



Republic of the Philippines  
**Department of Education**  
REGION X – NORTHERN MINDANAO  
**SCHOOLS DIVISION OF MISAMIS ORIENTAL**

Division Advisory No. 9, s. 2024

April 03, 2024

In compliance with DepEd Order No. 8, s. 2013, this Office issues this Advisory, not for endorsement per D.O 28, s. 2001 but for information of DepEd officials, personnel/staff, and the concerned public.

1. This issuance refers to the **6<sup>th</sup> Teacher Education Research Conference, hosted by Xavier-Ateneo School of Education Collaboration with Northern Bukidnon State College via hybrid modality, on May 16-18, 2024.**
2. Participation in this activity shall be personal and voluntary. As such, the participants file a leave of absence, and if applicable shoulder the registration fees, travel/incidental expenses, or any other financial requirements, if there are any. Further, their participation shall be subject to the *no-disruption-of-classes* policy stipulated in DepEd Order no. 9 s. 2005 titled *Instituting Measures to Increase Engaged Time-on-Task and Ensuring Compliance therewith*, Section 3 of republic Act No 5546 (Policy on Contributions) and DepEd Order No.66 s. 2017 9 Policy on Off-Campus Activities) and the approval of Schools Division Superintendent (SDS).
3. For more details and information kindly see attached copy of the communication from Xavier-Ateneo de Cagayan dated March 7, 2024.
4. Immediate dissemination of this Advisory is hereby enjoined.

ELO/MMA/sgod/mma-jdl

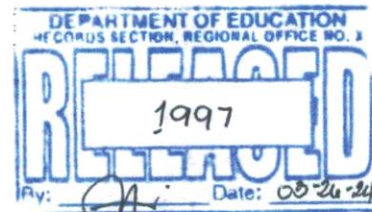


Address: Del Pilar corner Velez Street, Brgy. 29, Cagayan de Oro City 9000  
Tel. Nos.: (088) 881-3094 | Text: 0917-8992245 (Globe)  
Website: [www.deped.misor.net](http://www.deped.misor.net)  
Email: [misamis.oriental@deped.gov.ph](mailto:misamis.oriental@deped.gov.ph)





Republic of the Philippines  
**Department of Education**  
REGION X - NORTHERN MINDANAO



Regional Advisory No. \_\_\_\_\_, s. 2024

March 18, 2024

Complying with DepEd Order No. 8, s. 2013,  
this Office issues this Advisory, not for endorsement per DO 28, s. 2001,  
but for the information of DepEd officials,  
personnel/staff, and the concerned public.  
(Visit [r10.deped.gov.ph](http://r10.deped.gov.ph))

This issuance refers to the invitation to the **6th Teacher Education Research Conference, hosted by the Xavier-Ateneo School of Education in collaboration with Northern Bukidnon State College via hybrid modality, on May 16-18, 2024.**

Participation in this activity shall be personal and voluntary. As such, the interested parties shall file a leave of absence, if applicable, and shoulder the registration fees, travel/incidental expenses, or any other financial requirements, if there are any. Further, their participation shall be subject to the *no-disruption-of-classes policy* stipulated in DepEd Order No. 9, s. 2005 titled *Instituting Measures to Increase Engaged Time-on-Task and Ensuring Compliance therewith*, Section 3 of Republic Act No. 5546 (Policy on Contributions), DepEd Order No. 66, s. 2017 (Policy on Off-Campus Activities), DOH/IATF-prescribed health and safety standards, and the approval of the Schools Division Superintendent (SDS).

Attached is a copy of the communication for the specific details.

This Office directs the immediate and wide dissemination of this Advisory.

ATCH.: As stated  
To be indicated in the Perpetual Index  
under the following subject:

