



Republic of the Philippines
Department of Education
REGION IX, ZAMBOANGA PENINSULA
SCHOOLS DIVISION OF DAPITAN CITY

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM

No. 191 s. 2022

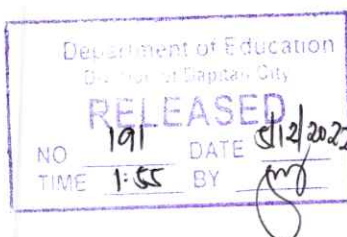
To: All PDSs and PICDs
All Elementary and Secondary School Heads
All Selected MAPEH Teachers
This Division

From: FELIX ROMY A. TRIAMBULO, CESO V
Schools Division Superintendent

Subject: Seminar Workshop on the use of ICT in Facilitating Teaching and Learning Process cum Development of Learning Activity Sheets (LAS) for Untrained MAPEH Teachers.

Date: May 2, 2022

1. Cognizant with the Professional Development Program for Teachers, this division in coordination with the National Educators Academy of the Philippines will hold a 3 day Seminar-Workshop on the use of ICT in facilitating Teaching and Learning process cum Development of Learning Activity Sheets (LAS) for untrained MAPEH Teachers, (with CPD units). It will be held on May 18-19, 2022, (the venue will be announced later).
2. The said Seminar-Workshop aims to assist the participants "Utilize ICT in facilitating teaching-learning process" and Develop Learning Activity Sheets (LAS) appropriate to teaching-learning process."
3. The list of recommended participants is found in enclosure 1, while the Training Matrix is in enclosure 2.
4. All participants are advised to bring their own laptops to be used in the workshop.
5. Immediate dissemination of this memorandum is desired.



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Enclosure 1

1. Amelia A. Caipang - Dapitan City Exp. ES
2. Jeanelou C. Sario - Dapitan City Exp. ES
3. Mary Lou P. Dajuela - Dapitan City CS
4. Leah T. Dionaldo - Capucan ES
5. Cherry Mae C. Jauculan- Owaon ES
6. Maribel D. Balladares- Taguilo ES
7. Jezah Mae V. Francisco- San Francisco ES
8. Mark Feal Pao - Baylimango CS
9. Anecita C. Elumbaring- Oro ES
10. Silven Ferrater - Diwaan ES
11. Ken Mary Cagatin - Ba-ao ES
12. Rochen Gumbason - Daro ES
13. Noel Ian C. Decipolo- Aseniero ES
14. Cheenee C. Tuballa- San Pedro IS
15. Marjo Faith D. Malana- Potungan NHS
16. Danna P. Yorong - Potunga NHS
17. Rowena Subito - Barcelona NHS
18. Shaira B. Duhaylungsod- Dapitan City NHS
19. Kristine Jane Kho - Aseniero NHS
20. Rospell Cagatan - Sulangon NHS
21. Ren Markhem A. Sumaylo - Potungan NHS
22. Rhodora Q. Atmospera- Dakak NHS
23. Ellem N. Antivo - Dapitan City NHS
24. Mac Alfred B. Malacat- Dapitan City NHS
25. Kyt Princess Abal - Ilaya NHS
26. Jan Hope S. Verano - Barcelona NHS
27. Kristine S. Gallosa - Dapitan City NHS
28. Maricris Edalyn B. Dagpin - Dakak NHS
29. Mary Jane B. Abarico - Dapitan City NHS
30. Delean Manugas - Dapitan City NHS



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Enclosure 2

Seminar Workshop on the use of ICT in facilitating Teaching and Learning Process
 Cum Development of Learning Activity Sheets (LAS) for Untrained MAPEH Teachers
 May 18-20, 2022

Time	No. of Hours	Day 1 May 18, 2022	Day 2 May 19, 2022	Day 3 May 20, 2022
8:00 – 9:30 AM	1 1/2	Registration of Participants -Secretariat-	Recapitulation Galaw Pilipinas -Host Group-	Galaw Pilipinas Preparation and Presentation of outputs
9:30 – 10:30 AM	1	Opening Program (Plenary)	Topic 3: Screen Recording Facilitator: Mr. Edgardo P. Jamilar, jr.	Facilitator: DR. Minerva G. Paler
10:30 – 11:00 AM	1/2	Snack Break		
11:00 – 12:00 PM	1	Orientation Pretest	Topic 4: Creating a Photo Slideshow with background music Facilitator: Mr. Edgardo P. Jamilar	-do-
12:00 – 1:00 PM	1	Lunch Break		
1:00 – 3:00 PM	2	Topic 1: Converting and Editing PDF File into Microsoft Word Facilitator: Mr. Ronel L. Jamarolin	Topic 5: Creating a lesson video with audio narration. Facilitator: Mr. Edgardo P. Jamilar, Jr.	Critiquing and Feedbacking Facilitator: EPS Germanico C. Malacat
3:00 – 5:00 PM	2	Topic 2: Creating Bulk of files (the fastest way like Certificates, data like LRN, Average and Awards) Attached-using Microsoft Excel to Word Mail Merge Facilitator: Mr. Ronel L. Jamarolin	Topic 6: Development of Learning Activity Sheets (LAS) Legal basis and Parts of the Learning Activity Sheets Facilitator: Dr. Minerva G. Paler	Finalization of Outputs Closing Program