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Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF VIGAN CITY

DIVISION MEMORANDUMNo. 898, s.2026**15 OCT 2026**

**REITERATION ON THE GUIDELINES ON THE UTILIZATION OF DEPED
REGION I RESEARCH PORTAL**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Schools Division Research Committee
Information Technology Officer I
Public Elementary, Integrated and Secondary School Heads
All Others Concerned

1. In reference to **Regional Memorandum No. 283, s. 2024** titled "*Guidelines on the Utilization of DepEd Region I Research Portal*", this office issues the enclosed guidelines on the utilization of DepEd Region I Research Portal.
2. The DepEd Region I Research Portal is the primary online platform to foster widespread access to research resources and to encourage further research initiatives and encourage the conduct of the same.
3. For information, guidance and immediate compliance of all concerned.

VILMA D. EDA, CESO V
Schools Division Superintendent

SGOD/RQRJR/aff



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Republic of the Philippines
Department of Education
REGION I



March 7, 2024

REGIONAL MEMORANDUM

No. 283, s. 2024

**GUIDELINES ON THE UTILIZATION OF DEPED REGION I
RESEARCH PORTAL**

To: Schools Division Superintendents
Regional Chiefs of Functional Divisions
Regional Unit/Section Heads

1. The Department of Education- Regional Office I (DepEd RO-I) issues the enclosed Guidelines on the Utilization of DepEd Region I Research Portal.
2. The aforesaid policy shall be effective immediately and shall remain in force and in effect until revoked.
3. Immediate dissemination of and strict compliance to this Memorandum is directed.

TOLENTINO G. AQUINO
Director IV

Encl.: As stated
To be indicated in the Perpetual Index
Under the following subjects:

GUIDELINES DEPED REGIONAL I RESEARCH PORTAL UTILIZATION

PPRD/llo/RM_UtilizationResearchPortal
March 8, 2024



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Republic of the Philippines
Department of Education
REGION I

**GUIDELINES ON THE UTILIZATION OF DEPED REGION I
RESEARCH PORTAL**

GENERAL PROVISIONS

I. RATIONALE

The Department of Education Regional Office I (DepEd RO-I) is steadfast in its commitment to implementing the Research Management Guidelines (RMG), providing essential guidance for managing research initiatives funded under the Basic Education Research Fund (BERF) (DepEd, 2017). Despite limited funding, DepEd RO-I has addressed this by issuing OM 12, s. 2020 also known as the Policy Guidelines on Research not funded under the BERF, specifically for research conducted by RO-I personnel (DepEdRO-I, 2020). This policy serves as a valuable reference for the execution of unfunded research studies.

In order to deliver timely, accurate, reliable and relevant information on research conducted within DepEd Region I, the office adheres to procedures emphasizing transparency and a reasonable turnaround time for each transaction. In alignment with Republic Act No. 11032 (Duterte, 2018), the emphasis is on fostering ease of doing business and ensuring efficient service delivery.

Research within the department acts as a crucial support mechanism for issuing regional guidelines, engaging in strategic planning, and making evidence-based decision. Therefore, to optimize the impact of research studies and make them readily accessible to both research enthusiasts and top management, the establishment of an organized repository of information is imperative. This database will not only facilitate the dissemination of research findings but also enable monitoring and evaluation for in-depth analysis and interpretation.

As the number of completed research studies accumulates annually, there is a growing demand for efficient archival and data management solutions to facilitate easy retrieval. Instances arise when top management urgently requests data, either in response to requests from other government offices or during higher-level governance meetings. The Research Portal, designed for DepEd Region I, addresses this need by serving as a central repository for completed education research within the regional offices, schools division offices, and schools. Through the online generation of summary reports, it ensures that information is readily available at the fingertips of relevant stakeholders. Thus, the development of the DepEd Region I Research Portal stands as a pivotal step towards enhancing accessibility and utility in the realm of education research.

II. STATEMENT OF THE POLICY

The Department of Education Regional Office I establishes the DepEd Region I Research Portal as the primary online platform for research endeavors. To foster widespread access to research resources and to encourage further research initiatives, this Office is implementing these operating procedures to promote access to research and encourage the conduct of the same. This open access portal is designed to be utilized by individuals and institutions alike, providing valuable resource for information and development of research initiatives.

III. SCOPE

The guidelines serve as a crucial reference for managing the DepEd Region I Research Portal, designated as the central repository for education research. This repository encompasses research conducted by personnel in the DepEd regional office, schools division offices, and schools, including collaborative efforts with DepEd partnerships.

IV. DEFINITION OF TERMS

Basic Education Research Fund (BERF). This pertains to the Program Support Fund (PSF) granted to researchers who will be chosen after the proposal defense. The amount shall be given in three tranches for Basic Research and two tranches for Action Research.

DepEd Region I Research Portal. This is the designed and developed system for the online archival of research studies completed by personnel in the Regional Office, Schools Division Offices (SDOs), and schools in Region I.

Manual of Operations. This is the reference guide on the use of the DepEd Region I Research Portal.

Non-BERF Research. This pertains to research studies conducted which are not funded under BERF.

Regional Guidelines. These are regional office-initiated guidelines in support to existing policies, innovations, or mechanisms.

Research Management Guidelines (RMG). This is a policy issued by the Central Office to provide guidance in managing research initiatives in the national, regional, schools division, and school levels.

OPERATIONAL GUIDELINES

V. PROCEDURE

A. User Manual

Please refer to the User Manual on DepEd Region I Research Portal.

B. System Administrators

The system administrators shall manage the Research Portal and shall have access to the different facilities. They shall have access to the different facilities of the portal.

B.1. Regional Office

B.1.1. Regional Director

- a. Facility to view Report Generation.
- b. Facility to view Activity Logs.

B.1.2. Assistant Regional Director

- a. Facility to view Report Generation.
- b. Facility to view Activity Logs.

B.1.3. Chief of the Policy, Planning, and Research Division (PPRD)

- a. Facility to view Report Generation.
- b. Facility to view Activity Logs.

B.1.4. Education Program Supervisor of PPRD

- a. Facility to upload, edit, delete, view, show/hide data and information in the portal.
- b. Facility to link authors.
- c. Facility to view Report Generation.
- d. Facility to view Activity Logs.
- e. Facility to grant access to research requests.
- f. Facility to create user accounts and grant access.
- g. Facility to reset password.

B.1.5. Education Program Specialist II (EPS II) of PPRD

- a. Facility to upload, edit, delete, view, show/hide BERF and non-BERF research articles, policies, news, announcements and other information.
- b. Facility to link authors.
- c. Facility to view Report Generation.
- d. Facility to view Activity Logs.
- e. Facility to grant access to research requests.
- f. Facility to create user accounts and grant access.
- g. Facility to reset password.

B.1.6. Project Development Officer II of the Public Affairs Unit (PAU)

- a. Facility to upload, edit, delete, view, show/hide News Articles in the portal.
- b. Facility to view Report Generation.
- c. Facility to view Activity Logs.

- B.1.7. Computer Maintenance Technologist I of the Information and Communications Technology Unit (ICTU)
- a. Facility to upload, edit, delete, view, show/hide data and information in the portal.
 - b. Facility to link authors.
 - c. Facility to view Report Generation.
 - d. Facility to view Activity Logs.
 - e. Facility to grant access to research requests.
 - f. Facility to create user accounts and grant access.
 - g. Facility to reset password.

B.2. Schools Division Offices

- B.2.1. Schools Division Superintendent
- a. Facility to view Report Generation.
 - b. Facility to view Activity Logs.

- B.2.2. Schools Division Superintendent
- a. Facility to view Report Generation.
 - b. Facility to view Activity Logs.

- B.2.3. Chief of the School Governance and Operations Division (SGOD)
- a. Facility to view Report Generation.
 - b. Facility to view Activity Logs.

- B.2.4. Chief of the Curriculum Implementation Division
- a. Facility to view Report Generation.
 - b. Facility to view Activity Logs.

- B.2.5. Senior Education Program Specialist (SEPS) in-charge of Planning and Research
- a. Facility to upload, edit, delete, view, show/hide non-BERF data.
 - b. Facility to link authors.
 - c. Facility to view Report Generation.
 - d. Facility to view Activity Logs.
 - e. Facility to grant access to research requests.
 - f. Facility to create user accounts and grant access.
 - g. Facility to reset password.

- B.2.6. Information Technology Officer (ITO)
- a. Facility to upload, edit, delete, view, show/hide non-BERF data.
 - b. Facility to link authors.
 - c. Facility to view Report Generation.
 - d. Facility to view Activity Logs.
 - e. Facility to grant access to research requests.
 - f. Facility to create user accounts and grant access.
 - g. Facility to reset password.

C. Roles and Responsibilities

The roles and responsibilities of the system administrators clearly set the tasks to be performed for the proper implementation and utilization of the research portal.

C.1. Regional Office

C.1.1. Regional Director

- a. The Regional Director shall supervise the institutionalization of the Research Portal in the Region.

C.1.2. Assistant Regional Director

- a. The Assistant Regional Director shall oversee the implementation and utilization of the portal.

C.1.3. Chief of the Policy, Planning, and Research Division (PPRD)

- a. The PPRD Chief shall supervise the overall management of the system and ensure that the processes are efficiently and effectively executed across governance levels.

C.1.4. Education Program Supervisor of PPRD

- a. The EPS shall monitor the overall management of the system and ensure that the processes are efficiently and effectively executed across governance levels.

C.1.5. Education Program Specialist II (EPS II) of PPRD

- a. As the super admin of the system, he/she will be the overall system administrator of the portal.
- b. Monitor the uploading of data in the schools division offices.
- c. Manage the uploading of data on research studies that are funded under the BERF (regional office, schools division offices, schools) and non-BERF research studies of personnel in the Regional Office that passed the Quality Control Checklist (QCC).
- d. Upload data every December or as the need arises upon completion of research studies that passed the QCC.
- e. Analyze the online information and give recommendations for planning and decision-making.

C.1.6. Project Development Officer II of the Public Affairs Unit (PAU)

- a. The PDO shall manage News Articles of the system.

C.1.7. Computer Maintenance Technologist I of the Information and Communications Technology Unit (ICTU)

- a. He/She will assist the EPS II specifically on the maintenance and technical aspects of the system.

C.2. Division Office

C.2.1. Schools Division Superintendent

- a. The SDS shall supervise the institutionalization of the Research Portal in the Schools Division Office (SDO).

- b. He/She shall ensure that non-BERF research studies conducted in the SDO and schools that passed the Quality Control Checklist (QCC) shall be uploaded in the portal.
- C.2.2. Assistant Schools Division Superintendent
- a. The ASDS shall oversee the implementation and utilization of the portal.
 - b. He/She shall supervise the uploading in the portal of the non-BERF research studies conducted in the SDO and schools that passed the Quality Control Checklist (QCC).
- C.2.3. Chief of the School Governance and Operations Division (SGOD)
- a. The SGOD chief shall supervise the overall management of the system in the SDO and ensure that the processes are efficiently and effectively executed across governance levels.
 - b. He/She shall monitor the uploading in the portal of the non-BERF research studies conducted in the SDO and schools that passed the Quality Control Checklist (QCC).
- C.2.4. Chief of the Curriculum Implementation Division (CID)
- a. The CID chief shall ensure that summary reports are relayed to the CID office personnel for information dissemination, decision-making, guidelines preparation, and review of research studies that may be used in the curriculum implementation.
- C.2.5. Senior Education Program Specialist (SEPS) in-charge of Planning and Research
- a. He/She will be the overall system administrator of the portal in the SDO.
 - b. Manage the uploading of data on non-BERF research studies of personnel in the Schools Division Office and schools that passed the Quality Control Checklist (QCC).
 - c. Upload data every December or as the need arises upon completion of research studies that passed the QCC.
 - d. Analyze the online information on the respective SDO and give recommendations for planning and decision-making.
- C.2.6. Information Technology Officer (ITO)
- a. He/She will assist the SEPS in-charge of Planning and Research specifically on the maintenance and technical aspects of the system.

C. MISCELLANEOUS PROVISION

VI. MONITORING AND EVALUATION

The Policy, Planning, and Research Division (PPRD) shall lead the monitoring and evaluation of the research portal in collaboration with its counterparts in the SDOs. PPRD shall formulate a comprehensive Monitoring and Evaluation (M&E) Plan in coordination with the Quality Assurance Division to assess the effectiveness of the implementation of the said portal.

This assessment will be monitored and evaluated at the end of the fiscal year. The findings shall be included in the Annual Program Implementation Review of the PPRD and Regional Year-End Review.

VII. REFERENCES

DepEd. (2017, March). Research Management Guidelines. Retrieved from Department of Education.

DepEd. (2022, April 4). Adoption of E-Saliksik: The DepEd research portal. Retrieved from www.deped.gov.ph.

DepEdRO-I. (2020). Policy guidelines on research not funded under the BERF. PPRD.

Duterte, R. (2018, May 28). Republic Act 11032. Retrieved from www.officialgazette.gov.ph.

PPRD. (2022). Establishment of the Policy Review and Development Process at the DepEdROI.

VIII. SEPARABILITY CLAUSE

The invalidity or unconstitutionality of any part or provision of this Regional Memorandum shall not impact the validity and effectiveness of the remaining provisions.

IX. REPEALING CLAUSE

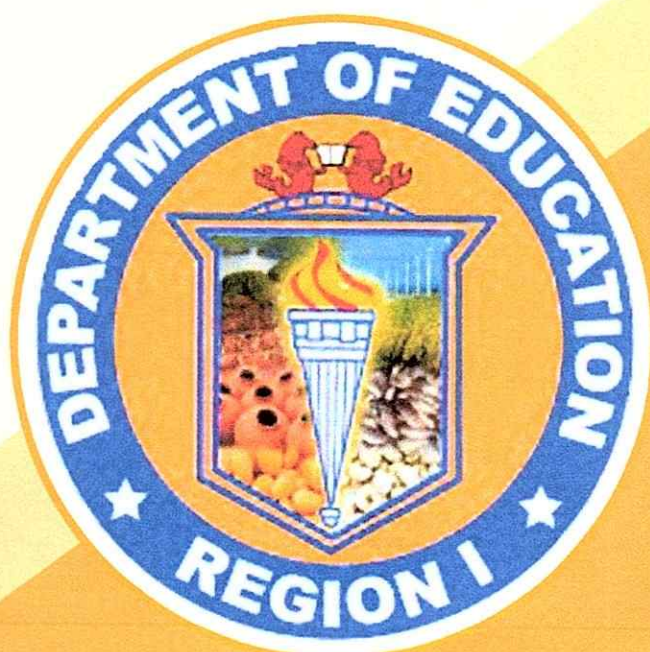
Any previous Regional Memoranda, issuances, or provisions thereof that are inconsistent with this document are hereby repealed, revised, or modified accordingly.

X. EFFECTIVITY

This Regional Memorandum shall take effect immediately upon issuance.