RESEARCH

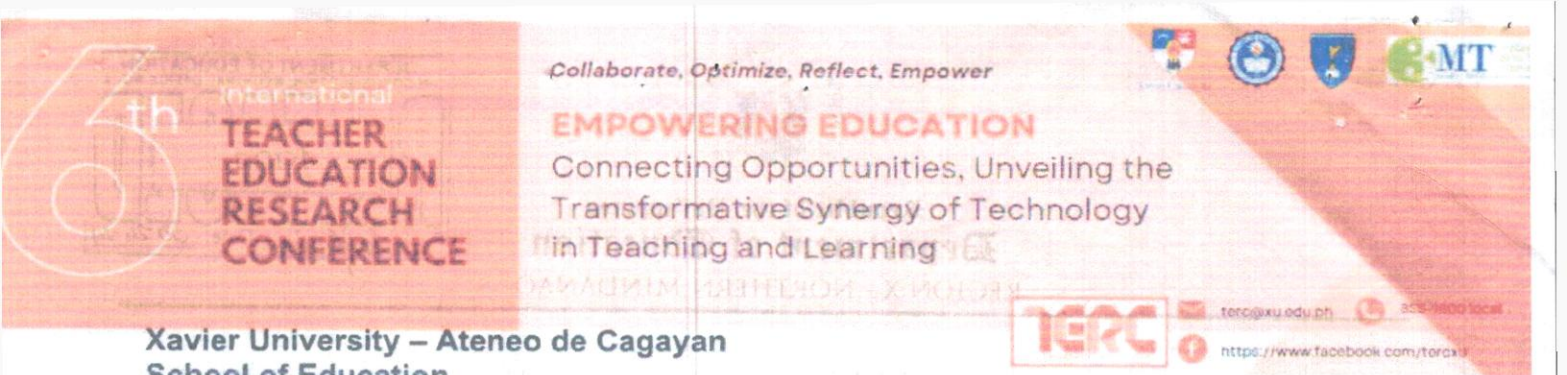
PPRD/anne



Address: DepEd Regional Office X, Zone 1, Upper Balulang, Cagayan de Oro City  
Telephone No: (088) 881-3137  
Email: [region10@deped.gov.ph](mailto:region10@deped.gov.ph)  
Website: [r10.deped.gov.ph](http://r10.deped.gov.ph)

Doc. Ref. Code	RO-ORD-F011	Rev	01
Effectivity	01.22.24	Page	1 of 1

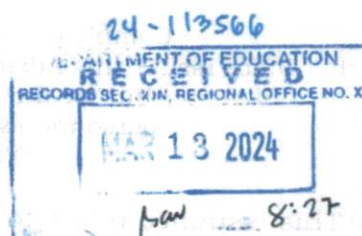




Xavier University – Ateneo de Cagayan  
School of Education

March 7, 2024

Dr. Arturo B. Bayocot, CESO III  
Regional Director  
DepEd Region 10



Greetings of Peace and Ingenuity.

It is with much joy and anticipation that we like to announce the **6<sup>th</sup> Teacher Education Research Conference** with the theme: **"Empowering Education: Connecting Opportunities, Unveiling the Transformative Synergy of Technology in Teaching and Learning."**

This international conference is organized by **Xavier-Ateneo School of Education**, in partnership **Northern Bukidnon State College**. The said conference will be held on **May 16-18, 2024 via hybrid modality**. This assemblage of teachers, researchers, pre-service teachers, and educational administrators purposely aims to engage its participants in the exchange of insights and explorations that would inspire the academic community, paving the way for the cohesion of pedagogic efforts, bringing us the promise of a transformative instruction through the reinforcement of technology and engaged educators.

In this regard we would like to request for your kind endorsement from your office to invite participants under your jurisdiction.

We have attached a copy of the following documents for your perusal.

1. Letters of Invitation to School Heads
2. Program Flow

This conference merits the participants to earn **CPD units** and the privilege to publish their work in an international journal for free.

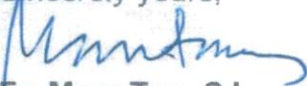
For further information we may be visited at:

Website: <https://terc6.my.canva.site/>  
Facebook Page: <https://www.facebook.com/tercxu>  
Registration link: <https://bit.ly/TERC6Registration>

For your queries regarding the said conference we may receive it through the email address: [terc@xu.edu.ph](mailto:terc@xu.edu.ph)

We are looking forward to your affirmation towards our humble request.

Sincerely yours,

  
Fr. Mars Tan, SJ  
President  
Xavier University

**6<sup>th</sup> International Teacher Education Research Conference**  
**CORE: Collaborate, Optimize, Reflect, and Empower**  
**Theme: Empowering Education: Connecting Opportunities, Unveiling the**  
**Transformative Synergy of Technology in Teaching and Learning**

**Day 1**

- 7:30 Registration, Presentation of Promotional Video, Gallery and Stalls in front of Little Theater
- 8:00 Preliminaries (All Videos)  
Invocation  
National Anthem  
Xavier Hymn
- 8:15 Welcoming Remarks (Pre-Recorded video)  
Fr. Mars Tan, SJ  
*University President, Xavier-Ateneo*
- 8:25 Host Spiels and Introduction of Plenary 1 Speaker
- 8:30 **Plenary Talk 1 | *Harnessing the Power of Collaboration in Research: Building Communities of Learning in a Digital Age***  
  
