



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

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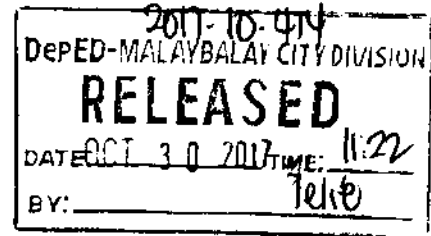
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**DIVISION MEMORANDUM**

No. 565, s. 2017



To: **Chief Education Supervisors and Staff, CID and SGOD  
Public Elementary and Secondary School Heads  
This Division**

From:   
**EDILBERTO L. OPLENARIA, CESO VI  
OIC, Schools Division Superintendent**

Date: October 23, 2017

Subject: **2017 DIVISION SEARCH FOR ICT BEST PRACTICES**

1. Pursuant to the herein Region Memorandum No. 482, s. 2017 re: *1st Regional DepEd ICT Summit 2017*, this Office hereby disseminates the guidelines for the 2017 Division Search for ICT Best Practices in the public elementary and secondary schools.
2. The activity aims to identify the schools which will serve as the Division entry to the Regional Search for ICT Best Practices on November 20-21, 2017 at Cagayan de Oro City.
3. All Public Schools District Supervisors are instructed to submit one entry for each category for the ICT Best Practices **on or before November 6, 2017** to this Office attention: Paul John P. Arias, ICT Unit. Only the first-place winner in each category shall be the official entry of the Division in the Regional Search. Further, it is informed that the Division Search will be conducted from November 7-8, 2017.
4. Applicant for the Search for ICT Best Practices must submit necessary documentation to support the existence and sustainability of the project, to wit:
  - a. Monitoring and Evaluation (M&E) files
  - b. A five- to ten-minute video presentation of the project.
5. Widest dissemination and compliance is desired.

Encl.:

As stated

Copy furnished:

ICT Unit

Records Section

To be posted in the website



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF EDUCATION  
REGION X

Zone 1, Upper Bakulang, Cagayan de Oro City  
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**Tayo**  
PARA SA  
EDUKASYON

October 10, 2017  
DepEd-X  
Cagayan de Oro City

**REGION MEMORANDUM**

No. 482, s. 2017

**1<sup>ST</sup> REGIONAL DEPED ICT SUMMIT 2017**

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8159  
**RELEASED**

To: **Schools Division Superintendents**  
*This Region.*

1. The Department of Education (DepEd)-Region X, through the Information and Communications Technology Unit (ICTU), will hold the 1<sup>st</sup> Regional DepEd ICT Summit on November 20-21, 2017, with the theme *Digital Transformation for the KID (K-12 + ALS, ICT, DepEd)*. The venue will be announced in a separate Memorandum.
2. The Summit aims to:
  - a. update ICT practitioners in DepEd on emerging technologies;
  - b. start the culture of sharing and collaborating of ICT in teaching, learning, and governance;
  - c. provide a forum to update everyone on current ICT projects and implementations in DepEd as well as future plans; and
  - d. recognize ICT best projects and implementers.
3. The highlight of the Summit will be the Search for the Regional ICT Best Practices, which aims to generate awareness and support from education managers and school communities on ICT initiatives, highlight different DepEd ICT initiatives, support teaching and learning and governance, and cultivate a culture of sustainability among DepEd ICT initiatives across all levels.
4. Travel, accommodation, meals, and other expenses relative to the conduct of the Regional Summit shall be charged to the 2017 OSEC-GAS Funds, subject to the accounting and auditing rules and regulations while travel and accommodation expenses of the four (4) representatives per category from each Schools Division shall be charged to local funds, subject to auditing rules and regulations.

Sa K to 12 may pagbabago, Sa Rehiyon Diyos mga mag-aaral ay panalo!

5. Registration and check-in will be on November 19, 2017, at 2:00 P.M., while check-out is on November 21, 2017, at 12:00 noon. First meal to be served is dinner on November 19 while the last meal is snacks on November 21, 2017.

6. Enclosed are the following for your ready reference:

- a. Enclosure No. 1 - General Guidelines on the Conduct of the Regional Summit
- b. Enclosure No. 2 - DepEd ICT Summit Program of Activities
- c. Enclosure No. 3 - Distribution of Participants

7. For concerns, please contact **Ralph Simon L. Mabulay**, Computer Programmer II, at 09054257448 or at [ralphsimon.mabulay@deped.gov.ph](mailto:ralphsimon.mabulay@deped.gov.ph).

8. Immediate and wide dissemination of this Memorandum is desired.

  
**ALLAN E. FARNAZO**  
Director IV

# 1<sup>ST</sup> DEPED REGIONAL ICT SUMMIT 2017

## Search for the Regional ICT Best Practices

### Guidelines

#### Rationale

The Department of Education (DepEd) supports the development of its personnel in order to deliver 21<sup>st</sup> century learning experiences to the Filipino learners. With its mission to facilitate learning and constantly nurture every learner, DepEd formulates, implements, and coordinates programs and projects in the areas of formal and non-formal basic education. This year, DepEd, through the Information and Communications Technology Services, invites all teaching and non-teaching personnel to the ICT Best Practices Awards.

#### Tagline

The Summits' tagline is **Cultivating a Culture of ICT Excellence.**

#### