

DEPARTMENT OF EDUCATION  
Region X-Northern Mindanao  
**DIVISION OF MALAYBALAY CITY**

Corner Don Carlos-Guingona Sts., Malaybalay City

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024  
DEPED MALAYBALAY CITY DIVISION  
RELEASED

DATE: 4-3-14 TIME: 11:25  
Raymes JOVENA



### DIVISION ADVISORY

To : **SCHOOL ICT LABORATORY IN-CHARGE**

Thru:

**PUBLIC SCHOOLS DISTRICT SUPERVISORS  
ELEMENTARY & SECONDARY SCHOOLS HEADS  
This Division**

From : *Edilberto L. Oplenaria*  
**EDILBERTO L. OPLENARIA**  
\* Schools Division Superintendent

Date : April 3, 2014

Re : **DISSEMINATION OF DEPED REGIONAL ADVISORY RE: ICT ENHANCEMENT  
TRAINING FOR COMPUTER HARDWARE SERVICING NC II, ANIMATION NC II  
AND PROGRAMMING NC IV**

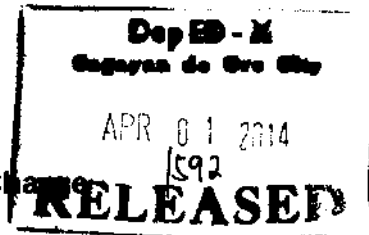
1. This Office hereby disseminates the herein DepEd Regional Advisory re: ICT Enhancement Training for Computer Hardware Servicing NC II, Animation NC II and Programming NC IV, which is self-explanatory.
2. For information and guidance.

Encl.:  
As Stated

TO BE POSTED IN THE DIVISION WEBSITE

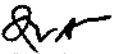


Republic of the Philippines  
Department of Education  
**REGION X - NORTHERN MINDANAO**  
Gregorio A. Pelaez, Sr. Memorial Sports Center  
Velez Street, Cagayan de Oro City  
Telephone no.: 722651/Fax No. 8562793 Email: depedx\_sed@yahoo.com



### REGIONAL ADVISORY

**TO :** The Schools Division Superintendents/Officer-in-Charge  
This Region  
Attention: Division ICT Coordinators

**FROM :**   
INGRID G. RACOMA, Ph.D., CESO V  
Schools Division Superintendent  
Officer-In-Charge, Office of the Regional Director

**SUBJECT :** ICT Enhancement Training for Computer Hardware Servicing  
NC II, Animation NC II and Programming NC IV

**DATE :** March 26, 2014

1. This has reference to the emailed information from Analyn T. Vestidas, Career Consultant, of Informatics Computer Institute, G/F State Investment Bldg, Tiano-Hayes Streets, 9000, Cagayan de Oro City, re: ICT Enhancement Training for Computer Hardware Servicing NC II, Animation NC II and Programming NC IV.
2. The Objective is to provide an internationally based Information Technology (IT) plan that lays out a documented strategy for your company and provide your corporate and personal based clients/accounts with educational programs and short-term courses only offered at Informatics Computer Institute Cagayan de Oro Center.
3. Participants are the following: Division ICT Coordinators and School ICT laboratory In-Charge (Elementary and Secondary).
4. Training fees, travelling and other incidental expenses shall be chargeable to the interested participants.
5. For information and guidance.



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Tiano-Hayes Street, 9000  
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: + (088) 8575868

March 27, 2014  
Ingrid G. Racoma  
Regional Director  
Cagayan de Oro City 9000

Dear Ma'am,

Greetings!

We believe, Informatics, as an international IT school headquartered in Singapore and being awarded as the top IT school with the highest employability rate from the previous PGS scholarship. Our School provides world-class Information Technology education that is par with international standards. Our courses are validated by Informatics Academy in Singapore and by the National Computing Center (NCC) in Manchester, United Kingdom. These are recognized as well by the Technical Education and Skills Development Authority (TESDA) and the Commission on Higher Education (CHED) in the Philippines. On top of our IT education that is based from the international curriculum in Singapore and together with our dedicated workforce who have been servicing professionals and students in Mindanao Region, we would like to be one of the training partner of your offices.

**OBJECTIVE:**

To provide your good office an internationally based Information Technology (IT) plan that lays out a documented strategy for your company. Your company's IT plan will be unique to the needs of your business. We can also provide your corporate and personal based clients/accounts with educational programs and short-term courses only offered at Informatics Computer Institute Cagayan de Oro Center.

**TERMS:**

All short-term courses offered at Informatics Computer Institute Cagayan de Oro Center fees may be adjusted provided that 15 or more students will be enrolled in any said packages.