Dr. Carleen Velez  
Regional English Language Officer, United States Department of States  
Maryland, United States  
  
*Reactor: Maria Victoria "Marvz" Trinidad, Cagayan de Oro City College*
- 9:35 Health Break
- 9:45 **Concurrent Session 1 | *Digital Tools for Facilitating Collaborative Learning***  
Mr. Mark De Villa, University of Asia and the Pacific  
  
**Concurrent Session 2 | *Cultivating Community of Academic Practice in Research***  
Dr. Kathleen M. Morales, Xavier University - Ateneo de Cagayan  
  
**Concurrent Session 3 | *Teacher and Student Collaboration in Teaching and Research: An Experience***  
Ms. Charmie Cabiassa, Xavier University - Ateneo de Cagayan
- 10:15 Open Forum
- 10:30 Parallel Paper Presentations (n studies)
- 11:30 Open Forum
- 12:00 Lunch Break
- 1:00 Presentation of Promotional Video, Gallery and Stalls in front of Little Theater
- 1:05 Ice Breaker (Zumba)
- 1:10 Host Spiels and Introduction of Plenary 2 Speaker



1:15 **Plenary Talk 2 | Data-Driven Instructional Design: Leveraging Research Analytics to Optimize Teaching and Learning Outcomes**

Dr. Amparo V. Dinagsao  
Professor,  
United States

Reactor: Dr. Angelo Mark P. Walag, University of Science and Technology in Southern Philippines

2:20 **Concurrent Session 4 | Implementing Effective Data Management Strategies in Teaching and Learning**  
Dr. Miguela Napiere, Lourdes College

**Concurrent Session 5 | Emerging Technologies for Teaching and Learning**  
Dr. Ronald M. Quileste, Xavier University - Ateneo de Cagayan

**Concurrent Session 6 | Understanding AI Analytics and Its Implications to Education and Research**  
Dr. Cenie Malabanan, Mindanao State University - Iligan Institute of Technology

2:50 Open Forum

3:05 Health Break

3:15 Parallel Paper Presentations (n studies)

4:15 Open Forum

4:45 Evaluation of Day 1 and A Glance to Day 2

5:00 Homebound

## **Day 2**

8:00 Registration, Presentation of Promotional Video, Gallery and Stalls in front of Little Theater

8:15 Opening Prayer via AVP

8:20 Recapitulation of Day 1

8:25 Host Spiels and Introduction of Plenary 3 Speaker

8:30 **Plenary Talk 3 | Critical Realism: Theoretical Grounding**

Fr. Johnny C. Go, SJ  
Dean, School of Education  
Ateneo de Manila University

Reactor: Dr. Dorothy Rabajante, Dean, School of Education - Ateneo de Zamboanga University

- 9:35 Health Break
- 9:45 **Concurrent Session 7 | *The Role of Educational Research in Shaping Policy and Practice***  
 Dr. Ana Belen Muring, Planning Policy and Research Division - Department of Education - Region 10
- Concurrent Session 8 | *Innovative Research Methodologies in Educational Inquiry***  
 Dr. Beth Ramirez, University of Asia and the Pacific
- Concurrent Session 9 | *Appreciating Research in Our Daily Lives***  
 Dr. Hasima Salic, Cagayan de Oro City National High School
- 10:15 Open Forum
- 10:30 Parallel Paper Presentations (n studies)
- 11:30 Open Forum
- 12:00 Lunch Break
- 1:00 Presentation of Promotional Video, Gallery and Stalls in front of Little Theater
- 1:05 Ice Breaker (Zumba)
- 1:10 Host Spiels and Introduction of Plenary 4 Speaker
- 1:15 **Plenary Talk 4 | *Mindful Technology Integration: Promoting Reflective Practice and Well-Being in the Digital Classroom***  
 Dr. Maria Iluminada Manzon  
 Sophia University, Japan  
 Reactor: Dr. Renel Jay Quirit, Regional Information Technology Office - Department of Education - Region 10
- 2:20 **Concurrent Session 10 | *Data-Driven Strategies in Fostering an Emotionally Healthy Digital Classroom***  
 Dr. Jason Manaois, Xavier University - Ateneo de Cagayan
- Concurrent Session 11 | *Ethically Sound Research Practices***  
 Dr. Jane Gallamaso, Xavier University - Ateneo de Cagayan
- Concurrent Session 12 | *Research-based Approaches in Improving Student's Motivation in the Digital Age***  
 Dr. Lizamarie Olegario, University of the Philippines - Diliman
- 2:50 Open Forum
- 3:05 Health Break
- 3:15 Parallel Paper Presentations (n studies)
- 4:15 Open Forum
- 4:45 Evaluation of Day 2 and A Glance to Day 3

