

October 10, 2018

DIVISION MEMORANDUM

No. 577, s. 2018

CALL FOR PAPERS

TO : Chiefs, Functional Division
Schools' Division Research Committee (SDRC)
Education Program Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Concerned

1. This is to inform the field of the conduct of the First Division Research Congress this coming December 6, 2018, venue to be announced in a separate memorandum.
2. Researchers with researches funded by BERF are automatically considered as presenters during the Congress.
3. This Office is now open to accept papers from teaching, teaching-related and non-teaching employees of DepEd, Division of Cebu City, with completed researches starting October 15, 2018 until October 31, 2018. Papers shall be submitted based on the four themes: Teaching and Learning, Child Protection, Human Resource Development and Governance.
4. Guidelines in the submission of Papers
 - a. Submit an abstract with 300 words, identify the papers' keywords separated by a semicolon, include the title, the name/s of author/school, district, email and mobile number.
 - b. All papers will undergo a review by the Schools' Division Research Committee (SDRC)
 - c. Abstracts that are accepted for paper presentation are requested to submit the full paper with the following specifications:
 - Maximum of 5,000 words (including tables, figures and references)
 - APA Style of Documentation (6th Edition)
 - Single-spaced
 - Margin –left side 1.5 inches, all other sides 1 inch
 - Pages at the bottom center of each page.
 - Title, authors, schools or district should be included in page 1.
 - Graphs, and visuals can be reproduced electronically.
 - Send copies of the paper in Word Format and in PDF.
5. For further information, please call the Office of the Division Planning Unit through telephone no. 401-0872.
6. *Immediate and wide dissemination of this memorandum is highly desired.


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