USER MANUAL

DEPED REGION 1 RESEARCH PORTAL



A project developed by
Pangasinan State University
for the
Department of Education
Regional Office 1



DepEd Region I Research Portal
- User Manual

Version 1
March 2024

I. Research Portal Website

The Research Portal Website serves as the primary gateway for both members and guests to explore a wealth of published and unpublished research articles authored by the dedicated teaching and non-teaching staff of the Department of Education (DepEd) Region 1. To access this valuable repository of knowledge, users can navigate to the portal via the following link: <https://researchportal.depedrol.com/>. The homepage of the research portal is illustrated in the figure below, offering a visual guide to facilitate seamless navigation.

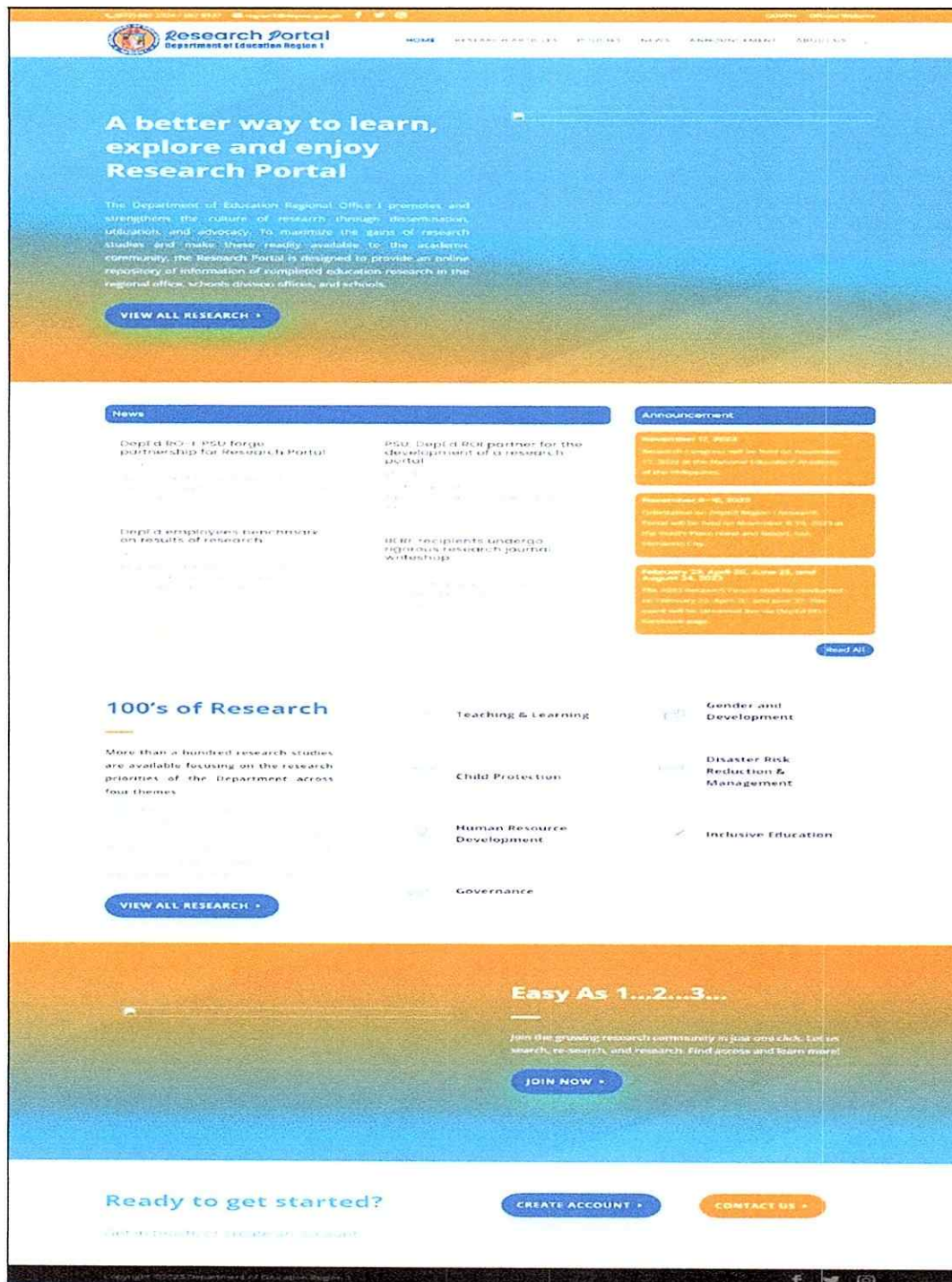


Figure 1. Homepage of the Research Portal

The portal's homepage is a comprehensive hub featuring essential information, including **News** and **Announcements**, alongside direct links to research articles and categorized research topics. Moreover, members of DepEd Region 1 have the option to register by clicking on the "**Join Now**" or "**Create Account**" button, thereby gaining access to exclusive features and benefits. For any inquiries or assistance, users can utilize the "**Contact Us**" button, which provides details about the Regional Research Committee, Secretariat, and contact information for DepEd Region 1.

Accessing research articles on the portal is straightforward, offering two options: users can either click the "**VIEW ALL RESEARCH**" button or navigate through the "**RESEARCH ARTICLES**" link. In Figure 2, the dedicated page showcases up to 10 research articles by default, presenting key details such as title, author, publication date, abstract, and keywords.

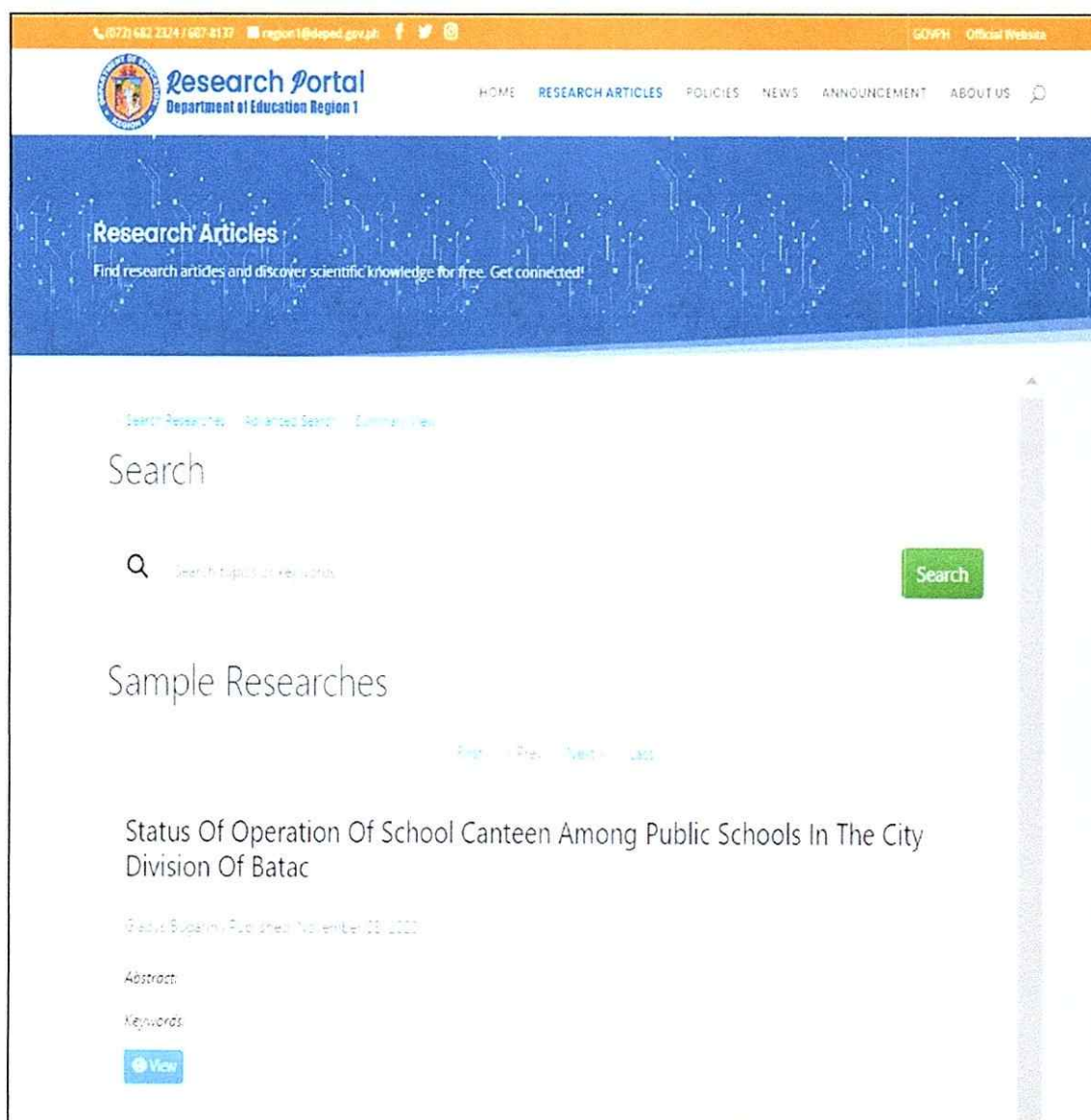


Figure 2. Research Articles Page

DepEd Region I Research Portal - User Manual

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For more in-depth information, users can click the "**View**" button, as exemplified in Figure 3. Non-DepEd Region 1 members have the option to request access to the complete research article by clicking the "**Request Access**" button. Upon submission, the administrator receives a notification, and if approved, the user receives an email containing a link to the full research article.

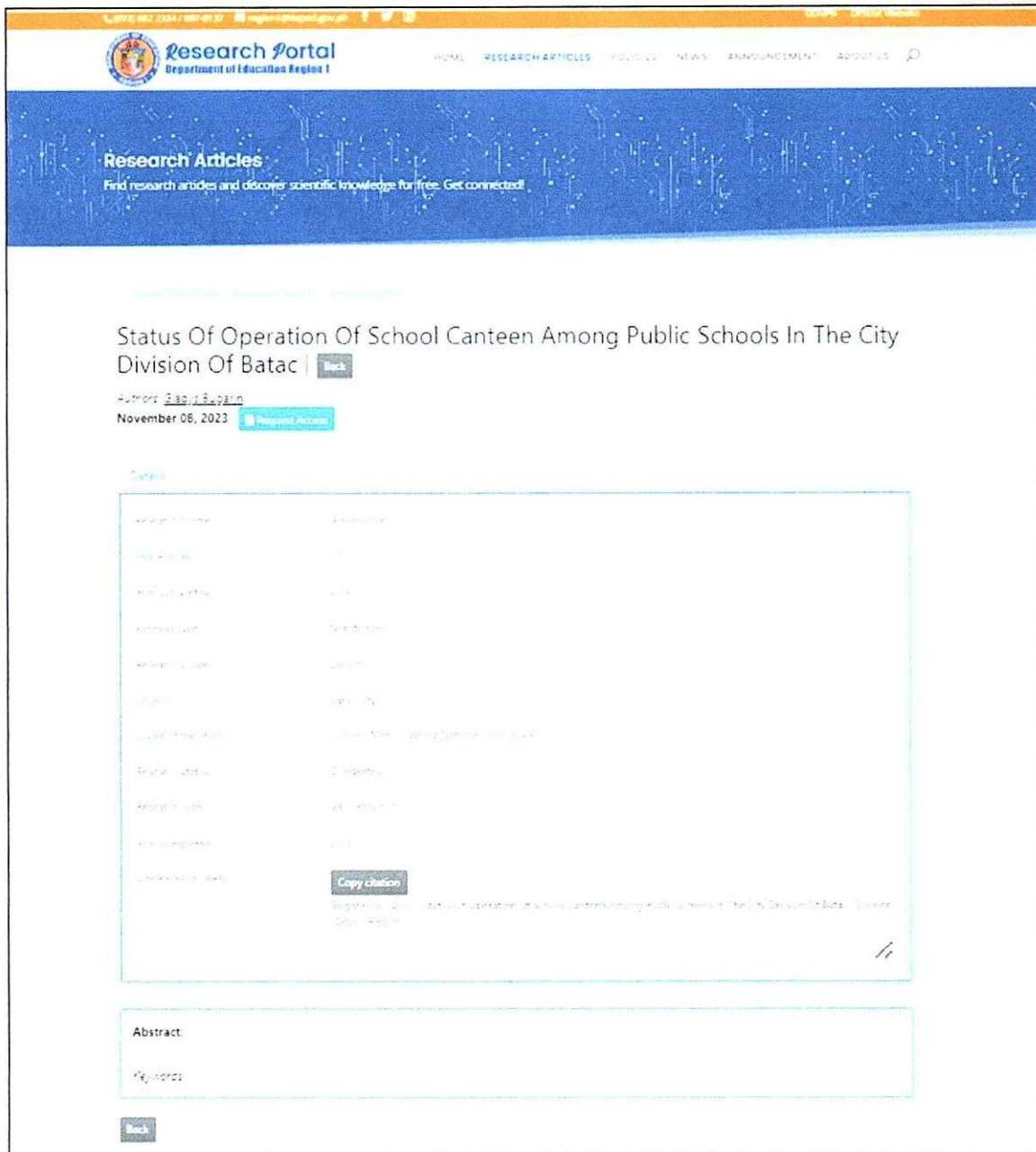


Figure 3. Complete Details of a Research Article

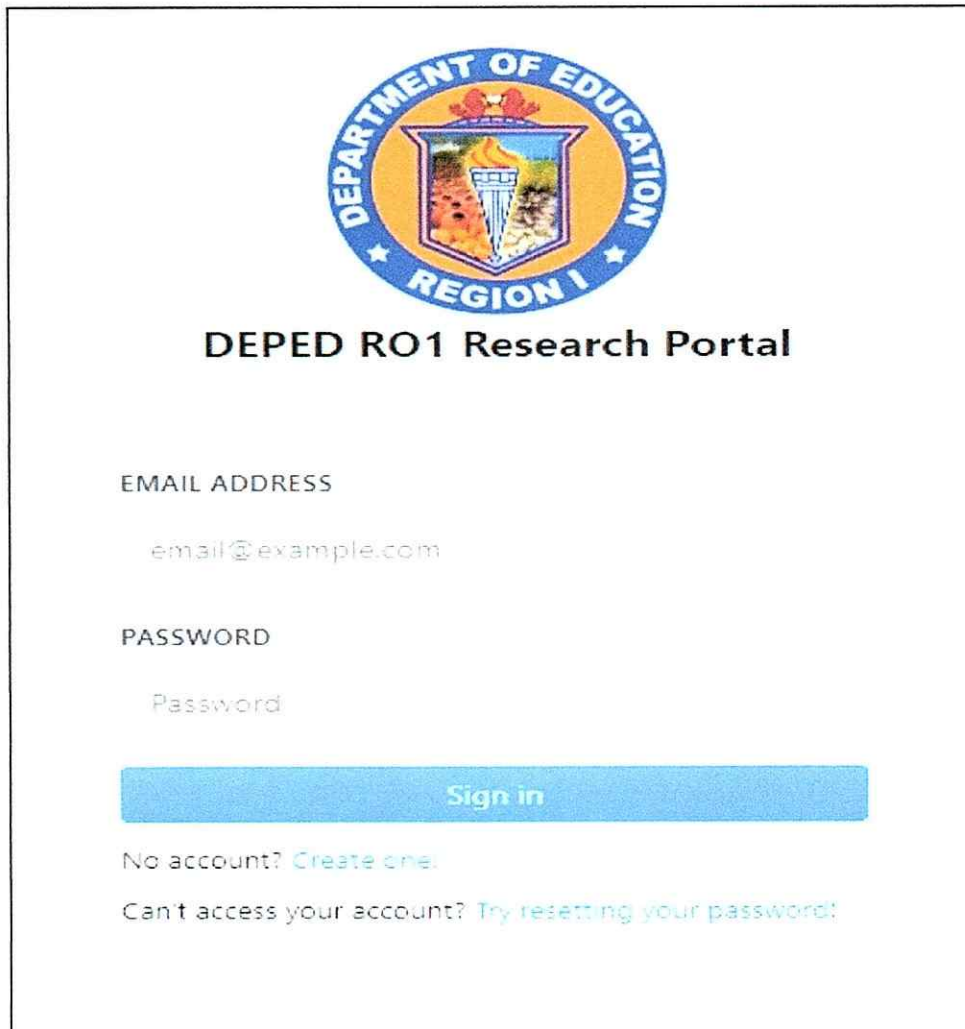
However, DepEd Region 1 members enjoy unrestricted access to complete research articles within the portal. Additionally, users can conveniently copy the APA citation format of the research article using the "**Copy citation**" button. To facilitate targeted searches, users may explore articles by topic or keywords and leverage the "**Advanced Search**" link to apply filtering criteria, including author, research theme, study locale, research type, research status, funding type, and whether funded by the Basic Education Research Fund (BERF).

