Renyl D. Oabel, Gerlyn M. Oabel, Wenchie S. Sagunto	Talolong Integrated School
15	Improving Word Recognition Skills of Grade 3 Leaners Using Text-To-Speech Assistive Technology	Jay Mark C. Pabelonia	Lalo Elemntary School



Enclosure 2

**Regional Research Writing Guidelines  
(for BERF and Non-BERF Research Papers)**

**GENERAL GUIDELINES**

Use the following format when writing the research paper body:

1. Paper: Use A4 size (8.3 x 11.7 inches).
2. Font:  
Style: Bookman Old Style  
Size:
  - Title: 14 points
  - Subtitle: 13 points
  - Body: 12 points
3. Margins: Set all page margins to 1 inch.
4. Spacing: Double-space all text, including headings.
5. Paragraph Indentation: Indent the first line of every paragraph by 0.5 inches.
6. Paragraph Alignment: Justify all paragraphs.
7. Page Numbers: Include a page number in the upper right-hand corner of every page (font size: 10 points).
8. Running Head: Place a shortened version of the title in the upper left-hand corner (font size: 10 points, sentence case) on all pages except the title page.
9. Headings and Subheadings:  
Use APA-style headings (Levels 1-5) to organize sections and improve readability:
  - Level 1: Centered and boldfaced.
  - Level 2: Left-aligned and boldfaced.
  - Level 3: Left-aligned, boldfaced, and italicized.
  - Level 4: Indented, boldfaced, and ending with a period.
  - Level 5: Indented, boldfaced, italicized, and ending with a period (American Psychological Association [APA], 2020).

Level 1	APA Heading Format (7 <sup>th</sup> ed.)
1	<b>Centered, Bold, Title Case</b> Text begins on a new line (indent first line).
2	<b>Left-aligned, Bold, Title Case</b> Text begins on a new line (indent first line).
3	<b>Left-aligned, Bold, Italic, Title Case</b> Text begins on a new line (indent first line).
4	<b>Indented, Bold, Title Case, Period.</b> Text begins on the same line.
5	<b>Indented, Bold, Italic, Title Case, Period.</b> Text begins on the same line.

Enclosure 3

Annex 7-PARTS OF COMPLETED RESEARCH

**A. COMPLETED BASIC RESEARCH**

- I. Title Page
- II. Abstract
- III. Acknowledgement
- IV. Introduction of the Research
- V. Literature Review
- VI. Research Questions
- VII. Scope and Limitation
- VIII. Research Methodology
  - a. Sampling
  - b. Data Collection
- IX. Discussion of Results and Recommendation
- X. Dissemination and Advocacy Plan
- XI. References
- XII. Financial Report

**B. COMPLETED ACTION RESEARCH**

- I. Title Page
- II. Abstract
- III. Acknowledgement
- IV. Context and Rationale
- V. Innovation, Intervention and Strategy
- VI. Action Research Questions
- VII. Action Research Methods
  - a. Participants and/or other sources of Data and Information
  - b. Data Gathering Methods
- VIII. Discussion of Results and Reflection
- IX. Action Plan
- X. References
- XI. Financial Report