



Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF BULACAN

August 8, 2025

DIVISION MEMORANDUM
No. 386, s. 2025

**CULTIVATING YOUR ACADEMIC VOICE: PHASE 1 OF THE RESEARCH
WRITING TRAINING FOR JOURNAL PUBLICATION (SECOND BATCH)**

To: Assistant Schools Division Superintendent
Division Chiefs
Education Program Supervisors and Public Schools District Supervisors
Elementary and Secondary School Heads
All Others Concerned

1. Research partnerships were underscored in DepEd Order No. 16, s. 2017 titled "*Research Management Guidelines*." In support of this directive, the Schools Division Office of Bulacan is now implementing **Research Writing Revolution Year 2: Advancing DepEd Bulacan Research for Journal Publication**, a continuing program to enhance research quality and support journal publication among education personnel. This is undertaken in partnership with **Bulacan State University (BulSU)** through its research initiative titled **Project STEPS – Strategic Teacher Engagement for Publication Success**.
2. As part of the continuing efforts under this partnership, the second batch of **Phase 1 – Cultivating Your Academic Voice: Research Writing Training for Journal Publication** will be conducted on **August 22, 27, and 29, 2025** at a designated venue in **Bulacan State University, City of Malolos, Bulacan**.
3. This activity is intended for a **new batch of 50 research mentors and selected researchers** from the 31 districts who have completed their research outputs in Fiscal Year 2024. The training aims to strengthen foundational skills in research writing and provide guidance on aligning outputs with the standards and requirements of legitimate academic journals.
4. Specifically, the training aims to:
 - 4.1. Guide researchers in identifying legitimate and non-predatory journals; and



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- 4.2. Equip participants with writing skills tailored to the expectations and the requirements of academic publications.
5. The training will be facilitated by seasoned research experts from Bulacan State University, contributing to the broader goals of capacity building and resource sharing between the partner institutions.
6. The list of participants and the training matrix are attached to this memorandum.
7. Expenses to be incurred in the conduct of this activity shall be charged to the Division InSET fund, subject to the usual accounting and auditing rules and regulations. Transportation expenses of the participants shall be charged to local school funds, subject to proper liquidation procedures.
8. This Memorandum shall serve as the travel authority of all participants.
9. Immediate and wide dissemination of this Memorandum to all concerned is highly desired.



NORMA P. ESTEBAN, EdD, CESO V
Schools Division Superintendent



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Enclosure No. 1 to Division Memorandum No. 366, s. 2025

Training Matrix for Cultivating Your Academic Voice: Phase 1 of the Research
Writing Training for Journal Publication (Second Batch)

Schedule	Activity
Day 1 (August 22, 2025): Understanding the IMRaD Format and Journal Legitimacy <i>Theme: Framing Purpose and Relevance in Research</i>	
9:00 am – 9:30 am	Registration and Opening Program <i>DepEd</i>
9:31 am – 10:00 am	HEALTH BREAK
10:01 am – 12:00 nm	Session 1: IMRaD Format Topic: Discussion of IMRaD (Introduction, Methods, Results, and Discussion) Format <i>Resource Person: Dr. Dainne S. Gloria</i> <i>Director, Student Program and Development Office</i>
1:00 pm – 4:30 pm	Workshop 1: Deconstructing IMRaD *Take-Home Task
Day 2 (August 27, 2025): Guiding Teachers in Publication to a Certain Journal <i>Theme: Constructing Credible and Insightful Research</i>	
8:30 am – 9:00 am	Management of Learning/ Session preliminaries
9:01 am – 10:30 am	Session 2: Navigating the Journal Submission Journey Topic: Guiding Educators Toward Successful Journal Publication <i>Resource Person: Dr. Warlito M. Garlita</i> <i>OIC-Vice President for Academic Affairs</i> <i>Dean, Graduate School</i>
	HEALTH BREAK (Working Break)
10:31 am – 12:00 nn	Session 3: Navigating the Journal Submission Journey Topic: Understanding Journal Requirements: A Comparative Guide for Authors <i>Resource Person: Dr. Ruben E. Borja III</i> <i>Chancellor, BulSU Main Campus</i>
1:30 pm – 4:30 pm	Workshop 2: Journal Selection and Analysis *Take-Home Task
Day 3 (August 29, 2025): Guiding Teachers in Publication to a Certain Journal <i>Theme: Empowering Teachers to Publish with Purpose</i>	
8:30 am – 9:00 am	Management of Learning/ Session preliminaries
9:01 am – 10:30 am	Session 4: Enhancing Research Writing for Publication Topic: Guiding Teachers Through the Journal Publication Process <i>Resource Person: Dr. Leonora De Jesus</i> <i>Associate Dean, Graduate School</i>
	HEALTH BREAK (Working Break)
10:31 am – 12:00 nn	Session 5: Presentation of IMRaD Format Ready for Publication Topic: Presenting Research for Publication: Showcasing IMRaD-Formatted Manuscripts <i>Presenters: DepEd Participants</i>
	Closing Program



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Enclosure No. 2 to Division Memorandum No. , s. 2025

