

15 February 2018

Dear _____:

Greetings!

The A&A Knowledge Base Research Consultancy and Training Inc. (A&A), an accredited service provider for Continuing Professional Development (CPD) for Professional Teachers (**PRC-CPD Accreditation No. 2017-046**) would like to invite you to its upcoming seminar-workshops on Action Research. The objectives and other details of these activities are attached to this letter.

A. National Seminar-Workshop on Developing Action Research Plans for Continuous Improvement in Teaching Practices

Date: April 19-21, 2018

Venue: Orchid Garden Suites, Manila

B. International Seminar-Workshop on Empowering Professionals for Social Change through Action Research

Date: May 27-29, 2018

Venue: Tagaytay City

These seminar-workshops will be handled by globally renowned researchers. The international seminar-workshop will be primarily facilitated by **Prof. Mary Brydon-Miller**, co-editor of Sage Encyclopedia for Action Research and advocate of Participatory Action Research, and **Prof. Bronwyn Williams**, expert on cross-cultural communication and literacy and pedagogy. They will be assisted by **Prof. Maricar Prudente** of De La Salle University, among other local researchers and university professors. Dr. Prudente also leads the team of experts for the national seminar-workshop.

With the expertise and dedication of these resource speakers, along with the carefully researched training design, rest assured that every participant will be empowered to conduct systematic examination of professional practices towards continuous improvement and positive social change.

Finally, we hope to welcome you to these seminar-workshops. Should you have questions and clarifications regarding this invitation, please feel free to contact our secretariat at mobile numbers +639954354200 (GLOBE), +639479926385 (SMART) or email us at trainings@anakbase.org.

Thank you.

Sincerely,



SOCORRO AGUJA, PhD

President

A&A Knowledge Base Research Consultancy and Training Inc.

National Seminar-Workshop on Promoting Substantive Pedagogy through Action Research

Module 1: Developing Action Research Plans for Continuous Improvement in Teaching Practices

*Note: Number of CPD points will be posted at www.anakbase.com once available.

This seminar-workshop is the first module in a four-module series which aims to promote research and teaching nexus in Philippine basic and higher education systems by mainstreaming the conduct of action research. Specifically, the series envisions to empower teacher-practitioners to conduct systematic examination of their respective practices, thereby undergoing the cycle of gaining insights, developing a reflective practice, effecting positive change, and most of all, improving learning outcomes.

The topics included in this seminar-workshop were carefully planned to enable participants to produce theoretically sound researches, which are conducted and adapted by teacher-practitioners themselves. Module 1 introduces a Continuous Improvement (CI) model in conducting Action Research. It primarily aims to assist every teacher practitioner to conduct constant examination of theoretical and methodological presuppositions in order to effect continuous positive change in his teaching practices.

Finally, this seminar-workshop envisions to have all basic and higher education teachers actively engaged in researching the practice and practicing the research towards generating and refining knowledge, enhancing classroom practices, and improving teaching practices.

After completing this module, participants are expected to develop a thorough understanding of the action research cycle and a grounded appreciation of the action research process. Further, the workshop aims to assist educators in developing action research projects on whatever practice they identify as worthy of understanding and improvement. In particular, the workshop aims to develop/enhance participants' capacity to:

1. demonstrate understanding of the basic principles of action research as a rigorous research methodology to continuously improve practice;
2. demonstrate understanding of each stage of the action research cycle; and
3. develop action research plans on a particular area of teaching, alone, or in conjunction with other community members.

Program of Activities

April 19, 2018	
07:00 – 08:00	Registration and distribution of seminar kits
08:00 – 08:30	Opening Program (includes rationale and seminar rules and guidelines)
08:30 – 12:00	<i>Session 1: Action Research Theory, Principles, and Practice</i>
12:00 – 13:00	Lunch Break
13:00 – 16:00	<i>Session 2: Examining Problems in Education/Classroom</i>
16:00 – 18:00	<i>Workshop 1: Recognizing poor performance in teaching and analyzing root causes of such poor performance</i>
April 20, 2018	
08:00 – 12:00	<i>Session 3: Designing Action Research for Continuous Improvement</i> Part 1: The Plan Do Study Act (PDSA) Model
12:00 – 13:00	Lunch Break
13:00 – 17:00	<i>Session 3: Designing Action Research for Continuous Improvement</i> Part 2: Data Collection and Data Analysis Techniques for Action Research
17:00 – 18:00	<i>Consultation</i>
April 21, 2018	
08:00 – 12:00	<i>Workshop 2: Developing an Action Research Plan</i>
12:00 – 13:00	Lunch Break
13:00 – 17:00	Plenary Presentation of Outputs and Critiquing
17:00 – 18:00	Closing Program