### Day 3

- 8:00 Registration, Presentation of Promotional Video, Gallery and Stalls in front of Little Theater
- 8:15 Opening Prayer via AVP
- 8:20 Recapitulation of Day 2
- 8:25 Host Spiels and Introduction of Keynote 5 Speaker
- 8:30 **Plenary Talk 5 | Utilizing Artificial Intelligence as a Tool for Research Publication**  
  
Dr. Jestoni Babia  
President, Cagayan de Oro City College  
  
Reactor: Dr. Heide Rabanes, Xavier University - Ateneo de Cagayan
- 9:35 Workshops and Round Table Session (Snacks while Working) or the Remaining Parallel Paper Presentations
- 11:00 Discussion and Open Forum
- 12:00 Lunch Break
- 1:00 Ice Breaker (Yoga)
- 1:05 Host Spiels and Introduction of the Panel Discussants / Speakers
- 1:10 **Plenary Talk 6 | Crafting Fundable Proposals and Finding the Right Partners/Funders**  
  
Dr. Catherine Almaden, Northern Bukidnon State College  
Engr. Dexter Lo, Xavier University - Ateneo de Cagayan  
Dr. Joel D. Potane, Department of Education - Region 10  
Don A. Velez, Xavier University - Ateneo de Cagayan  
  
Facilitator: Sir Louie Sabal, Xavier University - Ateneo de Cagayan
- 2:15 Discussion and Open Forum
- 3:15 Live 3MT Competition (Plenary)  
Background, Guidelines of the competition (5 Minutes)  
Presentation of Judges and the criteria (5 Minutes)  
Competition Proper (30 Minutes)  
  
Facilitator: Dr. Mary Koreen W. Acuesa
- 4:40 Awarding
- 4:50 Closing Remarks | Dr. Charity Rose A. Pagara - Executive Head, TERC 6
- 4:55 Evaluation of Day 3
- 5:00 Homebound

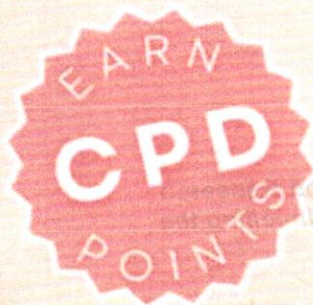




# CALL FOR PAPER PRESENTATION



MT



# 6<sup>TH</sup>

## INTERNATIONAL TEACHER EDUCATION RESEARCH CONFERENCE

**Collaborate. Optimize. Reflect. Empower.**

## EMPOWERING EDUCATION

**Connecting Opportunities, Unveiling the Transformative Synergy of  
Technology in Teaching and Learning**

### REGISTRATION FEES:

#### ONSITE

100 slots only.  
First come, First serve.

##### Early Bird

Nonpresenter Php 850  
Presenter Php 1,050

##### Regular Rate

Nonpresenter Php 950  
Presenter Php 1,250

#### ONLINE

##### Early Bird

Nonpresenter Php 800  
Presenter Php 1,000

##### Regular Rate

Nonpresenter Php 900  
Presenter Php 1,200

#### 3MT

##### Early Bird

Php 1,300

##### Regular Rate

Php 1,500

### IMPORTANT DATES:

**April 20, 2024**

**April 21-30, 2024**

**May 6, 2024**

**May 16-18, 2024**

Deadline of Submission of Abstract

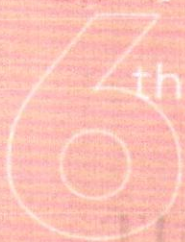
Release of Notification of Acceptance

Deadline of Registration and Payment

6th International TERC 2024







6<sup>th</sup> International  
**TEACHER  
EDUCATION  
RESEARCH  
CONFERENCE**

Collaborate, Optimize, Reflect, Empower

**EMPOWERING EDUCATION**

Connecting Opportunities, Unveiling the  
Transformative Synergy of Technology  
in Teaching and Learning



**Xavier University – Ateneo de Cagayan  
School of Education**

**March 7, 2024**

Sir/ Madam:

Greetings of Peace and Ingenuity.