With regard to the IT advancements offered at our institution, herein are the detailed terms we would like to offer your good office to address and further advance any of your computer related problems. (The following courses are the core essentials that can and will surely improve your employees and clientele current IT problems.)

We would be ready for an appointment at your convenience to further discuss the details of this proposal. Should you have any questions before that time, you can contact us at our office 712-849 or mobile number 09169174877 or 09177033467.

Thank you and looking forward.

Sincerely yours,

**ANALYN VESTIDAS**  
Career Consultant



**SCHOLARSHIP SUBSIDY for DepEd  
Informatics Computer Institute**

	<b>INFORMATICS</b>	<b>DEP ED</b>
<b>Course Code</b>	<b>Lecture Fee</b>	<b>Lab Fee</b>
LCS2	2,760.00	2,070.00
LCS3	2,760.00	2,070.00
LAM1	2,760.00	2,070.00
LAM2		2,070.00
LCA2	2,760.00	2,070.00
LCP2	2,760.00	2,070.00
LCP3	2,760.00	2,070.00
	<b>16,560.00</b>	<b>14,490.00</b>

**Start of Class requires 15 Participants**  
**Training Duration : 3 weeks**



## DedEd Modules for Summer Class

Computer Hardware Servicing NCII		Hours		UNITS	Course Fee
Course Code	Module	Lecture	Lab		
LCS2	PC Diagnostics	15	15	3	4,830.00
LCS3	Computer Networking	15	15	3	4,830.00
Total Units				<b>6</b>	<b>9,660.00</b>

Animation NC II		Hours		UNITS	Course Fee
Course Code	Module	Lecture	Lab		
LAM1	Introduction to Animation	10	10	3	4,830.00
LAM2	2D Animation		15	3	4,830.00
Total Units				<b>6</b>	<b>9,660.00</b>

Programming NC IV		Hours		UNITS	Course Fee
Course Code	Module	Lecture	Lab		
LCA2	Web Publishing Using HTML	5	5	3	4,830.00
LCP2	Programmning 2: Visual Basic	10	10	3	4,830.00
LCP3	Programm 3: JAVA	10	10	3	4,830.00
Total Units				<b>9</b>	<b>14,490.00</b>

Total Units Earned :	21 units
Total Course Fee :	33,810.00

Please see attached Scholarship/ Subsidy of Informatics herewith. Thanks!

## Syllabus for DepEd

COMPUTER HARDWARE SERVICING NCI	COMPUTER ANIMATION NCI	COMPUTER PROGRAMMING NCI
<p><b>BASIC COMPETENCIES</b></p> <ul style="list-style-type: none"> <li>Participate in workplace communication</li> <li>Work in a team environment</li> <li>Practice career professionalism</li> <li>Practice occupational health and safety procedures</li> </ul> <p><b>COMMON COMPETENCIES</b></p> <ul style="list-style-type: none"> <li>Apply quality standards</li> <li>Perform computer operations</li> <li>Perform mensuration and calculation</li> <li>Prepare and interpret technical drawing</li> <li>Use hand tools</li> <li>Terminate and connect electrical wiring and electronic circuits</li> </ul> <p><b>CORE COMPETENCIES</b></p> <ul style="list-style-type: none"> <li>install computer systems and networks</li> <li>Diagnose and troubleshoot computer systems</li> <li>Configure computer systems and networks</li> <li>Maintain computer systems and networks</li> </ul>	<p><b>BASIC COMPETENCIES</b></p> <ul style="list-style-type: none"> <li>Receive and Respond to Workplace Communication</li> <li>Work with Others</li> <li>Demonstrate Work Values</li> <li>Practice Basic Housekeeping Procedures</li> </ul> <p><b>COMMON COMPETENCIES</b></p> <ul style="list-style-type: none"> <li>Apply Quality Standards</li> <li>Perform Computer Operations</li> </ul> <p><b>CORE COMPETENCIES</b></p> <ul style="list-style-type: none"> <li>Produce Cleaned-up &amp; In-betweened Drawings</li> </ul>	<p><b>BASIC COMPETENCIES</b></p> <ul style="list-style-type: none"> <li>Utilize specialized communication skills</li> <li>Develop teams and individuals</li> <li>Apply problem solving techniques in the workplace</li> <li>Collect, analyze and organize information</li> <li>Plan and organize work</li> <li>Promote environmental protection</li> </ul> <p><b>COMMON COMPETENCIES</b></p> <ul style="list-style-type: none"> <li>Apply quality standards</li> <li>Operate a personal computer</li> </ul> <p><b>CORE COMPETENCIES</b></p> <ul style="list-style-type: none"> <li>Design program logic</li> <li>Apply program development approach</li> <li>Apply object-oriented program language skills</li> <li>Apply programming skills in a second language</li> </ul>