



DEPARTMENT OF EDUCATION
Region X-Northern Mindanao
DIVISION OF MALAYBALAY CITY
Sayre Highway, Casisang, Malaybalay City
Telefax: (088)314-0094



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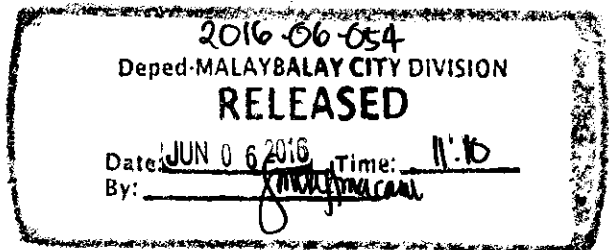
DIVISION MEMORANDUM

No. 297, s. 2016

To : **PUBLIC SCHOOLS DISTRICT SUPERVISORS
ELEMENTARY AND SECONDARY SCHOOL HEADS
ELEMENTARY AND SECONDARY SCHOOL ICT COORDINATORS**
This Division

From : *Luely*
EDILBERTO L. OPLENARIA, CESO VI
SIC, Schools Division Superintendent ✓

Date : June 3, 2016



Re : **DIVISION ORIENTATION / BRIEFING OF RECIPIENT SCHOOLS UNDER DEPED
COMPUTERIZATION PROGRAM (DCP) BATCHES 29-33**

1. In line with the Division ICT Plan Objectives and Division Strategic Program particularly "ICT4Ed", this Office will conduct an orientation/briefing of the DCP recipient elementary/secondary schools on June 9-10, 2016 at Loiza's Pavilion, Casisang, Malaybalay City.
2. The following are the objectives for the 2-day orientation-workshop:
 - Orient the recipient schools on the counterpart requirements needed before the delivery of the computer packages,
 - Orient the school heads through the School ICT Coordinators on the guidelines for the inspection and acceptance of the computer packages,
 - Orient the School ICT Coordinators regarding their roles in the implementation of the DCP Ticketing System
 - Provide updates on the use of ICTs for effective teaching and learning, and
 - Enhance the skills of the School ICT Coordinators in terms of computer-aided instruction of which they are expected to cascade such to their colleagues to enhance teaching and learning through interactive classroom instruction
3. The participants to this activity are the School ICT Coordinators of the recipient schools of DCP batches 29-33. Enclosed is the list of participants.

4. The participants are required to bring the following:
 - a. For Elementary School ICT Coordinators
 - Laptop
 - Internet broadband
 - Extension Wire
 - b. For Secondary School ICT Coordinators (PC Assembly & Troubleshooting)
 - 1-unit System Unit including Monitor, Keyboard, Mouse and AVR
 - 1-pc Manual Flat Head Screw Driver
 - 1-pc Manual Philip Screw Driver
 - 1-pc Crimping Tool
 - 1-pc Side Cutting Pliers
 - 1-pc Extension Wire
 - Internet Broadband
5. Transportation and other related expenses of the participants shall be charged against local Fund/School MOOE while board and lodging, meals, snacks, and training materials shall be charged to DCP Fund subject to the existing accounting and auditing policies, rules and regulations.
6. Immediate dissemination of this Memorandum is desired.

Encl.:

As stated

Copy Furnished:

Records Unit

ICT Unit

TO BE POSTED IN THE WEBSITE



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LIST OF PARTICIPANTS

School ID	School Name	District	Number of Participants
	ELEMENTARY		
126580	Dalwangan ES	Malaybalay City District I	1
126582	Kalasungay CS	Malaybalay City District I	1
126583	Kapt. Angel ES	Malaybalay City District I	1
126589	New Ilocos ES	Malaybalay City District I	1
126590	Patpat ES	Malaybalay City District I	1
126575	Baganao ES	Malaybalay City District II	1
126577	Can-ayan IS	Malaybalay City District II	1
126578	Candiisan ES	Malaybalay City District II	1
126584	Kibalabag ES	Malaybalay City District II	1
126585	Kilap-agan ES	Malaybalay City District II	1
126587	Manalog ES	Malaybalay City District II	1
126593	Sumpong CS	Malaybalay City District II	1
126594	Tag-ilanao ES	Malaybalay City District II	1
126595	Tintinaan ES	Malaybalay City District II	1
126581	Imbayao ES	Malaybalay City District III	1
126592	Sta. Ana ES	Malaybalay City District III	1
199510	Barangay 9 ES	Malaybalay City District IV	1
126576	BCT ES	Malaybalay City District IV	1
126586	Malaybalay City CS	Malaybalay City District IV	1
126574	Airport Village ES	Malaybalay City District V	1
126579	Casisang CS	Malaybalay City District V	1
126565	Mabuhay ES	Malaybalay City District V	1
126588	Natid-asan ES	Malaybalay City District V	1
126551	Panamucan ES	Malaybalay City District V	1
126591	San Jose ES	Malaybalay City District V	1
126557	Aglayan CS	Malaybalay City District VI	1
126559	Bendolan ES	Malaybalay City District VI	1
126561	Cabangahan ES	Malaybalay City District VI	1
126564	Laguitas ES	Malaybalay City District VI	1
126567	Magsaysay ES	Malaybalay City District VI	1
126569	Mapayag ES	Malaybalay City District VI	1
126558	Bangcud CS	Malaybalay City District VII	1
126560	Binalbagan ES	Malaybalay City District VII	1