It is with much joy and anticipation that we like to announce the **6<sup>th</sup> Teacher Education Research Conference with the theme: "Empowering Education: Connecting Opportunities, Unveiling the Transformative Synergy of Technology in Teaching and Learning ."**

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In line with this we would like to invite you and your faculty together to participate in the said conference by being a participant or a presenter. Participants have the privilege to attend the three day sessions and choose from a wide variety of discussions of their interest and earn **CPD units**. Presenters are requested to submit their abstract on or before **April 20, 2024** via this form: <https://bit.ly/TERC6Registration>

The interested participants are requested to visit and register to the following site:

Website: <https://terc6.my.canva.site/terc6xu>

Facebook Page: <https://www.facebook.com/tercxu>

Registration link: <https://bit.ly/TERC6Registration>

Kindly take note of the following conference fees:

**On-site**

**Paper Presentations**

- Early Bird Rate – Php 1050
- Regular Rate – Php 1250

**3MT Presentations**

- Early Bird Rate – Php 1300
- Regular Rate – Php 1500

**Non-Presenter (observer/ participant)**

- Early Bird Rate – Php 850
- Regular Rate – Php 950

**On-line**

**Paper Presentations**

- Early Bird Rate – Php 1000
- Regular Rate – Php 1200

**Non-Presenter (observer/ participant)**

- Early Bird Rate – Php 800
- Regular Rate – Php 900

We are looking forward for your positive response towards our invitation by confirming your participation on or before the due date. Should you have any concerns and clarifications, please email us at [terc@xu.edu.ph](mailto:terc@xu.edu.ph)

Looking forward to your participation.

Sincerely ,

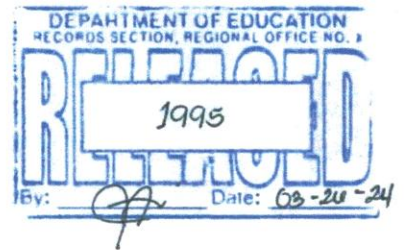
*Maria Leah Paola M. Estacio*

**Engr. Maria Leah Paola M. Estacio, MAEd**  
Head Communications Manager





Republic of the Philippines  
**Department of Education**  
REGION X - NORTHERN MINDANAO



Regional Advisory No. 021, s. 2024  
March 20, 2024

Complying with DepEd Order No. 8, s. 2013,  
this Office issues this Advisory, not for endorsement per DO 28, s. 2001,  
but for the information of DepEd Officials,  
personnel/staff, and the concerned public.  
(Visit [deped10.com](http://deped10.com))

**NBSC ASSESSMENT SUMMIT 2024**

Northern Bukidnon State College (NBSC) will conduct its **NBSC Assessment Summit 2024** at Northern Bukidnon State College, Manolo Fortich, Bukidnon on May 13-14, 2024, with the theme "High Impact Assessment Empowers Learners, Drives Innovations and Transforms Education."

The participation of both public and private schools shall be on a voluntary basis. As such, the participants themselves shall shoulder any registration fees and travel/incidental expenses. Further, their participation shall be subject to the *no-disruption-of-classes policy* stipulated in DepEd Order No. 9, s. 2005 titled *Instituting Measures to Increase Engaged Time-on-Task and Ensuring Compliance therewith*, Section 3 of Republic Act No. 5546 (Policy on Contributions), and DepEd Order No. 66, s. 2017 (Policy on Off-Campus Activities).

Attached is a copy of the invitation for the specific details.

This Office directs the immediate and wide dissemination of this Advisory.

ATCH.: As stated  
To be indicated in the Perpetual Index  
under the following subjects:

INVITATIONS      ASSESSMENT      NBSC

QAD/ Noel



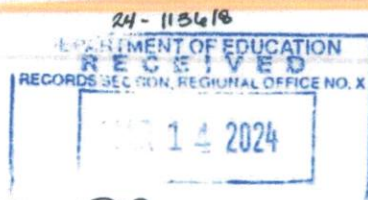
Address: DepEd Regional Office X, Zone 1, Upper Balulang, Cagayan de Oro City  
Telephone No: (088) 881-3137  
Email: [region10@deped.gov.ph](mailto:region10@deped.gov.ph)  
Website: [r10.deped.gov.ph](http://r10.deped.gov.ph)

Doc. Ref. Code	RO-ORD-F013	Rev	01
Effectivity	01-22-24	Page	1 of 1





March 11, 2024

**DR. ARTURO B. BAYUCOT, CESO III**Regional Director  
Department of Education Region X  
Cagayan de Oro City

Dear Regional Director Bayucot,

Greetings of Peace.