International Seminar-Workshop on Action Research: Empowering Professionals for Social Change

**Note: Number of CPD points will be posted at www.anakbase.com once available.*

This international seminar-workshop aims to empower education leaders to effect positive social change through systematic investigation of educational practices and procedures. Further, it envisions to provide education professionals with the opportunity to undergo the cycle of recognizing dissatisfaction with the learning circumstances within a unit in the education system, formulating and testing improvement theories, and gaining insights towards developing a reflective practice and effecting positive social change. Specifically, the seminar-workshop enables education leaders to translate “improvement” in educational system into institutional programs and decisions that uphold social justice through quality, relevant, and inclusive education.

The topics included in this seminar-workshop were carefully planned to enable participants to produce theoretically sound researches and utilize its results in improving the quality of life. Topic 1 (Developing Action Research Plans for Continuous Improvement) introduces a Continuous Improvement (CI) model in conducting Action Research. It primarily aims to assist every education leader to conduct, along with his subordinates, constant examination of theoretical and methodological presuppositions in order to effect continuous positive change. Topic 2 (Collecting and Analyzing Quantitative Evidences of Improvement for Action Research) tenders a practical approach of developing data collection instruments and analyzing quantitative data using statistical software. Topic 3 (Collecting and Analyzing Qualitative Evidences of Improvement for Action Research) presents the various qualitative techniques in action research and demonstrates the process of coding and conceptualization using a Qualitative Data Analysis (QDA) software. Topic 4 (Utilizing Action Research Results for Social Change) provides guidance on how to prepare action research reports. It presents the various writing techniques and academic criteria in writing for research dissemination purposes and assists the participants in institutionalizing programs that have positive impact to the society.

Finally, this seminar-workshop envisions to have all education professionals actively engaged in researching the practice and practicing the research towards generating and refining knowledge, enhancing teaching practices, improving management of educational systems, and effecting positive social change.

At the end of this seminar-workshop, education leaders are expected to develop a thorough understanding of the action research cycle and a grounded appreciation of the action research process as a means to introduce positive social change. Further, participants are likewise expected to develop quantitative and qualitative data collection instruments for their action research projects, and analyze evidences of improvement. In particular, the seminar-workshop aims to develop/enhance participants’ capacity to:

1. discuss the basic principles of action research as a rigorous research methodology to continuously improve practice;
2. demonstrate understanding of each stage of the action research cycle;
3. develop action research plans on a particular area of their practice, alone, or in conjunction with other community members;
4. demonstrate understanding of the various techniques in collecting and analyzing quantitative and qualitative evidences of improvement;
5. evaluate an action research report;
6. demonstrate ethical research practices;
7. write action research as a scholarly report;
8. draw implications of action research evidences to affect administrative decisions towards social justice, and quality, relevant, and inclusive education;
9. manage the implementation of continuous improvement programs in an educational system