List of Participants

Name	Designation	School/District
1. Angelica P. Tolentino	Master Teacher I	Gen. Gregorio del Pilar IS - Bulakan
2. Meriam P. Cruz	Master Teacher I	Pitpitan ES - Bulakan
3. Mark Joseph DL. Liongson	Teacher III	Sta. Lucia NHS - Calumpit North
4. Christian F. Baltao	Master Teacher I	Frances NHS - Calumpit North
5. Nita L. Vistan	Teacher III	San Marcos ES - Calumpit South
6. Juanito R. Mananghaya Jr.	Master Teacher I	Iba NHS - Hagonoy East
7. Rose Ann R. Robles	Teacher III	Iba NHS - Hagonoy East
8. Albyra Bianca R. Sy Tamco	Teacher II	Sta. Monica NHS - Hagonoy West
9. Josel P. Baltao	Teacher III	Ramona S. Trillana HS - Hagonoy West
10. Mary Michelle M. Ventura	Master Teacher I	Pugad ES - Hagonoy West
11. Maribel C. Pingol	Teacher III	Sto. Niño ES - Paombong
12. Jerome M. Madla	Teacher III	Dampol 2 nd NHS - Pulilan
13. Marjorie Claire H. Franco	Teacher III	Balatong ES - Pulilan
14. Mary Ann I. Santos	Teacher III	Aguinaldo J. Santos NHS - Bustos
15. Kristine Jay J. Castillo	Teacher III	Plaridel ES - Plaridel
16. Marvin C. Lapuz	Teacher III	Umpucan ES - San Ildefonso North
17. Michael C. Samson	Head Teacher III	Garlang ES - San Ildefonso North
18. Carlo Rico B. Reyes	Teacher I	Upig HS - San Ildefonso South
19. Joshua P. Reyes	Teacher III	Malipampang ES - San Ildefonso South
20. Julius L. Fabian	Teacher II	Vedasto R. Santiago HS - San Miguel Central
21. Juvy B. Pangilinan	Teacher III	Tartaro ES - San Miguel Central
22. Kathleen Crisha M. Dantis	Teacher III	Sapang ES - San Miguel North
23. Marcos V. Catu Jr.	Teacher III	Tibagan ES - San Miguel South
24. Maria Cristina L. Fernandez	Master Teacher II	San Rafael NTS - San Rafael East
25. Michelle C. Domingo	Teacher III	San Roque ES - San Rafael West
26. Joerlin J. De Guzman	Principal II	Obando
27. Angelo B. Dating	Master Teacher I	Loma De Gato ES - Marilao North
28. Alexander N. Dela Cruz	Master Teacher II	Prenza NHS - Marilao North
29. John Paul S. Cruz	Special Science Teacher I	Prenza NHS - Marilao North
30. Melencio M. Fernando Jr.	Master Teacher I	AFG Bernardino MTS - Marilao South
31. Rodbert M. Santos	Principal I	Borol I ES - Balagtas
32. Meann C. Ruga	Master Teacher I	Balagtas CS - Balagtas
33. Robert M. Gadon	Teacher I	Tambobong ES - Bocaue
34. Judy Ann G. Obiña	Teacher III	Bocaue Hills ES - Bocaue
35. Angelica C. Dionisio	Teacher II	Daungan ES - Guiguinto
36. Dante N. Pascua	Teacher III	Guiguinto CS - Guiguinto
37. Arlene R. Sanchez	Master Teacher I	Virginia Ramirez Cruz HS - Pandi North
38. Maria Nadine L. Pandi	Teacher I	Mapulang Lupa ES - Pandi North
39. Mary Anne D. Santos	Teacher II	Malibo Bata ES - Pandi South
40. Ron Joseph E. Cortez	Principal I	Osias M. Esteban ES - Angat
41. Flordeliza S. Legaspi	Head Teacher III	Kanyakan ES - Norzagaray East
42. Maricel C. San Pedro	Master Teacher I	Bigte ES - Norzagaray East



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43. Elsie A. Alceso	Master Teacher I	FVR Phase 2 ES - Norzagaray West
44. Maria Elizabeth A. Dela Cruz	Master Teacher I	Lalaxhan ES - Sta. Maria Central
45. Keren Mae M. Rojo	Teacher III	Camangyanan ES - Sta. Maria East
46. Jeffrey N. Espiritu	Teacher III	Parada NHS - Sta. Maria East
47. Aaron Carl S. Mayugba	Teacher II	Sta. Maria NHS - Sta. Maria East
48. Janeth G. Concepcion	Master Teacher II	Sta. Maria NHS - Sta. Maria East
49. Analyn A. Reyes	Master Teacher II	Balasing ES - Sta. Maria West
50. Melody D. Calingacion	Master Teacher II	Cay Pombo ES - Sta. Maria West

Project Management Team and Technical Work Group

Training Managers:

Maribel S. Perez
Senior Education Program Specialist, Planning and Research
School Governance and Operations Division, DepEd Bulacan

Dr. Joseline M. Santos
Head, Educational Development Office
Project Leader
Bulacan State University Graduate School

QATAME Associates:

Ma. Lourdes J. Patag
Senior Education Program Specialist, School Management
Monitoring and Evaluation
School Governance and Operations Division, DepEd Bulacan

Mark Joven V. Ramos
Education Program Specialist II, School Management
Monitoring and Evaluation
School Governance and Operations Division, DepEd Bulacan

Two nurses from the School Health and Nutrition Section of SGOD, DepEd Bulacan