Northern Bukidnon State College (NBSC) is truly grateful for all your unwavering support and assistance to the College.

This coming May 13-14, 2024, we will be organizing an event titled, "NBSC Assessment Summit 2024." This event is a major initiative of NBSC in its commitment to *assessing what matters and advancing assessment practices*. We aim to create an avenue where both public and private institutions, and other educational agencies, can gather and share their innovations, and collaborate in potential future endeavors in assessment and research.

In 2022, The Philippines was pegged by the World Bank to have suffered from learning poverty at 91%, where 9 out of 10 students are low in literacy. The Philippine Institute of Development Studies (PIDS) also noted that the country has been experiencing a decline in academic quality and accessibility. Thus, evolving the educational system and innovation is imperative. NBSC sees through these challenges and thus wants to address them from multiple perspectives. NBSC is also firm in addressing the United Nations SDG 4 on Quality Education and the Northern Mindanao Regional Development Plan (NMRDP) 2023-2028, Objective 1. Develop and Protect the Capabilities of Individuals and Families, focusing on providing inclusive, adequate, and quality education.

For this reason, the undersigned would like to respectfully request your endorsement in the realization of this institutional innovation to the Department of Education and private educational institutions.

Enclosed is the event briefer, for your ready reference. Your office may contact our Vice President for Academic Affairs, Jovelyn G. Delosa, PhD through her email [jgdelosa@nbsc.edu.ph](mailto:jgdelosa@nbsc.edu.ph).

We look forward to your positive response.

Thank you very much!

God bless you and the entire DepEd -X abundantly.

Respectfully yours,

  
Catherine Roween C. Almaden, PhD  
College President

Digitally signed by Almaden Catherine  
Roween C  
Date: 2024.03.11 11:01:02 +0800  
Adobe Acrobat Reader version:  
2023.009





**NORTHERN BUKIDNON  
STATE COLLEGE**

*Excellence in Education, Innovation in Learning, Sustainability in Development*



For inquiries and submissions, please contact:

**Mary Cris J. Go, MScEd**

Assessment Summit Secretariat

+63 966 419 5280 | (088) 535-3967

assessmentsummit@nbso.edu.ph

Assessment Summit 2024



**CALL FOR ABSTRACT SUBMISSIONS FOR THE INTERNATIONAL CONFERENCE**

# ASSESSMENT SUMMIT 2024

*HIGH IMPACT ASSESSMENT EMPOWERS LEARNERS, DRIVES INNOVATIONS AND TRANSFORMS EDUCATION*

**May 13-14, 2024**

Northern Bukidnon State College

## VISION

Our vision is to create a global platform that fosters collaboration, innovation, and excellence in educational assessment. We envision a future where educators, researchers, policymakers, and stakeholders come together to share knowledge, exchange ideas, and advance assessment practices to enhance learning outcomes and promote student success on a worldwide scale.

## MISSION

Our mission is to organize and host an inclusive and impactful international assessment summit that brings together thought leaders, practitioners, and advocates from diverse backgrounds and contexts. Through engaging presentations, interactive workshops, and meaningful discussions, we aim to empower participants with the knowledge, skills, and resources needed to address the evolving challenges and opportunities in educational assessment, ultimately driving positive change in teaching, learning, and assessment practices globally.

## GOAL

The goal of the NBSC Assessment Summit 2024 is to catalyze collaborative efforts and inspire collective action towards advancing assessment literacy, research, and practice across borders. By facilitating meaningful dialogue, promoting knowledge exchange, and fostering partnerships, we strive to build a community of practice that champions excellence, equity, and inclusivity in assessment, ultimately contributing to the improvement of educational systems and the enhancement of student learning outcomes worldwide.

## OBJECTIVES

Our objectives for the NBSC Assessment Summit 2024 are rooted in our core values of excellence, inclusivity, innovation, sustainability, and accountability. We seek to:

- Provide a platform for sharing cutting-edge research, best practices, and innovative approaches in educational assessment.
- Foster collaboration, networking, and partnerships among stakeholders from diverse sectors and regions.
- Promote equity, diversity, and inclusion in assessment practices and policies to ensure fair and meaningful opportunities for all learners.
- Empower participants with practical tools, resources, and strategies to enhance assessment literacy and promote evidence-based decision-making in educational contexts.
- Inspire action and drive positive change in assessment practices, policies, and systems to improve educational outcomes and support lifelong learning for all.

