
	Republic of the Philippines Department of Education Region III – Central Luzon SCHOOLS DIVISION OF PAMPANGA High School Blvd. Brgy. Lourdes, City of San Fernando		Document Code: SDOPAMP- QF-OSDS-002 Revision: 00 Effectivity Date: May 08, 2018
	DIVISION MEMORANDUM NO. <u>602</u>, S. 2018		Name of Office: CID - IM

To: PSDSs/ Public Elementary School Heads

From: Office of the Schools Division Superintendent



Subject: Skills Enhancement Training in ICT for EPP Teachers

Date: November 28, 2018

1. This office announces the conduct of a 3-day Skills Enhancement Training in ICT for EPP Teachers on December 12-14, 2018 at San Juan High School, Mexico, Pampanga.
2. Primarily, the Skills Enhancement Training aims to:
 - a. improve the knowledge and skills of EPP Teachers in handling the subject;
 - b. enhance teachers' abilities in integrating ICT in their lessons in EPP; and
 - c. improve the performance of both teacher and pupils in Edukasyon Pantahanan at Pangkabuhayan.
3. Participants in the training are the following:
 - 33 District EPP Coordinators
 - 99 EPP Teachers (3 per district)
 - 3 Resource Speakers
 - 1 EPS In-Charge of TLE/ TVL
4. Participants are requested to bring their own laptops, extension cords, pocket wifi, Learning Modules and Curriculum Guides which will be used in the Hands-On Activities.
5. Expenses, which includes food and training kits, shall be charged against the Division MOOE funds. Meanwhile, all other expenses incidental to the skills enhancement training are chargeable against local school funds subject to the usual accounting and auditing rules.
6. Refer to enclosure No. 1: Training Matrix of Skills Enhancement Training in ICT for EPP Teachers and Resource Speakers for perusal.
7. Wide dissemination of this memorandum to all concerned is earnestly desired.


LEONARDO D. ZAPANTA, Ed. D., CESO VI
 Schools Division Superintendent



	Republic of the Philippines Department of Education Region III – Central Luzon SCHOOLS DIVISION OF PAMPANGA High School Blvd. Brgy. Lourdes, City of San Fernando		Document Code: SDOPAMP- QF-OSDS-002 Revision: 00 Effectivity Date: May 08, 2018
	TRAINING MATRIX SKILLS ENHANCEMENT TRAINING IN ICT FOR EPP TEACHERS		Name of Office: CID - IM

DAY 1 – DECEMBER 12, 2018

Time	Topic	Resource Speaker
7:30 – 8:00	Registration	
8:00 – 8:30	Opening Program	
8:30 – 8:45	Overview on ICT Integration in Teaching EPP	Mr. Garry I. Dela Cruz Principal IV/ OIC - TLE/TVL
8:45 – 10:00	Slide Preparation Using Powerpoint Application	Mr. Apolinario L. Lapuz SST – II/ Pasig NHS
10:00 – 10:30	Break	
10:30 – 12:00	Workshop on Slide Preparation Using Powerpoint Application	Mr. Apolinario L. Lapuz SST – II/ Pasig NHS
12:00 – 1:00	Lunch Break	
1:00 – 2:00	Presentation of Outputs	Participants
2:00 – 3:00	Overview on Video Editing Using Power Director	Mr. Irineo O. Infante MT – I/Potrero NHS
3:00 – 3:30	Break	
3:30 – 5:00	Video Editing Using Power Director	Mr. Irineo O. Infante MT – I/Potrero NHS

DAY 2 – DECEMBER 13, 2018

Time	Topic	Resource Speaker
8:00 – 10:00	Workshop on Video Editing - Video Recording - Video Editing	Mr. Irineo O. Infante MT – I/Potrero NHS
10:00 – 10:30	Break	
10:30 – 12:00	Presentation of Outputs	Participants
12:00 – 1:00	Lunch Break	
1:00 – 3:00	E-book Presentation Using Flipbook	Mrs. Leslie A. Manalang SST – II/ San Juan HS
3:00 – 3:30	Break	
3:30 – 5:00	E-book Presentation Using Flipbook	Mrs. Leslie A. Manalang SST – II/ San Juan HS

DAY 3 – DECEMBER 14, 2018

Time	Topic	Resource Speaker
8:00 – 10:00	Workshop on E-book Presentation	Mrs. Leslie A. Manalang SST – II/ San Juan HS
10:00 – 10:30	Break	
10:30 – 12:00	Presentation of Outputs	Participants
12:00 – 1:00	Lunch Break	
1:00 – 5:00	Demonstration Teaching	Participants