School ID	School Name	District	Number of Participants
126562	Calawag ES	Malaybalay City District VII	1
126563	Dapulan ES	Malaybalay City District VII	1
126566	Macote ES	Malaybalay City District VII	1
126570	Padernal ES	Malaybalay City District VII	1
126573	Simaya ES	Malaybalay City District VII	1
126542	Lalawan ES	Malaybalay City District VIII	1
126544	Linabo CS	Malaybalay City District VIII	1
126568	Malapgap ES	Malaybalay City District VIII	1
199511	Paiwaig ES	Malaybalay City District VIII	1
126571	San Martin ES	Malaybalay City District VIII	1
126572	San Roque ES	Malaybalay City District VIII	1
126552	Sawaga ES	Malaybalay City District VIII	1
126534	Bagong Silang ES	Malaybalay City District IX	1
126539	Dumayas ES	Malaybalay City District IX	1
126543	Langasihian ES	Malaybalay City District IX	1
126545	Lunokan ES	Malaybalay City District IX	1
126546	Maligaya ES	Malaybalay City District IX	1
126547	Managok CS	Malaybalay City District IX	1
126549	Matangpatang ES	Malaybalay City District IX	1
126550	Miglamin ES	Malaybalay City District IX	1
126536	Busdi IS	Malaybalay City District X	1
126537	Caburacanan ES	Malaybalay City District X	1
126540	Indalasa ES	Malaybalay City District X	1
199518	Kibalabag ES	Malaybalay City District X	1
126541	Kulaman ES	Malaybalay City District X	1
126548	Mapulo ES	Malaybalay City District X	1
126553	Silae ES	Malaybalay City District X	1
126554	St. Peter ES	Malaybalay City District X	1
259006	Tuburan ES	Malaybalay City District X	1
126556	Zamboanguita CS	Malaybalay City District X	1
	SECONDARY		
314915	Kalasangay NHS	Malaybalay City District I	1
314917	Can-ayan IS	Malaybalay City District II	1
303950	Bukidnon NHS	Malaybalay City District III	1
314916	Malaybalay City NHS	Malaybalay City District V	1
303946	Bangcud NHS	Malaybalay City District VII	1
303984	Silae NHS	Malaybalay City District X	1
314905	St. Peter NHS	Malaybalay City District X	1
303973	Managok NHS (Main)	Malaybalay City District IX	1
314904	Malaybalay City NSHS	Malaybalay City District VI	1
303982	San Martin AINHS	Malaybalay City District VIII	1
	TOTAL		73

**DIVISION ORIENTATION / BRIEFING OF RECIPIENT SCHOOLS
UNDER DEPED COMPUTERIZATION PROGRAM (DCP) BATCHES 29-33
PROGRAMME**

Day 1 (June 9, 2016):

Time	Activity/Topic			In-Charge / Facilitators
7:30- 8:30	Registration/Attendance			Secretariat
PLENARY				
8:30-9:00	Opening Program <ul style="list-style-type: none"> • National Anthem • Invocation • Welcome Remarks • Acknowledgement of Participants • Message • Overview 			Video Presentation Video Presentation LORENZO O. CAPACIO Chief ES, SGOD LUCILYN M. CAHUCOM Admin Aide VI EDILBERTO L. OPLENARIA, CESO VI Schools Division Superintendent PAUL JOHN P. ARIAS IT Officer I
9:00-10:00	Guidelines on the delivery, inspection and acceptance of the computer packages			Anabelle B. Miquiabas
10:00-11:00	DCP Ticketing System			Paul John P. Arias
BREAKOUT SESSION		Elementary (E)	Secondary (S)	
11:00-12:00	Session 1:	MS Publisher	PC Assembly & PC Configuration	(E) Gretchen V. Catane (S) Kervi Don A. Abendano
12:00-1:00	LUNCH			
1:00-2:00	Workshop:	Session 1	Session 1	
2:00-2:30	Presentation:	Session 1 Output	Session 1 Output	Participants
2:30-3:30	Session 2:	MS Powerpoint (Interactive Quiz)	PC Networking	(E) Leny G. Ama (S) Kervi Don A. Abendano
3:30-4:30	Workshop:	Session 2	Session 2	
4:30-5:00	Presentation:	Session 2 Output	Session 2 Output	Participants
PLENARY				
5:00-6:00	Learner Information System (LIS) Beginning of the School Year (BOSY) 2016-2017			Novem A. Sescon
6:00-7:00	DINNER			
7:00-9:00	Workshop: LIS BOSY 2016-2017			

Day 2 (June 10, 2016):

Time	Activity/Topic			In-Charge / Facilitators
6:00-7:30	BREAKFAST			
7:30- 8:00	Registration/Attendance			Secretariat
8:00-8:30	Plenary: MOL			Participants
BREAKOUT SESSION		Elementary (E)	Secondary (S)	
8:30-9:30	Session 3:	Internet Mining & Video Downloading	Adobe Photoshop	(E) Pamela L. Astudillo (S) Jade Grace Cabanelez
9:30-10:30	Workshop:	Session 3	Session 3	
10:30-11:00	Presentation:	Session 3 Output	Session 3 Output	Participants
PLENARY				
11:00-12:00	ICT Integration in the Classroom			ANALY L. OCIER, EPS
12:00-1:00	LUNCH			
1:00-2:00	ICT Integration in the Classroom (continuation...)			
2:00-3:30	Demo Teaching: ICT Integration			Participants
3:30-4:30	Closing Program			Secretariat