II. Research Portal

User Role: Regional (Admin)

A. User Account Login

This page shows the Administration account for the Region (Login page for Regional Administrator) to create an account or to log in to an existing account using a valid email address and unique password.



DEPARTMENT OF EDUCATION
REGION I

DEPED RO1 Research Portal

EMAIL ADDRESS

email@example.com

PASSWORD

Password

[Sign in](#)

No account? [Create one.](#)

Can't access your account? [Try resetting your password!](#)

Figure 4. Log in page for Regional Administrator

C. Author Management

Author Management is accessible through the navigation panel, as depicted in Figure 5a. The Regional admin account has the capability to add authors to this page.



Figure 5a: Author Management

The Author Management page provides comprehensive information about the authors associated with the researchers in the Region, displaying 10 entries per page by default. It includes essential details such as the researcher's name, the number of associated research projects, and the date of creation. Primarily, this page empowers the administrator to take various actions, including mapping to an existing user account, editing, or deleting authors, as illustrated in Figure 5b.

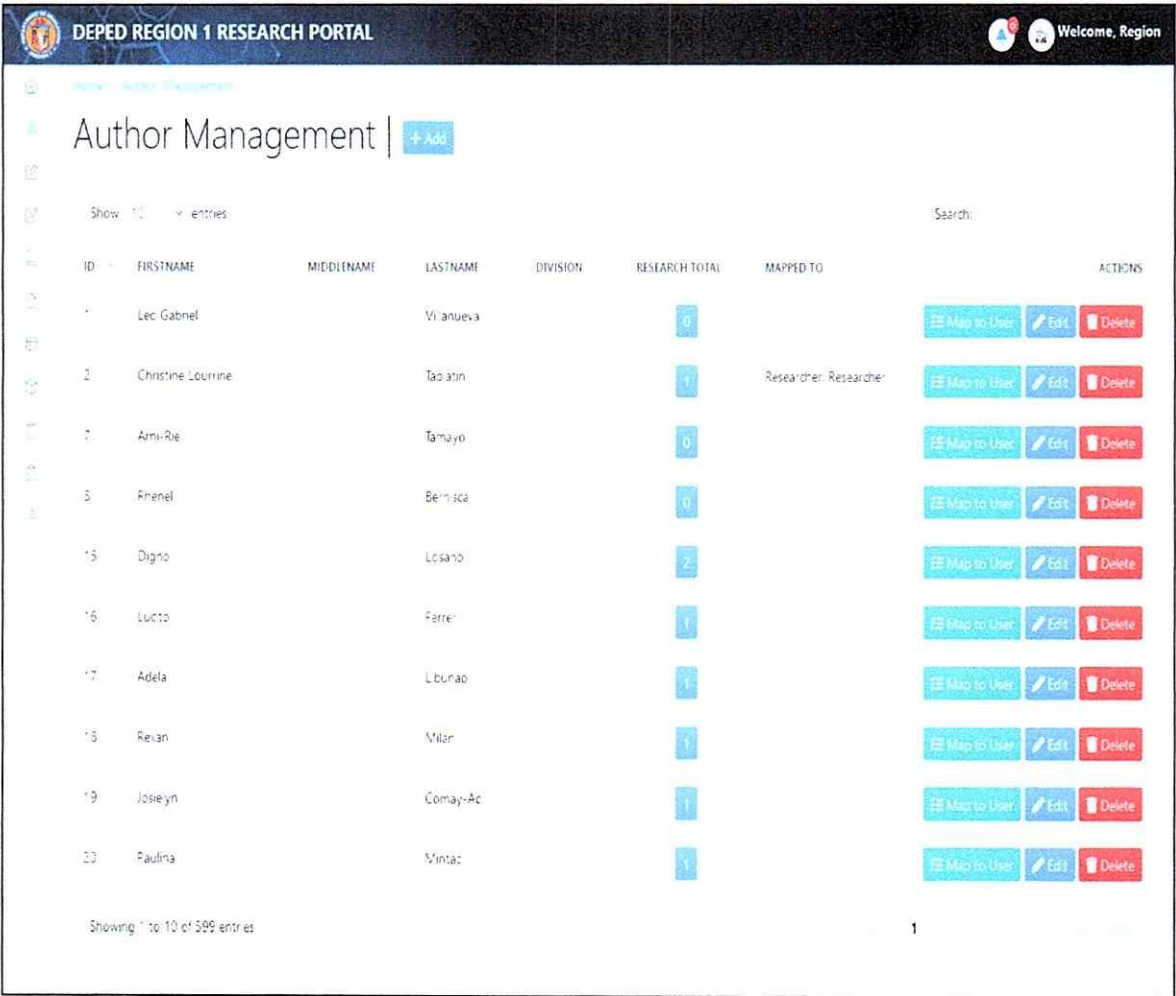
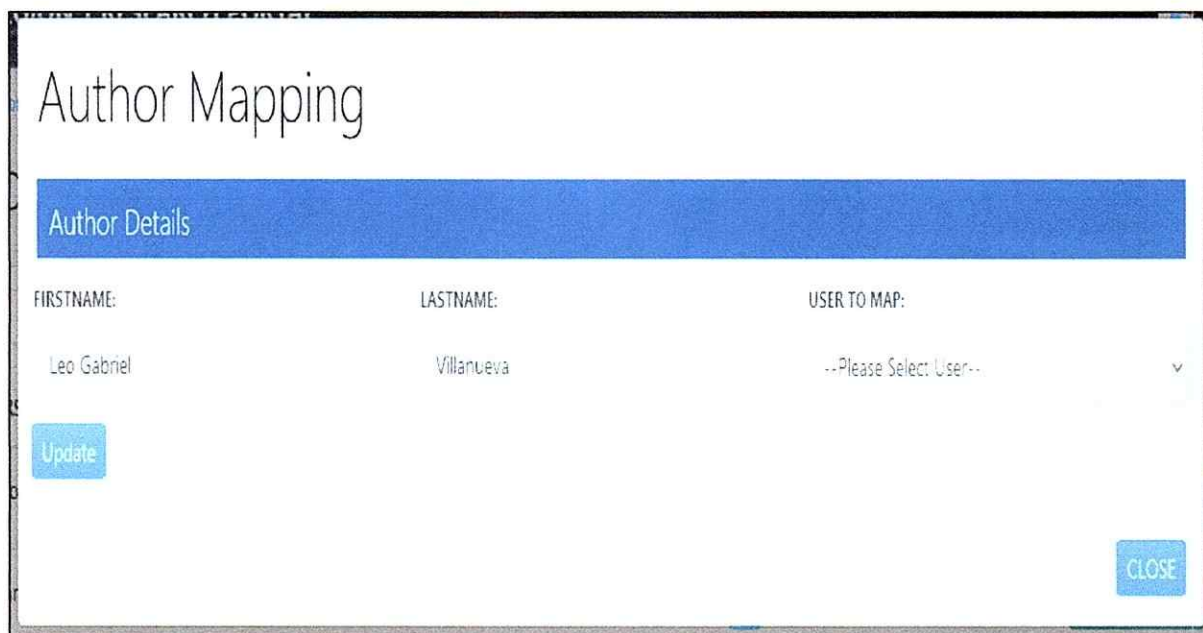


Figure 5b: Author Management Actions

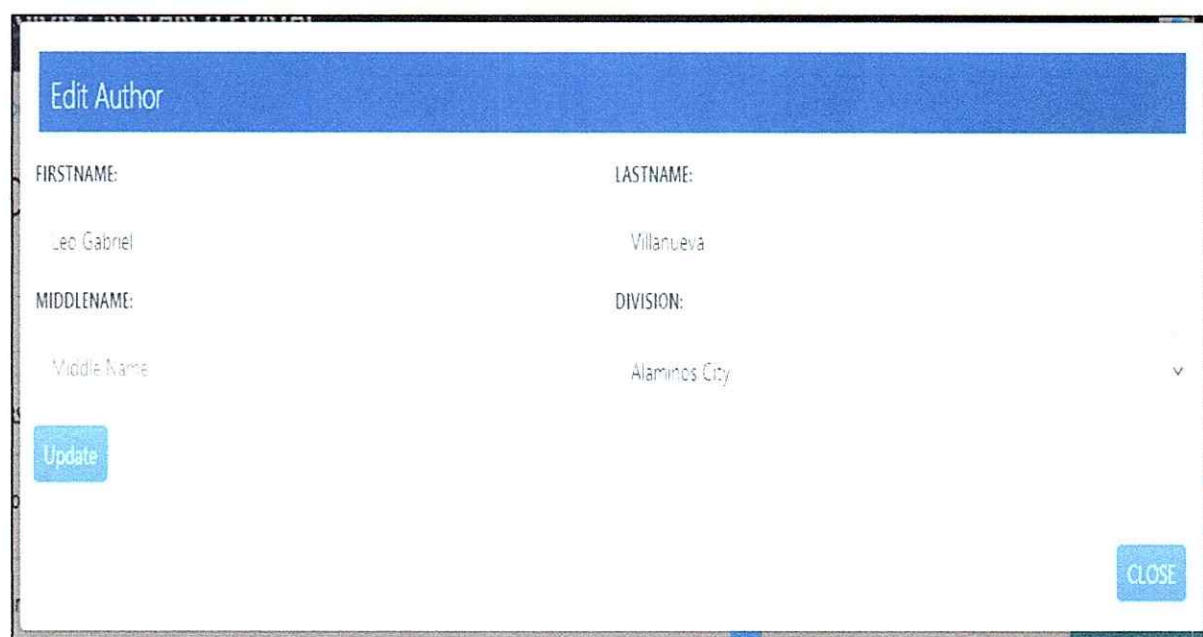
The administrator has the capability to map an author, as illustrated in Figure 5c. This process involves specifying Author details, including the firstname, middle name, and the user to be mapped. Additionally, the admin can modify the author's first name, last name, middle name, or division. For editing, locate the update button, make the necessary adjustments, and then submit the changes.



The screenshot shows a web form titled "Author Mapping". It has a blue header bar with the text "Author Details". Below the header, there are three input fields: "FIRSTNAME:" with the value "Leo Gabriel", "LASTNAME:" with the value "Villanueva", and "USER TO MAP:" with a dropdown menu showing "--Please Select User--". There is a blue "Update" button on the left and a blue "CLOSE" button on the right.

Figure 5c: Author Mapping

The admin may also update the author's first name, last name, middle name, or division (Figure 5d). To edit, find the update button, edit details then submit.



The screenshot shows a web form titled "Edit Author". It has a blue header bar with the text "Edit Author". Below the header, there are four input fields: "FIRSTNAME:" with the value "Leo Gabriel", "LASTNAME:" with the value "Villanueva", "MIDDLENAME:" with the value "Middle Name", and "DIVISION:" with a dropdown menu showing "Alaminos City". There is a blue "Update" button on the left and a blue "CLOSE" button on the right.

Figure 5d: Edit Author

D. Division Management

In the Division Management section, the administrator can add, edit, or update division records, as well as view the list of divisions within the Region. This is illustrated in Figure 6.



Figure 6: Division Management

The image in Figure 6a illustrates the Division Management page, where the list of divisions is presented with 10 entries per table by default. In the table, you can easily locate the Division's name, associated Research Issue, and available actions (Edit / Delete).

The screenshot shows the 'DEPED REGION 1 RESEARCH PORTAL' header with a user profile and 'Welcome, Region'. Below the header, the 'Division Management' page is displayed with a '+ Add' button. A table lists divisions with columns for ID, NAME, RESEARCH TOTAL, and ACTIONS. The table shows 13 entries, with the first 10 visible. The 'ACTIONS' column contains 'Edit' and 'Delete' buttons for each entry. At the bottom, it says 'Showing 1 to 12 of 14 entries'.

ID	NAME	RESEARCH TOTAL	ACTIONS
1	Candon City	36	Edit Delete
2	Dagupan City	106	Edit Delete
3	Urdaneta City	82	Edit Delete
7	San Fernando City	141	Edit Delete
8	Pangasinan II	24	Edit Delete
9	Aramines City	36	Edit Delete
10	Batac City	4	Edit Delete
11	Ilocos Norte	48	Edit Delete
12	Ilocos Sur	399	Edit Delete
13	La Union	471	Edit Delete

Figure 6a: Division Management

To add, enter the division name then save (Figure 6b).

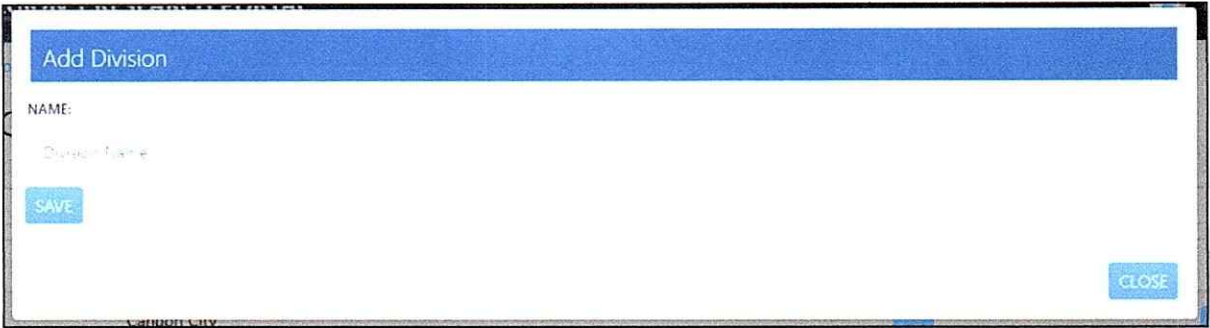


Figure 6b: Add Division

To edit, enter the division name then save (Figure 6c).