<https://www.facebook.com/northernbukidnonstatecollegeofficial>

## Stephen P. Hundley, PhD

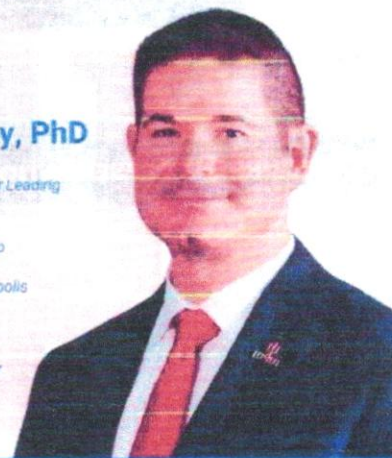
Founding Executive Director, Center for Leading Improvements in Higher Education

Professor of Organizational Leadership

Chair, Assessment Institute in Indianapolis

Executive Editor, Assessment Update

Host, Leading Improvements in Higher Education Podcast



**Resource Speaker**

**REGISTRATION FEE:**

**ONSITE PRESENTER:**

**P3,500.00**

*(Inclusive of meals, snacks for 2 days)*

**ONLINE PRESENTER/OBSERVER  
AND ONSITE OBSERVER:**

**P500.00**

**ABSTRACT SUBMISSION DEADLINE:**

**MARCH 16, 2024**

**ONLINE PRESENTERS**

**MARCH 31, 2024**

**ONSITE PRESENTERS**

**ABSTRACT SUBMISSION LINK:**

<https://forms.gle/Ss14mCefWb4zoQFQ9>



**#AssessingWhatMatters**





NORTHERN BUKIDNON  
STATE COLLEGE

Mary Cife J. Go, MScEd  
Assessment Summit Secretariat  
163 966 419 5980 | 0881 535 1967  
assessmentsummit@nbsc.edu.ph  
Assessment Summit 2024

# Conference Guidelines

for PRESENTERS

MAY 13 - 14, 2024



ASSESSMENT  
SUMMIT  
2024

#AssessingWhatMatters

## Abstract Submission Guidelines

### CONCURRENT PRESENTATION

#### ABSTRACT TEMPLATE

- **Title:** [Title of the Presentation]
- **Author(s):** [List of Author(s) with Affiliation(s)]
- **Abstract:** [Maximum of 150 words summarizing the study's purpose, methods, results, and conclusions]
- **Keywords:** [3-5 keywords relevant to the study]
- A separate page for references in 7th APA format

#### PAPER FORMAT

- **Font:** Times New Roman, 12-point size
- **Margins:** 1 inch on all sides
- **Spacing:** Single-spaced
- **Alignment:** Justified
- **File Format:** Microsoft Word (.doc or .docx) or PDF (.pdf)
- **Paper Size:** A4 (8.27 x 11.69 inches)

#### SUBMISSION PROCESS

- **Title:** Provide a concise and descriptive title for your presentation that reflects the main topic or theme of your research.
- **Authors:** List all authors' names and affiliations, including institutions or organizations.
- **Abstract:** Write a clear and concise abstract summarizing the objectives, methods, results, and conclusions of your research. Limit the abstract to a maximum of 150 words.
- **Keywords:** Include 3-5 keywords that accurately represent the main concepts or themes of your presentation.
- **Formatting:** Ensure that your abstract follows the specified format guidelines, including font type, size, margins, and spacing.
- **File Format:** Save your abstract in either Microsoft Word (.doc or .docx)

### POSTER PRESENTATION (ONSITE ONLY)

#### ABSTRACT TEMPLATE

- **Title:** [Title of the Presentation]
- **Author(s):** [List of Author(s) with Affiliation(s)]
- **Abstract:** [Maximum of 150 words summarizing the study's purpose, methods, results, and conclusions]
- **Keywords:** [3-5 keywords relevant to the study]
- A separate page for references in 7th APA format

#### POSTER FORMAT

- **Font:** Arial or Helvetica, 28, 24 points for main text and 22, 18 points for headings
- **Margins:** 2.5 cm on all sides
- **Spacing:** minimum of 1.5 times line spacing and 0.5 cm spacing between elements
- **Alignment:** justified
- **Orientation:** portrait
- **File Format:** PDF or TIF format with images at a resolution of at least 300 dots per inch (dpi) for high-quality printing
- **Standard Poster Size:** A0 (85.1 x 46.2 inches) or A1 (42.6 x 33.1 inches)