Program of Activities

Day 1: May 27, 2018	
Mode: Plenary Lecture	
Topic 1: Developing Action Research Plans for Continuous Improvement	
07:00 – 08:00	Registration and distribution of seminar kits
08:00 – 08:30	Opening Program (includes rationale and seminar rules and guidelines)
08:30 – 10:00	<i>Session 1: Action Research Theory, Principles, and Practice</i>
10:00 – 12:00	<i>Session 2: Recognizing Dissatisfaction in Educational Outcomes</i>
12:00 – 13:00	Lunch Break
13:00 – 16:00	<i>Session 3: Design of Action Research for Continuous Improvement</i>
16:00 – 18:00	<i>Session 4: Data Collection and Data Analysis in Action Research</i>
Day 2: May 28, 2018	
Mode: Breakout Session/Workshop	
Group 1: Collecting and Analyzing Quantitative Evidences of Improvement	
08:00 – 09:00	<i>Session 1: Quantitative Data Collection Techniques for AR</i>
09:00 – 10:00	<i>Session 2: Data Preparation and Exploratory Analysis</i>
10:00 – 12:00	<i>Session 3: Descriptive Statistics and Plots</i>
12:00 – 13:00	Lunch Break
13:00 – 14:00	<i>Session 4: Measures of Association</i>
14:00 – 15:00	<i>Session 5: Comparing Groups with t Tests and Similar Nonparametric Tests</i>
15:00 – 16:00	<i>Session 6: Analysis of Variance and Post Hoc Tests</i>
16:00 – 18:00	<i>Workshop</i>
Day 2: May 28, 2018	
Mode: Breakout Session/Workshop	
Group 2: Collecting and Analyzing Qualitative Evidences of Improvement	
08:00 – 09:00	<i>Session 1: Qualitative Data Collection Techniques for AR</i>
09:00 – 11:30	<i>Session 2: Coding Verbal Data using a QDA software</i>
11:30 – 12:30	Lunch Break
12:30 – 15:30	<i>Session 3: Constant Comparison and Conceptual Saturation</i>
15:30 – 16:30	<i>Session 5: Reporting Qualitative Evidence for Action Research</i>
16:30 – 18:00	<i>Workshop</i>
08:00 – 10:00	<i>Session 1: Qualitative Data Collection Techniques for AR</i>
10:00 – 12:00	<i>Session 2: Coding Verbal Data using a QDA software</i>
12:00 – 13:00	Lunch Break
13:00 – 15:00	<i>Session 3: Constant Comparison and Conceptual Saturation</i>
15:00 – 18:00	<i>Session 5: Reporting Qualitative Evidence for Action Research</i>
Day 3: May 29, 2018	
Mode: Plenary Lecture	
Topic 4: Utilizing Action Research Results for Social Change	
08:00 – 10:00	<i>Session 1: Writing Action Research as a Scholarly Report</i>
10:00 – 12:00	<i>Session 2: Shaping Organizational Decisions and Promoting Social Justice through Action Research</i>
12:00 – 13:00	Lunch Break
13:00 – 17:00	<i>Session 3: Managing the Implementation of Continuous Improvement Programs towards Quality, Relevant, and Inclusive Education</i>
17:00 – 18:00	Closing Program and synthesis

Registration Details and Payment Procedures

- I. REGISTRATION FEE – Registration fee covers, among others, daily lunch and snacks for three days. Hotel accommodation is not included but the secretariat may assist the participants in booking for cheaper accommodations near the venue.

Registration Type and Deadline	National Seminar <i>April 19-21, 2018</i>	International Seminar <i>May 27-29, 2018</i>
Early Bird Rate	PhP 6,500.00	PhP 10,500.00
Deadline for Early Bird Rate	March 01, 2018	March 30, 2018
Regular Rate	PhP 7,500.00	PhP 12,000.00
Deadline for Regular Rate	April 10, 2018	April 30, 2018
Reservation Fee	PhP 3,500.00	PhP 6,000.00
Last day to accept reservation	April 1, 2018	April 20, 2018
Full payment required on	April 10, 2018	April 30, 2018

**Note: Payments made are not refundable but transferrable.*

II. PAYMENT INSTRUCTIONS

- NO WALK-IN –A&A observes a NO WALK-IN policy in all its trainings.
- Registration fee must be paid in full not later than the deadline. A surcharge amounting to **one thousand pesos (PhP 1,000.00)** will be imposed for payments made beyond the deadline.
- Payment through Security Bank Account – Payment of registration fees must be made through the Security Bank Account of A&A. Please see below the details. All payments made through security bank are free of charge in all its branches nationwide. The bank is open Mondays to Fridays from 9:00 AM to 5:00 PM and during weekends in select branches.
- Payments may likewise be made via Palawan Pera Padala and Cebuana Lhuillier. Sending cost however will be shouldered by the sender. A&A strongly suggests that payments through this facility be made in the morning to give the secretariat ample time to collect and deposit the payment to A&A's bank account on the same day.
- Inform the secretariat immediately after payment has been made to verify payment and confirm your registration. Text to (0995) 435 4200 the following:

Information	Sample
Complete Name	<i>Juan dela Cruz</i>
Training Type	<i>National Seminar Workshop</i>
Branch Code, Date and Time of Payment	<i>NIEV204322 January 15, 2018 10:16:48</i>

III. BANK ACCOUNT DETAILS

- Name of Bank: Security Bank
- Acct. Name: A&A Knowledge Base Research Consultancy and Training
- Acct. Type: Checking (Current)
- Acct No.: 0000-0022-4478-2

Note: Checks payments must be named to A&A Knowledge Base Research Consultancy and Training Inc.