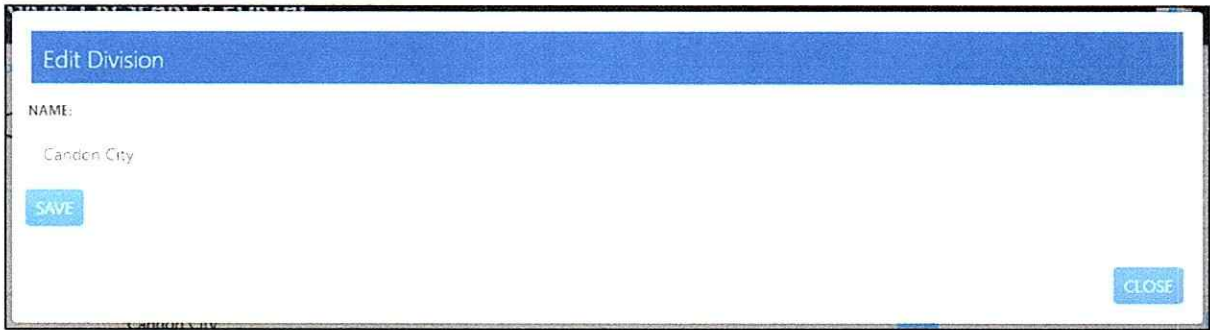


Figure 6c: Edit Division

E. School Office Management

The School Office Management, as illustrated in Figure 7 can be accessed through the navigation panel under the School Office Management tab. On this page, the administrator can add, edit, or update the school office, and view the comprehensive list of schools within the Region.



Figure 7: School Office Management

The image below provides a visual representation of the School Office Management page. The list of school offices is displayed with 10 entries per table by default, featuring key details such as the School's name, Address, Division, and available actions (Edit / Delete). Additionally, the administrator can conveniently search for specific school offices by entering the school name in the designated Search box.

DEPED REGION 1 RESEARCH PORTAL

Welcome, Region

School Office Management | + Add

Show: 10 entries

Search:

ID	NAME	ADDRESS	DIVISION	ACTIONS
2	Dagupan City National High School	Dagupan City	Dagupan City	Edit Delete
3	Aringay National High School	Aringay, La Union	La Union	Edit Delete
4	Banbana Elementary School	Santol District	La Union	Edit Delete
5	Litbang Integrated School	Burgos	La Union	Edit Delete
6	Candon National High School	Candon City	Candon City	Edit Delete
7	Urdaneta City National High School	High School Drive, San Vicente, Urdaneta City	Urdaneta City	Edit Delete
8	Alaminos City National High School	San Jose Drive, Poblacion, Alaminos City, Pangasinan	Alaminos City	Edit Delete
11	Cataangin Central School	San Fernando City (La Union)	San Fernando City	Edit Delete
12	Anonas National High School	Anonas, Urdaneta City	Urdaneta City	Edit Delete
14	OSDS-ICT	High School Drive, San Vicente, Urdaneta City	Urdaneta City	Edit Delete

Showing 1 to 10 of 15 entries

Figure 7a: School Office Management

To add the School Office, enter the School Office name, Division, and Address then Save (Figure 7b).

Add School Office

NAME:

DIVISION:

ADDRESS:

[SAVE](#)

[CLOSE](#)

Figure 7b: Add School Office

To edit the School Office, enter the school name, division, or address then save (Figure 7c).

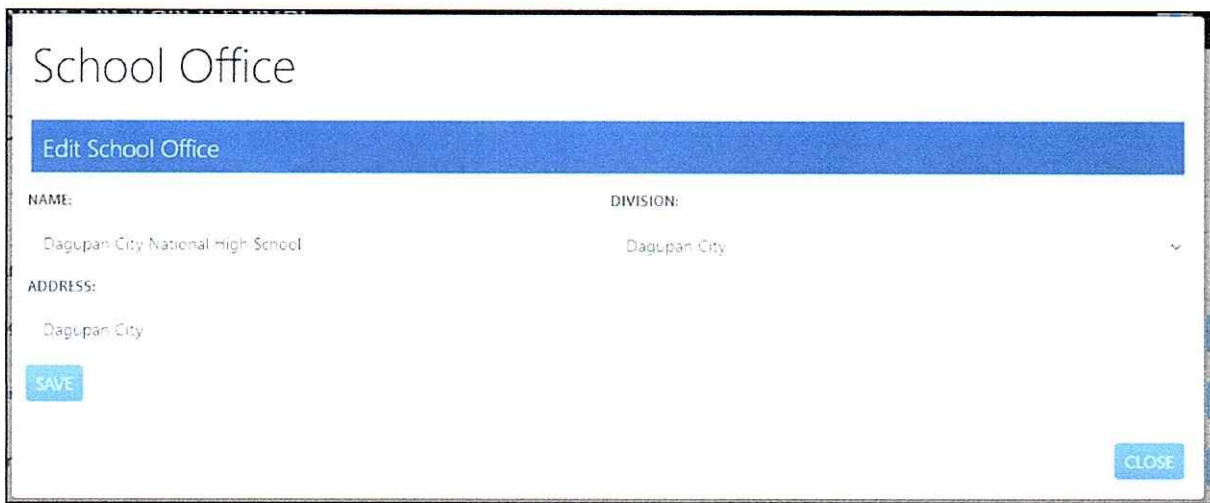
The screenshot shows a web form titled "School Office" with a sub-header "Edit School Office". It contains three input fields: "NAME:" with the value "Dagupan City National High School", "DIVISION:" with a dropdown menu showing "Dagupan City", and "ADDRESS:" with the value "Dagupan City". There are two buttons at the bottom: a blue "SAVE" button on the left and a blue "CLOSE" button on the right.

Figure 7c: Edit School Office

F. Research Management

This functionality empowers the administrator to oversee various aspects of research articles, including managing research type, research theme, as well as the ability to view and copy citations (Figure 8).

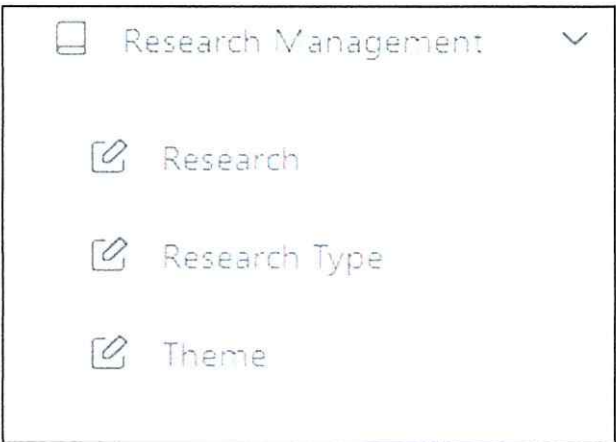
The screenshot shows a dropdown menu titled "Research Management" with a downward arrow. It contains three items, each with a pencil icon: "Research", "Research Type", and "Theme".

Figure 8: Research Management

To add a research entry, click the "Add" button and input details such as research title, theme, type, scope, study locale, status, journal publication date (if published), funding source, year approved, completion date, abstract, and keywords. The research abstract can be uploaded by clicking the browse button. Finally, click "Save" to complete the process. Please see Figure 8b to view the Add Research facility.

Add Research

TITLE

Title

RESEARCH THEME

-Select Theme-

RESEARCH TYPE

-Select Research Type-

SCOPE

-Select Scope-

DIVISION

-Select Division-

LOCALE OF THE STUDY

Locale

RESEARCH STATUS

-Select Research Status-

JOURNAL PUBLISHED DATE

mm/dd/yyyy

FUNDING TYPE

-Select Funding Type-

IS BERF RESEARCH

BERF Research

FUNDING SOURCE

Source

FUNDING GRANT (IN P.)

00.00

YEAR APPROVED/FUNDED

yy

COMPLETION DATE

yy

ABSTRACT

Abstract

KEYWORDS

Key words separated with commas

MANUSCRIPT FILE

Browse

No file selected

ARTICLE FILE

Browse

No file selected

SAVE

CLOSE

Figure 8b: Add Research



Figure 8d: Research Authors

To edit Research (Figure 8e), click the edit button to make the necessary changes. Then click save.

Edit Research

TITLE:

The Effectiveness of Explicit Time-Direction on the Speed and Accuracy of Grade 10 Students in Solving

RESEARCH THEME:

Teaching and Learning

RESEARCH TYPE:

▼

Action Research

▼

SCOPE:

Division

DIVISION:

▼

DepEd Division

▼

LOCALE OF THE STUDY:

DepEd City National High School - DepEd City

RESEARCH STATUS:

Published

JOURNAL PUBLISHED DATE:

▼

09-01-2018

▼

FUNDING TYPE:

Funded

IS BERF RESEARCH:

▼

BERF Research

▼

FUNDING SOURCE:

BERF

FUNDING GRANT (IN ₱):

▼

0.00

▼

YEAR APPROVED/FUNDED:

2018

COMPLETION DATE:

▼

2018

▼

ABSTRACT:

Abstract

KEYWORDS:

Keywords (separate with comma)

MANUSCRIPT FILE:

Browse...

No file selected

ARTICLE FILE:

Browse...

No file selected

SAVE

CLOSE

Figure 8e: Edit Research

The "View Research" feature displays comprehensive details of the uploaded research abstract. Additionally, users can easily copy the citation by clicking the designated button and access the abstract for a more in-depth review.

DEPED REGION 1 RESEARCH PORTAL | Welcome, Region

Home | Research Management

View Research | [Back](#)

Title:	The Effectiveness of Explicit Time-Drills on the Speed and Accuracy of Grade 10 Students in Solving
Research Theme:	Teaching and Learning
Year Funded:	2015
Year Completed:	2015
Funding Type:	Funded
Research Scope:	Division
Division:	Dagupan City
Locale of the Study:	Dagupan City National High School, Dagupan City
Research Status:	Published
Publication Date:	September 01, 2016
Research Type:	Action Research
Fund Source:	BERP
Grant Amount:	Php 0.00
Abstract:	
Keywords:	
Cite Research (APA):	Copy citation Losano, D. (2015). The Effectiveness of Explicit Time-Drills on the Speed and Accuracy of Grade 10 Students in Solving . Division (DepEd Region 1).

[View Abstract](#) / No IMRaD-format Article

Figure 8c: View Research

The admin can add and remove author(s) under the Research Authors tab (Figure 8d).

Research Authors

AVAILABLE AUTHORS:

[Add](#)

LINKED AUTHORS:

ID	FIRST NAME	LAST NAME	ACTIONS
15	Digno	Losano	Remove

[CLOSE](#)

Figure 8d: Research Authors

F.2. Research Type

Figure 9 shows the list of research types, the total number of research, and actions to be taken (Edit and Delete).

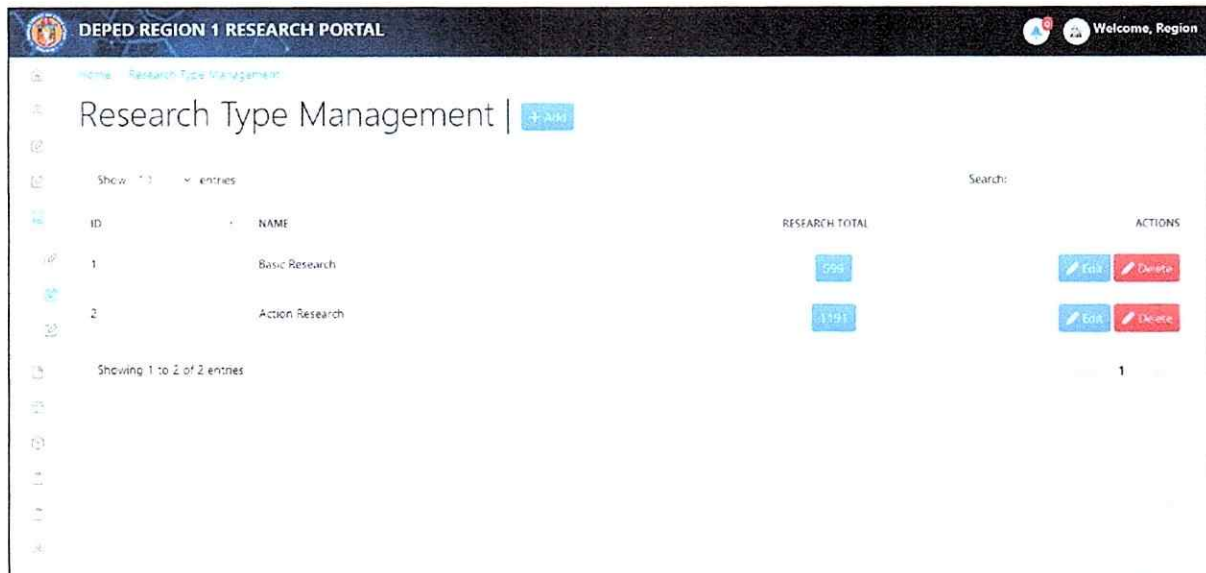


Figure 9: Research Type

To add a Research Type (Figure 9a), click the add button, enter the research type name, and then click save.

The form is titled 'Add Research Type' in a blue header. It contains a 'NAME:' label followed by a text input field with the placeholder 'Research Type Name'. Below the input field is a blue 'SAVE' button. In the bottom right corner, there is a blue 'CLOSE' button.

Figure 9a: Add Research Type

Figure 9b shows the list of research, year funded, division, type of research, theme, and journal published date.

RESEARCH NAME	FUNDED YEAR	DIVISION	TYPE OF RESEARCH	THEME	JOURNAL PUBLISHED DATE
"I Thought It Was Easy": The Untold Stories of Student Mothers During Face-to-Face Classes	2023	Ilocos Sur	Basic Research	Child Protection	
"PAGPAPABUTI NG KASANAYANG PANGGRAMATIKA NG MGA MAG AARAL SA IKA-LABING-DALAWANG BAITANG SA PAMAMAGITAN NG ANALITIKAL NA PAGTATAYA"	2022	Pangasinan	Basic Research	Teaching and Learning	
A PROPOSED BEHAVIOR MANAGEMENT INTERVENTION PLAN TO GUIDE TEACHERS IN THE MANAGEMENT OF BEHAVIOR PROBLEMS	2022	Ilocos Sur	Basic Research	Governance	2022-02-02
A Qualitative Investigation of Effective Practices for Teaching Writing in High School English Classes	2023	Ilocos Sur	Basic Research	Teaching and Learning	
A Review Of The Child Protection Policy: Basis For Training and Enhancement Program	2022	Ia Union	Basic Research	Governance	

Figure 9b: List of Research

Click the edit button to make the necessary changes to edit the research type (Figure 9c). Then, click save.