#### SUBMISSION PROCESS

- **Title:** Provide a concise and descriptive title for your presentation that reflects the main topic or theme of your research.
- **Authors:** List all authors' names and affiliations, including institutions or organizations.
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- **Keywords:** Include 3-5 keywords that accurately represent the main concepts or themes of your presentation.
- **Formatting:** Ensure that your abstract follows the specified format guidelines, including font type, size, margins, and spacing.
- **File Format:** Save your abstract in either Microsoft Word (.doc or .docx)

### OTHER RELATED PROCESSES FOR SUBMISSION

Include the following details along with the abstract:

- Name(s) of Presenter(s)
- Affiliation
- Contact information (email and phone number)

#### Preferred Presentation Format

- (Concurrent Presentation or Poster Presentation)
- Abstracts should be submitted electronically through the provided submission portal.
- Late submissions may be accommodated with the approval of the assessment summit organization, but early submission is encouraged to secure your slot.

### SUBMISSION DEADLINE:

MARCH 16, 2024  
FOR ONLINE PRESENTERS

MARCH 31, 2024  
FOR ONSITE PRESENTERS  
(PAPER & POSTER)



Late submissions may be accommodated with the permit of the assessment summit organization, but early submission is encouraged to secure your slot.

## Abstract Review

### SUBMISSION ACKNOWLEDGMENT

Upon successful submission of your abstract through the submission portal, you will receive an acknowledgment email confirming receipt of your abstract. This email will contain a QR code that you should use to submit your abstract. It is being provided to you for your reference.

### PEER REVIEW PROCESS

Your submitted abstract will undergo a review process. The review process is conducted by a panel of experts in the field of education and assessment. The review process will be held in a confidential manner, and the results of the review will be communicated to you through the assessment summit 2024.

### BLIND REVIEW

To ensure objectivity and fairness, the abstract review process is conducted through a double-blind peer review system. This means that the reviewers will not know the identity of the author(s) and the authors will not know the identity of the reviewer(s).

### NOTIFICATION OF ACCEPTANCE

Authors will be notified of the acceptance or rejection of their abstract through an email. If your abstract is accepted, you will be notified of the acceptance and the date of the presentation. If your abstract is rejected, you will be notified of the rejection and the reason for the rejection.

### FEEDBACK AND REVISIONS

In the event that your abstract is not accepted for presentation, you will receive feedback from the reviewers. This feedback will provide you with valuable information on how to improve your abstract and presentation. You are encouraged to use this feedback to revise your abstract and presentation for future submission.





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Assessment Summit 2024

# Conference Guidelines

for OBSERVERS

MAY 13 - 14, 2024



ASSESSMENT  
SUMMIT  
2024

#AssessingWhatMatters

## Registration

### ACCESSING THE REGISTRATION PORTAL

The registration portal will provide detailed instructions for completing the registration process.

### COMPLETING THE REGISTRATION FORM

Upon accessing the registration portal, fill out the online registration form with accurate personal details.

### SELECTING REGISTRATION CATEGORY

Choose the registration category based on your preferred mode of attendance: onsite observer or online observer.

### ONSITE REGISTRATION

If you have opted for onsite observation, check in at the registration desk upon arrival at the summit venue. Collect your conference materials, including name badges and program schedules, from the registration desk.

### CONFIRMATION OF REGISTRATION

Upon successful registration and payment, you will receive a confirmation email confirming your registration for the Assessment Summit 2024. The confirmation email will include important details such as your registration ID and instructions for accessing summit proceedings.

### PAYMENT OF REGISTRATION FEES

Accepted payment methods will be provided on the registration portal for secure transactions.

## Participation Fees

### REVIEWING FEE STRUCTURE

Before registration, review the participation fee structure for observers. Fees may vary based on observer category (onsite or online) and other factors.

### DETERMINING PARTICIPANT CATEGORY

Determine your participant category based on your intended mode of observation: onsite or online. Select the appropriate category when completing the registration form.

### PAYMENT PROCESS

Proceed with payment of the participation fees using the designated payment methods available. Ensure all required fields are completed accurately during the payment process.

### CONFIRMATION OF PAYMENT

After successful payment, you will receive a confirmation email acknowledging receipt of payment. The email will contain a summary of payment details and confirmation of registration status.

### ACCESSING SUMMIT PROCEEDINGS (FOR ONLINE PARTICIPANTS)

Online observers who have paid their fees will receive instructions for accessing summit proceedings remotely. This may include information on accessing live streams of keynote presentations and interactive sessions.

### DEADLINES:

MARCH 31, 2024  
REGISTRATION

APRIL 16, 2024  
PAYMENT

