



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region III
DIVISION OF CITY SCHOOLS
City of San Jose del Monte



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ADVISORY

No. 07 s. 2018

To : Concerned Public & Private Elementary and Secondary School Heads

From : 
GERMELINA H. PASCUAL, CESO V
Schools Division Superintendent

Subject: **Seminar Workshop on Action Research**

Date : June 14, 2018

This is to inform all concerned that the Asean Center of Education, Research and Training for Innovation (ACERT) will be holding Unpacking and Simplifying Action Research: A Seminar-Workshop on the Basics of Action Research on July 21-22, 2018 at Function Hall of Admiral Baysuites in Malate, Manila.

Attached herein is the letter from Ms. Juliet C. Carolino, DSD, Managing Director, for your reference and information.

June 14, 2018



MS GERMELINA H. PASCUAL, CESO V
Schools Division Superintendent
Division of City Schools- San Jose del Monte
Department of Education

SUBJECT: REQUEST FOR DISSEMINATION OF THE SEMINAR-WORKSHOP ON ACTION RESEARCH AMONG EDUCATORS

Dear *Madam*:

Greetings from *Asian Center of Education, Research and Training for Innovation (ACERT)*!

ACERT is an organization that promotes quality and excellent professional development in areas of advisory and transformation of institutions, collaboration and partnership among stakeholders, education and development, research and innovation that contributes to policy-making, and training and capacity-building that address human development and social concerns.

ACERT is an accredited Continuing Professional Development Provider for Professional Teachers with Accreditation No. 2018-149 granted by the Professional Regulation Commission.

On July 21-22, 2018, we will be conducting a PRC-accredited program (on-process) entitled, *Unpacking and Simplifying Action Research: A Seminar-Workshop on the Basics of Action Research* at Function Hall of Admiral Baysuites in Malate, Manila.

This two-day seminar-workshop aims to empower educators by instilling a working knowledge and experience of crafting an action research. The participants are expected to learn the following: (1) to contextualize action research in relation to other forms of research; (2) to identify the tools and strategies and designs of crafting action research; and (3) to be able to produce an action research detailed outline as workshop output among participants.

There is a registration fee of P2,000.00 for those paying the said fee on or before July 7, 2018 and P2,500.00 for later registration and walk-ins. Interested participants may visit our website, www.acert1st.com and FB page, @acert1st for further program and application details. They may also directly contact us through email or contact numbers shown in this letter.

In this regard, we are **requesting your good office to support this program through a wide dissemination of invitation to teachers, principals, and supervisors to attend the said training.**

Attached herewith are pertinent documents - Training Design and tentative Program of Activities for your reference.

For more queries, you may contact ACERT Secretariat through telephone number (02) 245-2995, mobile numbers, 09284763782 and 09772376763 and email address, acert1st@gmail.com.

We hope that this request merits your most favorable consideration.

Thank you very much.

Very truly yours,



Juliet C. Carolino, DSD
Managing Director

**TRAINING PROGRAM TITLE: UNPACKING AND SIMPLIFYING ACTION RESEARCH:
A SEMINAR-WORKSHOP ON THE BASICS OF ACTION
RESEARCH**

DURATION : 2 days (14.5 hours)

QUALIFICATION LEVEL : Level 6 to Level 8 (Entry level to Supervisory level for Professional Teachers)

PROGRAM BRIEF DESCRIPTION:

The focus of this training program is to equip the learners with necessary skills to perform an effective action research that would help in addressing classroom issues such as motivation, instruction and classroom management. An introduction to quantitative and qualitative data analysis is included to maximize their research efficiency.

The seminar sessions shall begin with lectures that provide foundational knowledge in understanding action research. It is followed by workshops designed to apply the concepts and learning of the participants obtained from the lecture-discussion sessions. The whole seminar-workshop will end in writing an action research concept paper.

The training aims to achieve the following particular continuing professional competencies:

- Demonstrates ability and aptitude as an individual researcher and a member and/or head of research team;
- Participates in preparing an action research proposal complying with the ethical principles in education research;
- Applies the action research process in improving students care towards quality improvement of education;
- Demonstrates quality in conducting action research towards quality improvement process on identified improvement opportunities;
- Prepares and conducts a data collection and analysis plan for the identified variance to improve the system or process; and
- Communicates, both in oral and written form, the results of the action research.

OBJECTIVES:

In general, this seminar-workshop aims to inculcate among professionals like teachers the significance of action research in their professional practice and how can research serve as a tool of decision-making that shall address issues and concerns besetting their work environment like in classroom in particular and education sector in general.