Edit Research Type

NAME:

Basic Research

SAVE

CLOSE

Figure 9c: Edit Research Type

F.3. Research Theme

The admin can add research themes by clicking the add button (Figure 10). Enter the research theme, then click Save. Also, the admin can search, and view the list of research themes, the total number of research by theme, and actions taken (edit and delete).

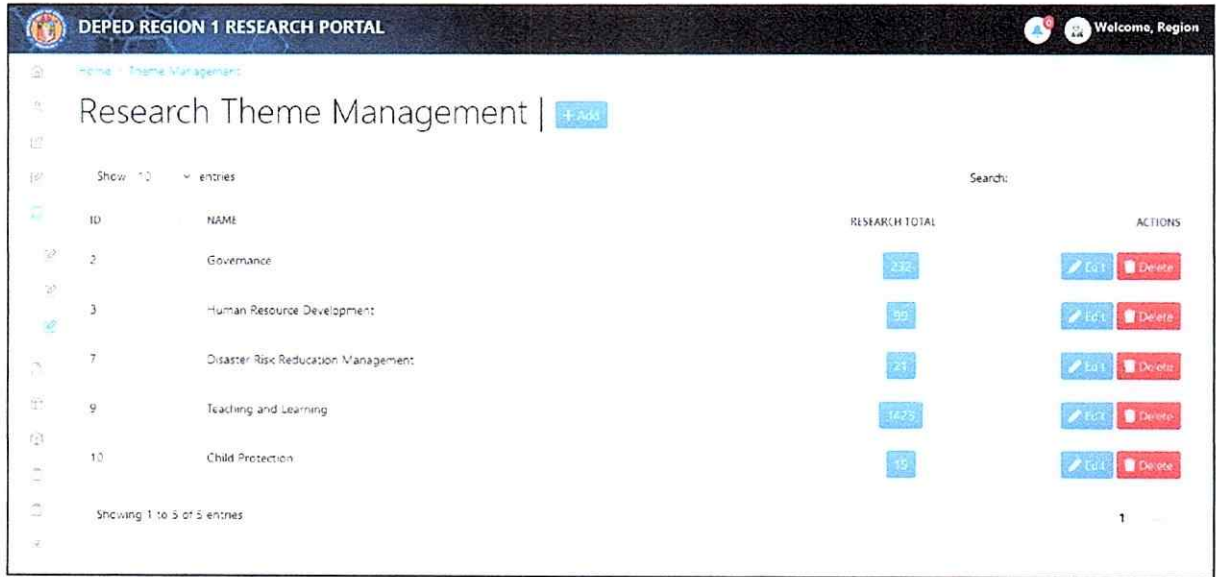


Figure 10: Research Theme

G. Policy Management

Policy Management (Figure 11) allows the administrator to create and manage policies/guidelines that are offshoots of research.

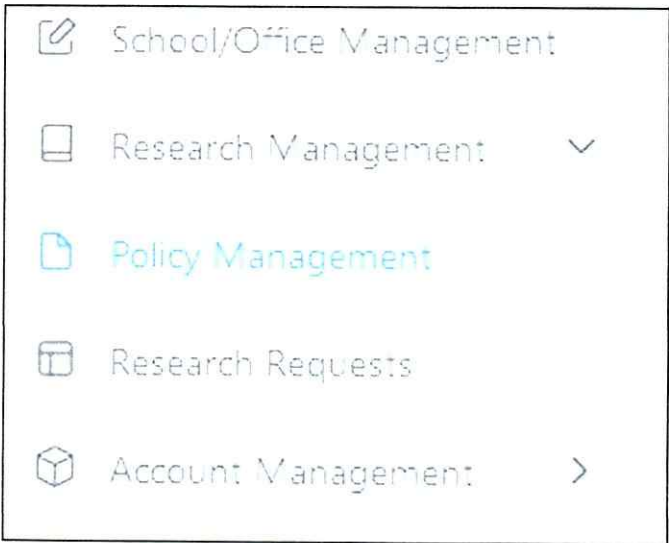


Figure 11: Policy Management

The admin can view the list of policies, search, assign research, edit policy, and delete (Figure 11a).

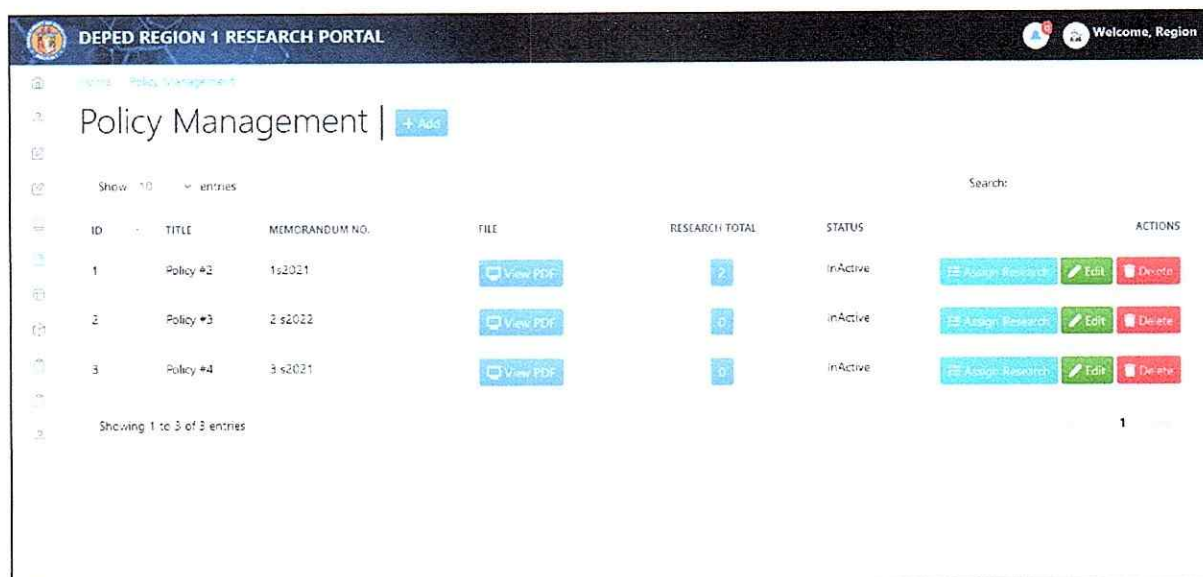


Figure 11a: Policy Management

To add a Policy, click the add button (Figure 11b). Enter the policy title, memorandum number, status, and attach memo file. Then, click save.

Add Policy

TITLE:

MEMORANDUM #:

STATUS:

MEMO FILE: No file selected.

Figure 11b: Add Policy

Figure 11c shows the sample of the memorandum file being uploaded in a pdf format.

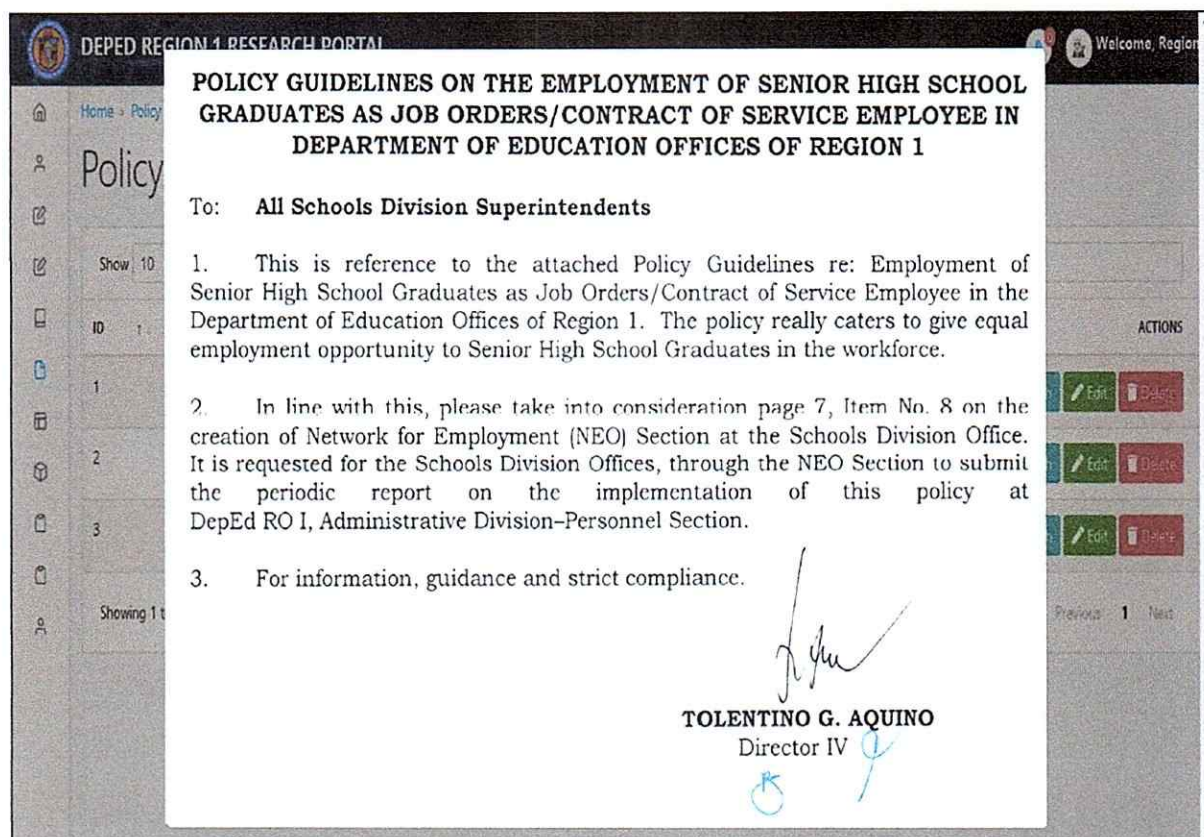


Figure 11c: View PDF

To assign a policy to research, click the Assign Research button, then save (Figure 11d).

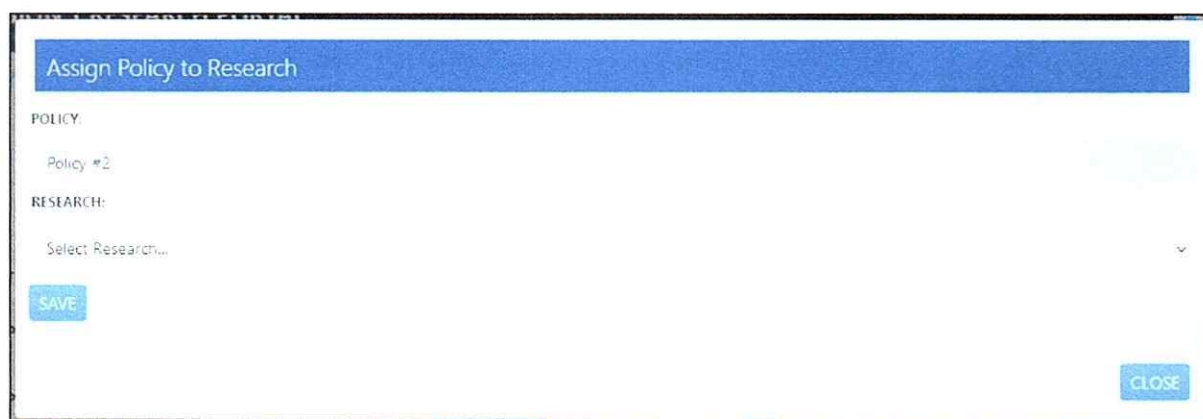


Figure 11d: Assign Policy to Research

To edit a policy, click the edit button to make the necessary changes. Then click save. Please see Figure 11e to view the facility on Edit Policy.

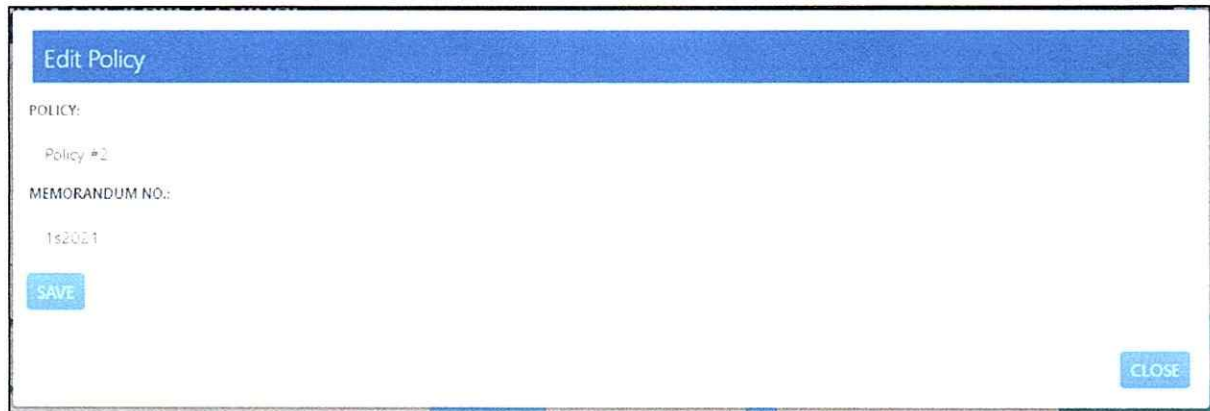


Figure 11e: Edit Policy

H. Research Request Management

The Research Request Management tab is for viewing research requests (Figure 12).

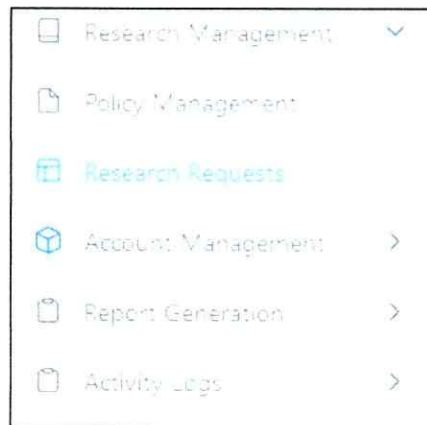


Figure 12: Research Requests

Figure 12a shows the list of those who requested to view an article/research abstract, the reason and purpose for accessing the research, the date requested, and the action taken either approved or declined.

DEPED REGION 1 RESEARCH PORTAL								
Welcome, Region								
Research Request Management								
Show: 10 entries Search:								
ID	RESEARCH	REQUESTER	STATUS	PURPOSE	REASON	DATE REQUESTED	DATE APPROVED	ACTIONS
1	Disaster Management Preparedness of School Heads of Public Schools in the Schools Division of San Fernando City	Tamayo, Arni Felix	Approved	for testing	approved	2023-11-04 00:18:57	2023-11-09 00:29:54	Decline
2	Status Of Operation Of School Canteen Among Public Schools in The City Division Of Batac	Tamayo, Arni-Rae Felix	Requested	for ongoing research		2023-11-08 20:34:46		Approve Decline
3	Implementation of Child Protection Policy in the Public Secondary Schools in the City Division of Cancon	Sabado, Joanna D.	Requested	Reference for Policy		2023-11-08 20:55:17		Approve Decline
4	Improving Teachers' ICT Competence For 21 Century Learning Through Resourcing and In-Service Training	Agustin, Carlo Bernas	Approved	Research purposes	Request Granted	2023-11-08 21:32:53	2023-11-08 21:53:01	Decline
5	Status Of Operation Of School Canteen Among Public Schools in The City Division Of Batac	Riveros, Jun Howard Jucutan	Requested	None		2023-11-08 21:33:24		Approve Decline
6	Status Of Operation Of School Canteen Among Public Schools in The City Division Of Batac	TIMBOL EDGAR TOMBO	Requested	Access to research portal for reference		2023-11-08 21:34:30		Approve Decline
7	Status Of Operation Of School Canteen Among Public Schools in The City Division Of Batac	Abon, Janice Usen	Requested	to search references		2023-11-08 21:34:37		Approve Decline
8	Improving Teachers' ICT Competence For 21 Century Learning Through Resourcing and In-Service Training	Agustin, Carl Bernas	Requested	Research purposes		2023-11-08 21:35:17		Approve Decline
9	Development of the Delococob and Delococob as a Strategy in Facilitating the Land Tiding of School Sites in the Schools Division of Laoag City	Velina, Vangelina De la Cruz	Approved	for reference	approved	2023-11-08 21:35:17	2023-11-08 22:03:12	Decline
10	Factors in the Successful Provision of Resources for School Governance in the City Schools Division of Urdaneta	Cabading, Ryanbille Rivera	Declined	For literature review	not valid reason	2023-11-08 21:35:44	2023-11-08 22:03:31	Approve
Showing 1 to 10 of 26 entries 1								

Figure 12a: Research Requests

I. Account Management

In the Account Management tab, the admin can add users, manage admin users, and user access types.

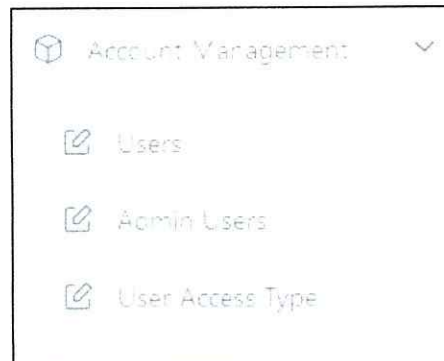


Figure 13: Account Management

I.1. User Management

User Management allows the administrator to add accounts. By clicking the add new user button the admin can add the name of the user, division, school office, rank, e-mail address, and contact number. Also, the admin can add new bulk/multiple users. The facility is shown in Figure 13a.

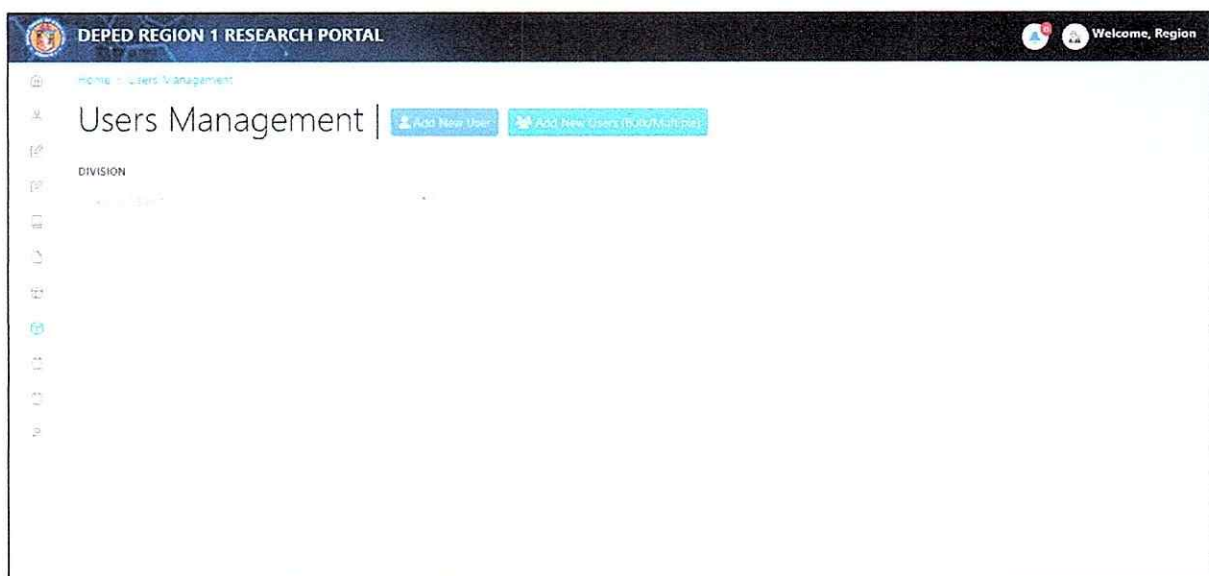
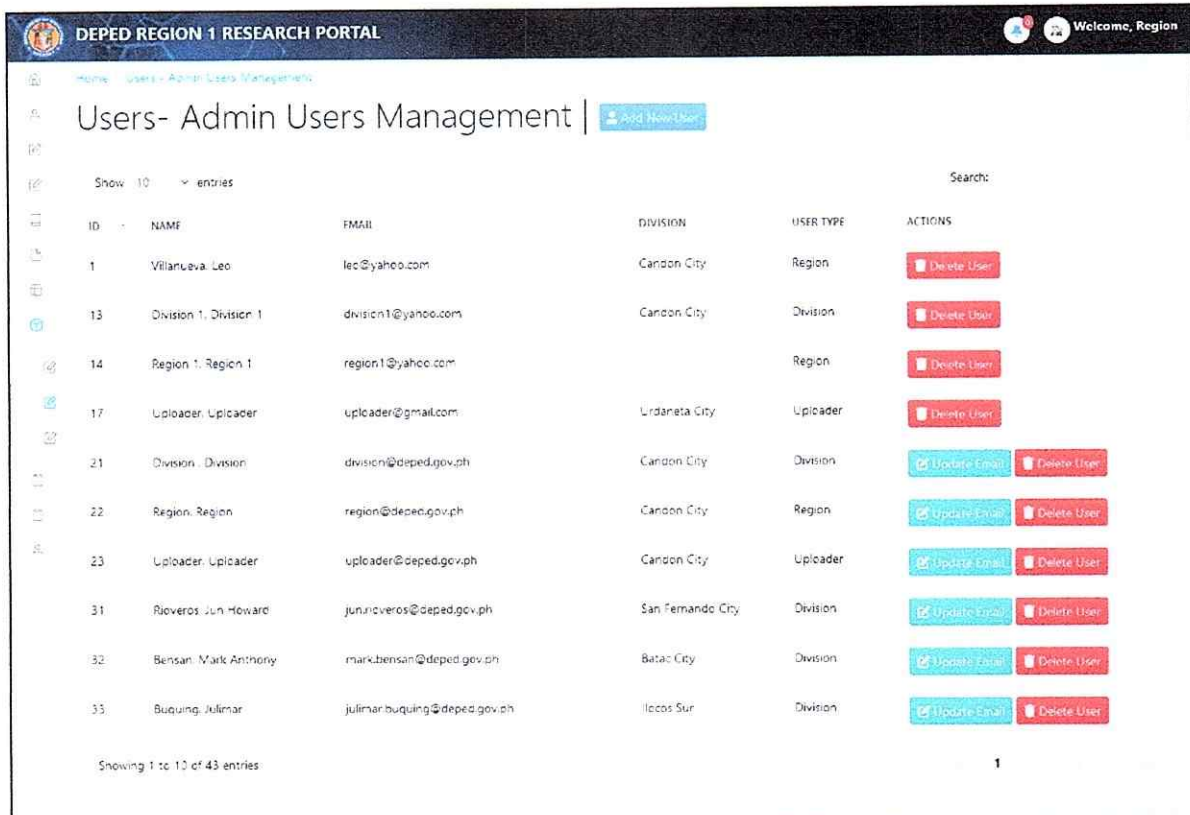


Figure 13a: User Management

I.2. Admin Users Management

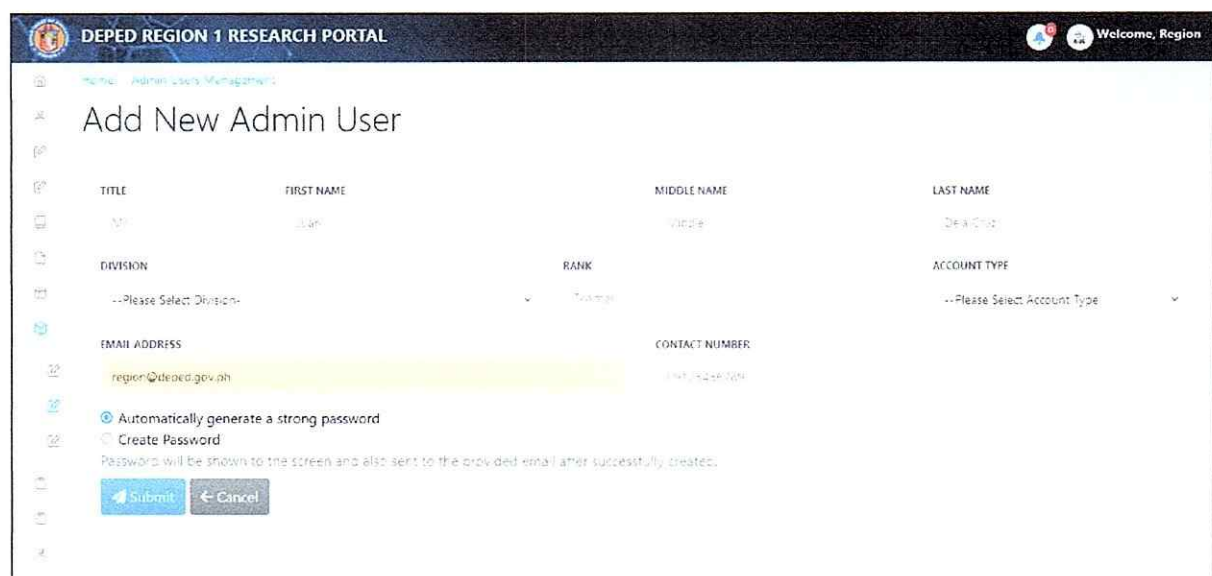
Admin Users Management page allows administrators to manage user access for every division. Figure 14 shows the said page.



ID	NAME	EMAIL	DIVISION	USER TYPE	ACTIONS
1	Villanueva, Leo	lec@yahoo.com	Candon City	Region	Delete User
13	Division 1, Division 1	division1@yahoo.com	Candon City	Division	Delete User
14	Region 1, Region 1	region1@yahoo.com		Region	Delete User
17	Uploader, Uploader	uploader@gmail.com	Urdaneta City	Uploader	Delete User
21	Division, Division	division@depd.gov.ph	Candon City	Division	Update Email, Delete User
22	Region, Region	region@depd.gov.ph	Candon City	Region	Update Email, Delete User
23	Uploader, Uploader	uploader@depd.gov.ph	Candon City	Uploader	Update Email, Delete User
31	Rioveros, Jun Howard	jun.rioveros@depd.gov.ph	San Fernando City	Division	Update Email, Delete User
32	Bensan, Mark Anthony	mark.bensan@depd.gov.ph	Batac City	Division	Update Email, Delete User
33	Buquing, Julimar	julimar.buquing@depd.gov.ph	Ilocos Sur	Division	Update Email, Delete User

Figure 14: Admin User Management

To add a new admin user account, click the add new user button. Enter the name, e-mail, division, account type, and contact number then submit. Also, the admin can update the email and delete user(s). Please refer to Figure 14a.



Add New Admin User

TITLE: Mr. FIRST NAME: Jan MIDDLE NAME: Vicente LAST NAME: Dela Cruz

DIVISION: --Please Select Division-- RANK: --Please Select Rank-- ACCOUNT TYPE: --Please Select Account Type--

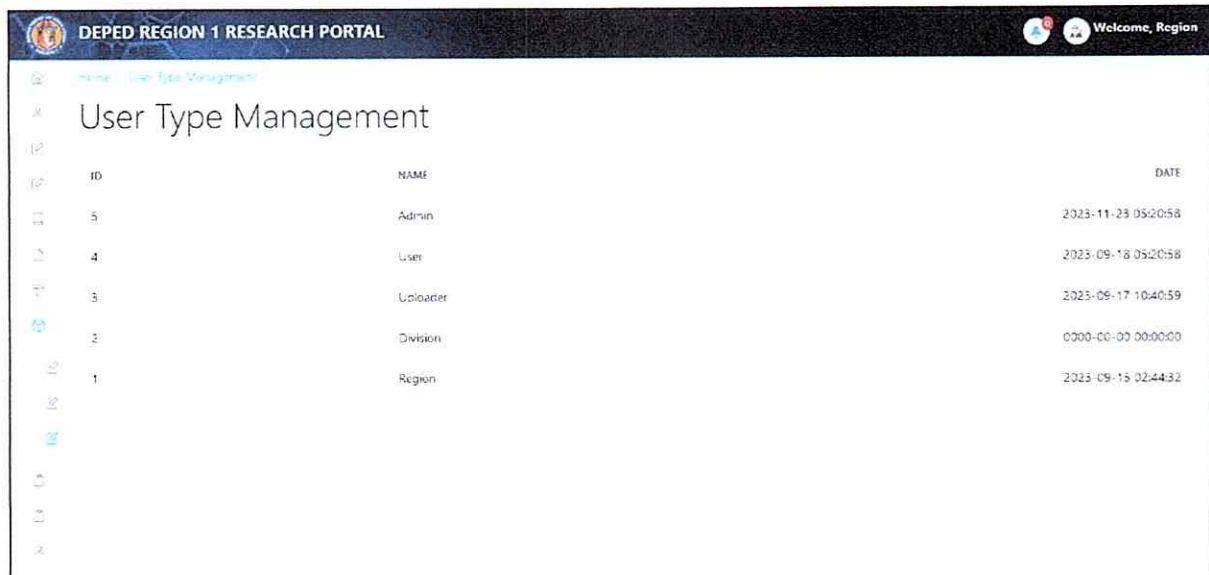
EMAIL ADDRESS: region@depd.gov.ph CONTACT NUMBER: 0917-1234567

☒ Automatically generate a strong password
☐ Create Password
 Password will be shown to the screen and also sent to the provided email after successfully created.

Figure 14a: Add New Admin User

I.3. User Type Management

User Type Management allows administrators to control access and roles for users. The facility is shown in Figure 15.



ID	NAME	DATE
5	Admin	2023-11-23 05:20:58
4	User	2023-09-18 05:20:58
3	Uploader	2023-09-17 10:40:59
2	Division	0000-00-00 00:00:00
1	Region	2023-09-15 02:44:32

Figure 15: User Type Management

J. Report Generation

Report Generation includes reports that can be generated by BERF/Non-BERF, BERF Research by Theme, BERF Research by Division, Non-BERF by Theme, and Non-BERF by Division as shown in Figure 16.