Specifically, the seminar workshop is designed to address the following:

- to contextualize action research in relation to other forms of research;
- to identify the tools and strategies and designs of crafting action research; and
- to be able to produce an action research detailed outline as workshop output among participants.

EXPECTED OUTCOME/s:

LEARNING CONTENT, METHODOLOGY, AND EVALUATION:

Topic and Time Allotment	Expected Learning Outcomes	Methodology	Evaluation Method
<i>Topic 1: Idea Generation in Action Research (1.5hrs)</i>	<p>Appreciate and understand the concepts, context, and nature of action research.</p> <p>Demonstrate knowledge and skills in generating innovative ideas in conducting action research</p>	Lecture-Discussion	<p>Feedback (Verbal)</p> <p>Workshop Outcome</p> <p>Presentation Results</p> <p>Evaluation Sheet</p>
<i>Topic 2: Situating Action Research in the Literature (1.5hrs)</i>	<p>Appreciate and understand the process of situating issues of action research in the literature.</p> <p>Demonstrate knowledge and skills in generating innovative ideas from the literature in crafting action research.</p>	Lecture-Discussion	
<i>Topic 3: Revisiting Methods in Action Research Implementation (1.5hrs)</i>	<p>Demonstrate knowledge and skills on the methods, strategies, and implementation of action research.</p> <p>Demonstrate skills in using applicable and sound methods and strategies in the implementation of action research.</p>	Lecture-Discussion	
<i>Topic 4: Presenting Data with Impact in Action Research (1.5hrs)</i>	Analyze and apply relevant methods and strategies in designing and implementing action research	Lecture-Discussion	
<i>Topic 5: Actualizing</i>	Demonstrate knowledge and	Lecture-	



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<i>the Craft of Action Research (1.5hrs)</i>	skills in writing an action research Apply the action research process in addressing issues and concerns relating to classroom and education management in general	Discussion	
<i>Guided Workshop on Action Research Template/Format (2.5hrs)</i>	Apply the concepts and context of action research in general and in generating ideas in particular	Workshop	
<i>Presentation of Research Capsules (3hrs)</i>	Demonstrate knowledge and skills in crafting action research through the presentation of outputs.	Presentation of Concept Papers	
<i>Research Demonstration (1.5hrs)</i>	Demonstrate knowledge and skills by applying action research tools and strategies in one's research projects.	Demonstration	

**UNPACKING AND SIMPLIFYING ACTION RESEARCH:
A SEMINAR-WORKSHOP ON THE BASICS OF ACTION RESEARCH**

21-22 July 2018

Admiral Baysuites, Malate, Manila, Philippines

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Schedule	Activities/Discussion Topics
Day 1	
8:00-8:30	Registration of Participants Distribution of Kits and Materials Welcoming of Resources Persons and Participants
8:30-9:00	Preliminaries - Opening Prayer - National Anthem - ACERT Remarks and Presentation - Overview of Seminar-Workshop - Levelling of Expectations and Objectives
9:00-10:30	Topic 1: Idea Generation in Action Research Dr. Lizamarie C. Olegario, University of the Philippines-Diliman
10:30-10:45	Health Break
10:45-12:15	Topic 2: Situating Action Research in the Literature Dr. Jayeel S. Cornelio, Ateneo de Manila University
12:15-1:00	Lunch Break
1:00-2:30	Topic 3: Revisiting Methods in Action Research Implementation Dr. Lizamarie C. Olegario, University of the Philippines-Diliman
2:30-2:45	Health Break
2:45-4:15	Topic 4: Presenting Data with Impact in Action Research Dr. Jayeel S. Cornelio, Ateneo de Manila University
4:15-4:30	Synthesis
4:30-4:45	Preparatory Instructions for the Workshop and Demonstration (Day 2)

Schedule	Activities/Discussion Topics
Day 2	
8:00-8:30	Registration of Participants Recap: Participants Sharing of Learning Experiences (Day1)
8:30-9:00	Topic 5: Actualizing the Craft of Action Research Dr. Mark Anthony M. Velasco, ACERT
9:00-11:30	Guided Workshop on Action Research Template/Format Dr. Juliet C. Carolino, ACERT
11:30-12:30	Health Break
12:30-12:45	Ice-breaker
12:45-3:00	Presentation of Research Capsules
3:00-4:30	Research Demonstration
4:30-5:00	Synthesis of the Workshop Concluding Remarks Distribution of Certificates Administration of Evaluation Sheet