Figure 16: Report Generation

J.1. BERF/Non-BERF Research

Summary of BERF/Non-BERF Research shown in Figure 17 displays the BERF Research in blue color while Non-BERF Research in yellow color, both in bar graph and pie chart.

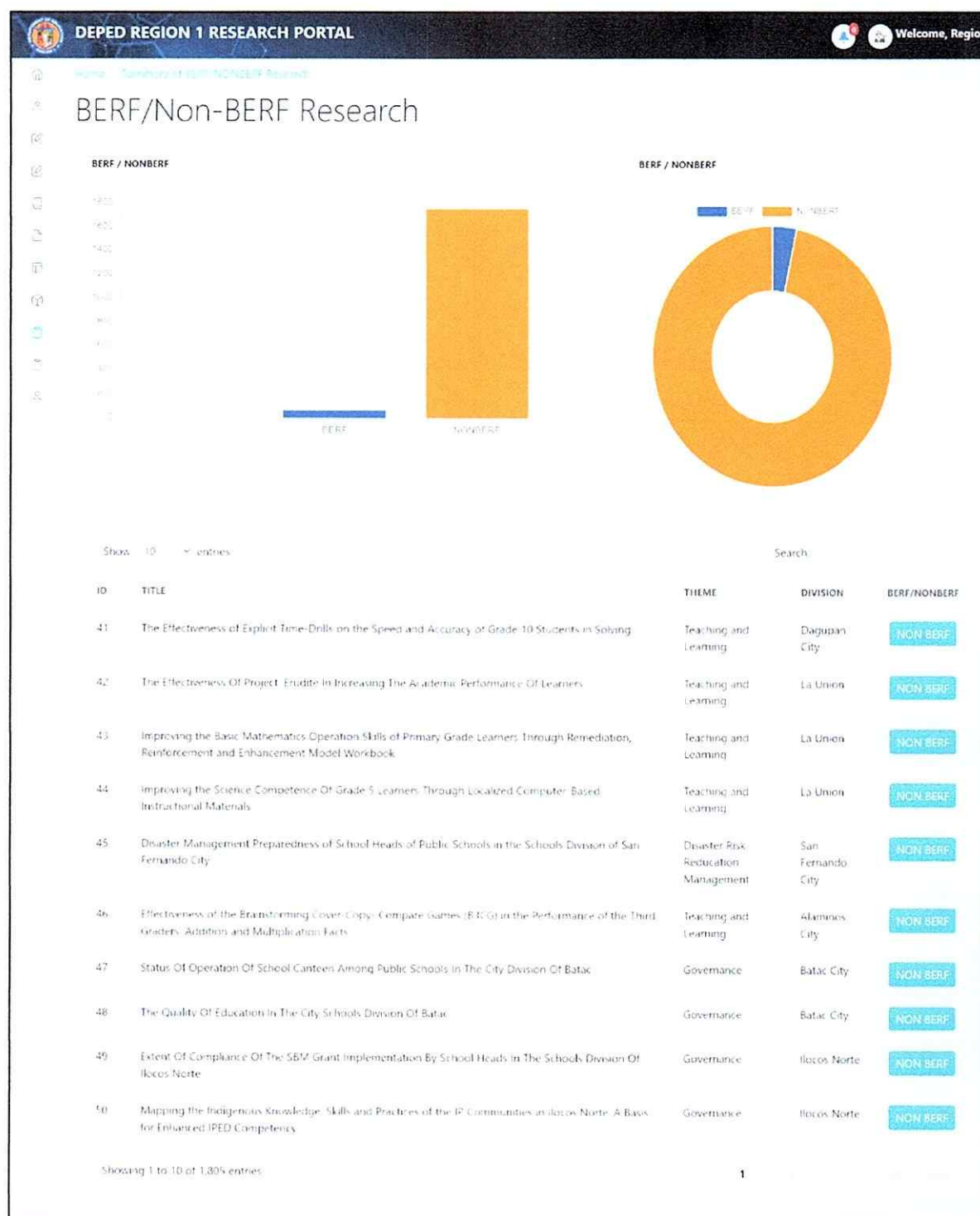


Figure 17: Summary of BERF/ Non-BERF Research

J.2. BERF Research by Theme

Summary of BERF Research by Theme may be viewed both in bar graph and pie chart (Figure 18). The research themes include Teaching and Learning, Child Protection, Human Resource Development, and Governance, and the cross-cutting themes namely Disaster Risk Reduction Management (DRRM), Gender and Development (GAD), and Inclusive Education.

This facility gives a snapshot of the research most commonly conducted and the least explored topics.

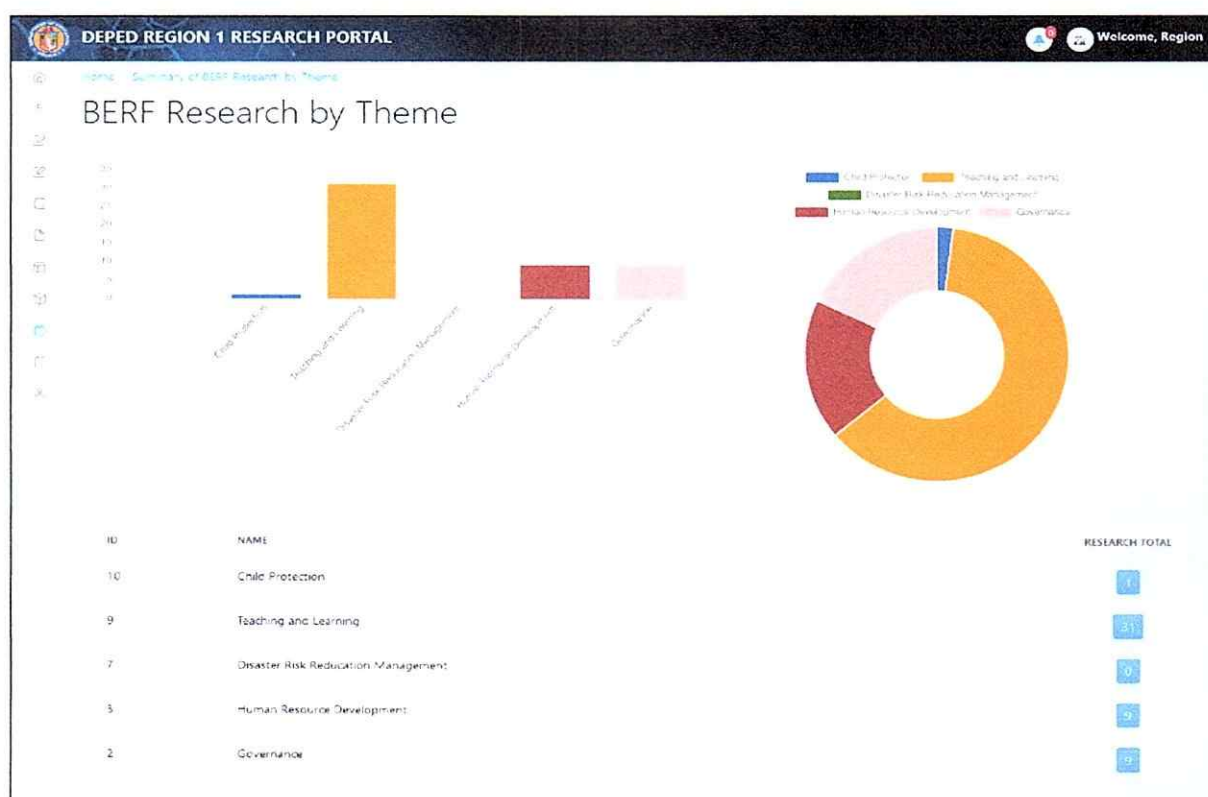


Figure 18: Summary of BERF Research by Theme

J.3. BERF Research by Division

Figure 19 shows the Summary of BERF Research by Division. The figures provide a glimpse of the schools division offices' approved research for funding.

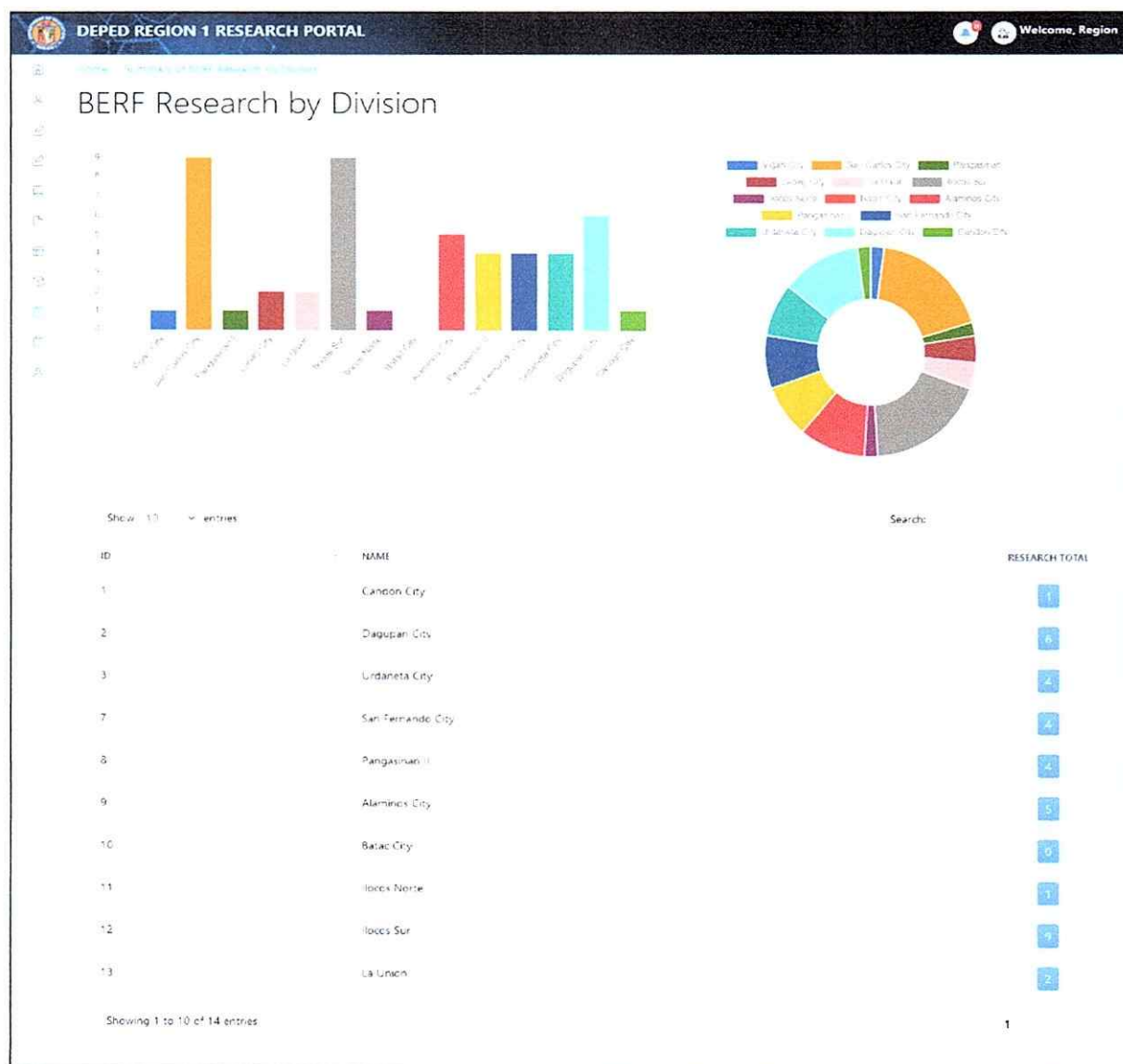


Figure 19: BERF Research by Division

J.4. Non-BERF Research by Theme

Figure 20 presents the Summary of Non-BERF Research by Theme in bar graph and pie chart.

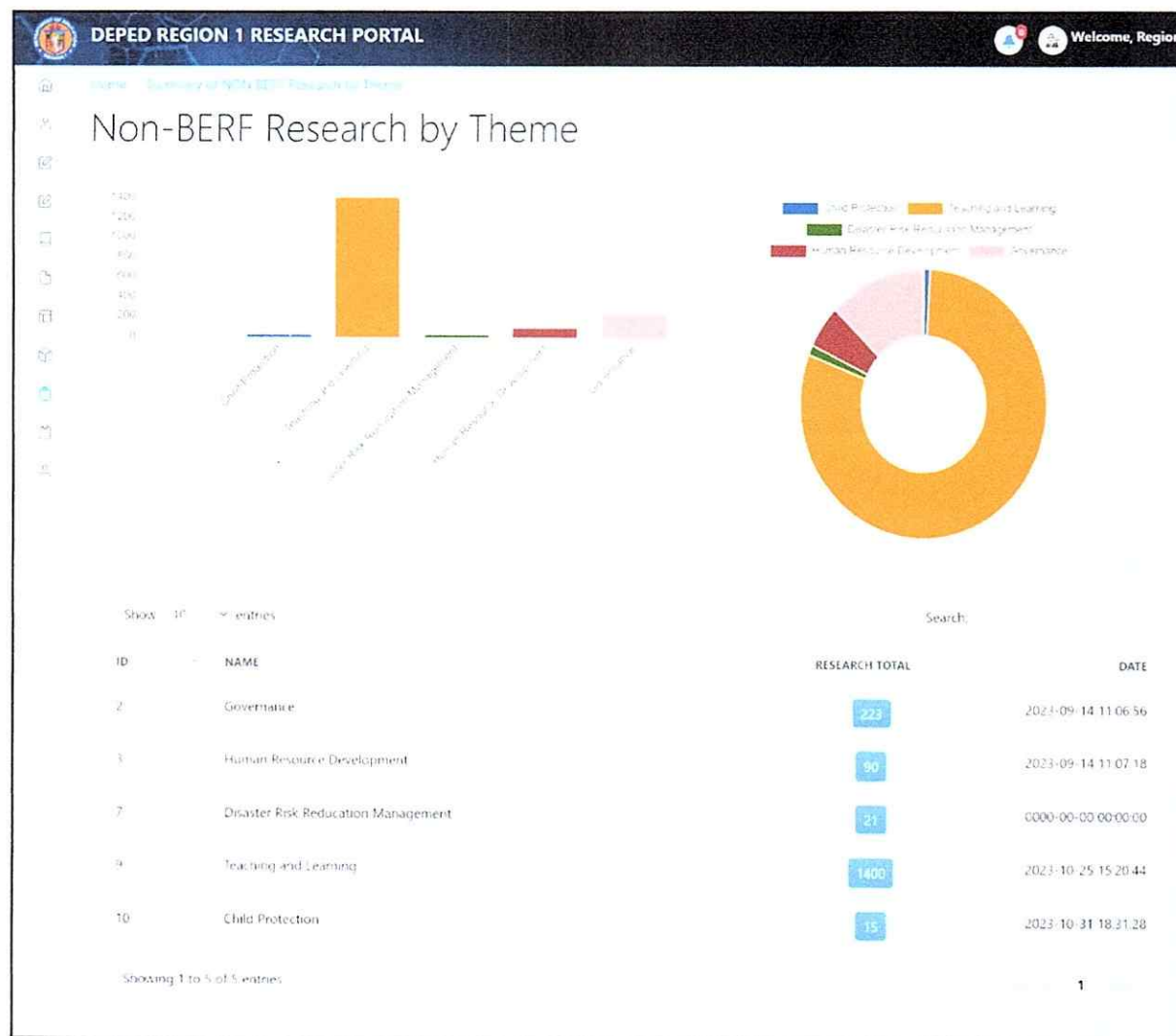


Figure 20: Summary of Non-BERF Research by Theme

J.5. Non-BERF Research by Division

Figure 21 shows the Summary of Non-BERF Research by Division, both in bar graph and pie chart.

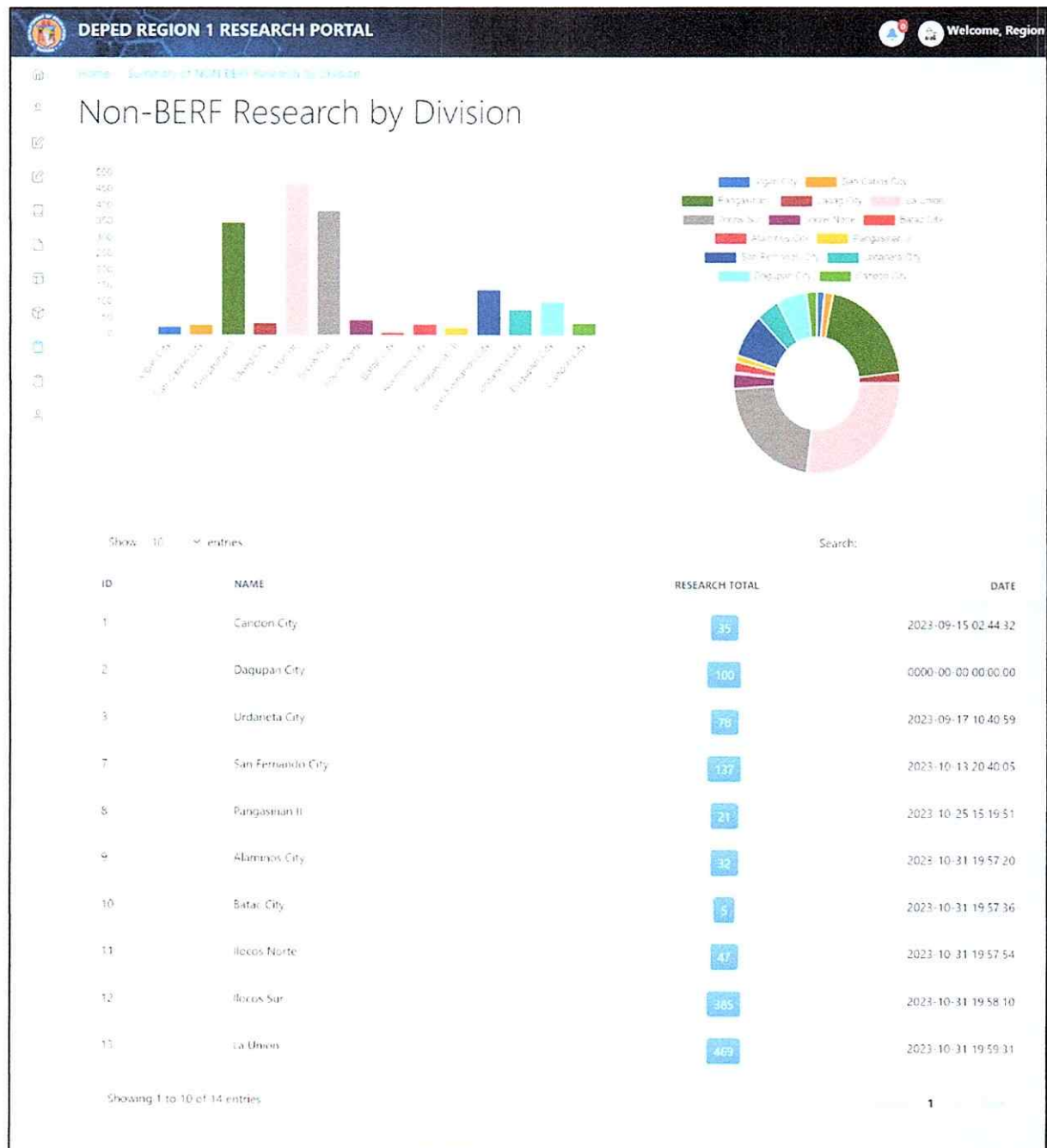


Figure 21: Summary of Non-BERF Research by Division

K. Activity Logs

Figure 22 contains information on all activities carried out for system functions over a period.

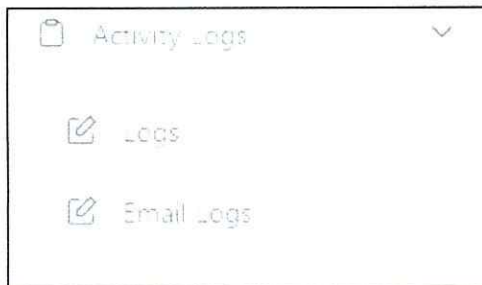


Figure 22: Activity Logs

K.1. Logs

This page serves as a tool for administrators to monitor and record user activities performed throughout the system.

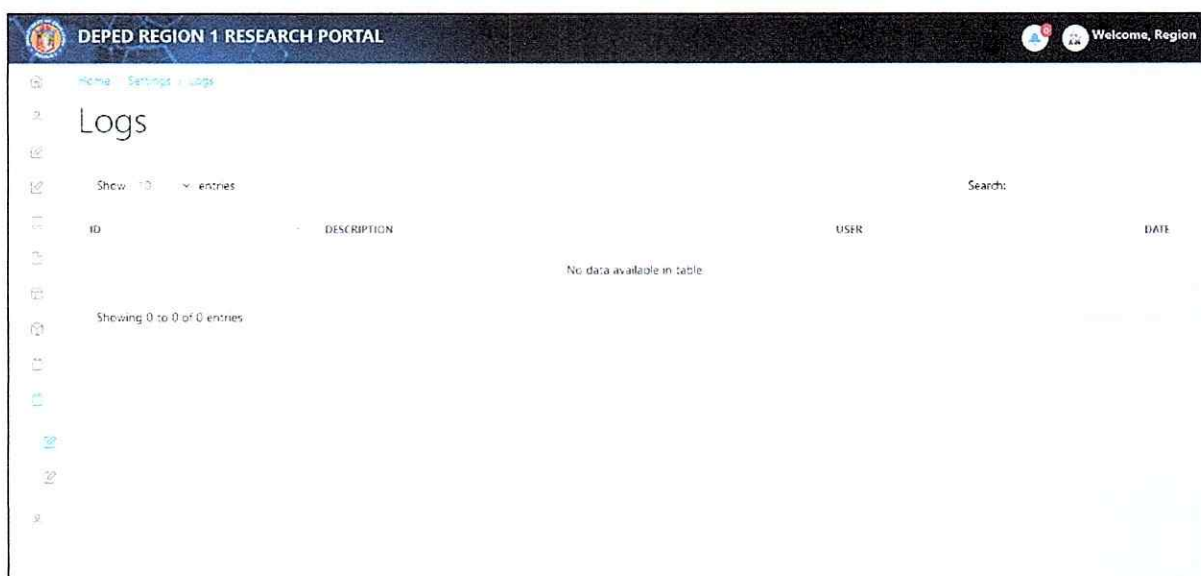
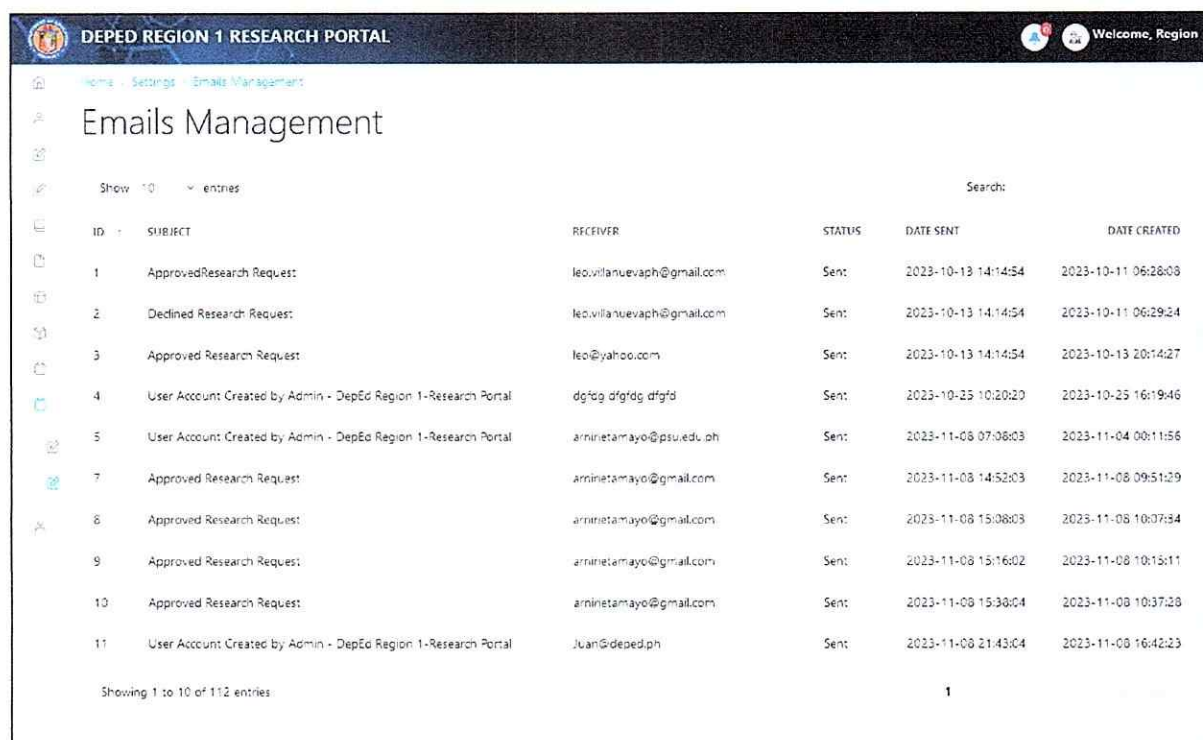


Figure 23: Logs

K.2. Email Management

This feature allows the administrator to keep track of the emails based on the subject or activity done by the specific user with status, date sent, and date created.

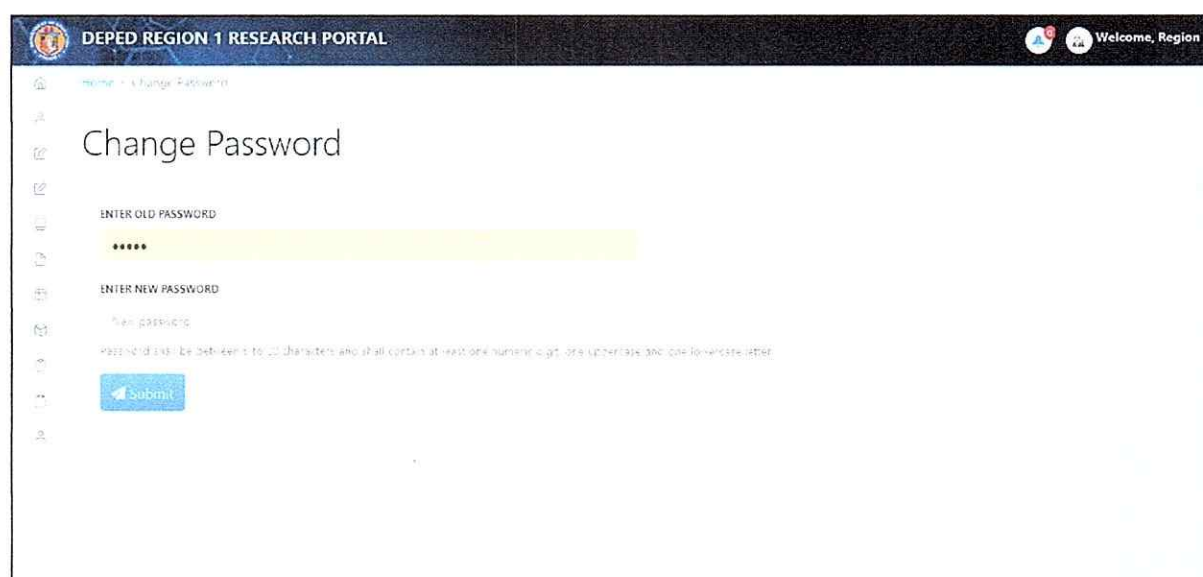


ID	SUBJECT	RECEIVER	STATUS	DATE SENT	DATE CREATED
1	Approved Research Request	leo.wilfanuevaph@gmail.com	Sent	2023-10-13 14:14:54	2023-10-11 06:28:08
2	Declined Research Request	leo.wilfanuevaph@gmail.com	Sent	2023-10-13 14:14:54	2023-10-11 06:29:24
3	Approved Research Request	leo@yahoo.com	Sent	2023-10-13 14:14:54	2023-10-13 20:14:27
4	User Account Created by Admin - DepEd Region I-Research Portal	dgfdg dfgrdg dfgrd	Sent	2023-10-25 10:20:20	2023-10-25 16:19:46
5	User Account Created by Admin - DepEd Region I-Research Portal	anninetamayo@psuedu.ph	Sent	2023-11-08 07:08:03	2023-11-04 00:11:56
7	Approved Research Request	anninetamayo@gmail.com	Sent	2023-11-08 14:52:03	2023-11-08 09:51:29
8	Approved Research Request	anninetamayo@gmail.com	Sent	2023-11-08 15:08:03	2023-11-08 10:07:34
9	Approved Research Request	anninetamayo@gmail.com	Sent	2023-11-08 15:16:02	2023-11-08 10:18:11
10	Approved Research Request	anninetamayo@gmail.com	Sent	2023-11-08 15:30:04	2023-11-08 10:37:28
11	User Account Created by Admin - DepEd Region I-Research Portal	Juan@depd.ph	Sent	2023-11-08 21:43:04	2023-11-08 16:42:23

Figure 24: Email Management

L. Change Password

To enhance security, it is advisable to change the password within the system by selecting the "Change Password" option and following the prompts to update the existing password to a new one, then click the Submit button.



DEPED REGION 1 RESEARCH PORTAL

Welcome, Region

Home > Change Password

Change Password

ENTER OLD PASSWORD

ENTER NEW PASSWORD

Plan password

passwords must be between 8 to 20 characters and must contain at least one numeric digit, one uppercase and one lowercase letter

Submit

Figure 25: Change Password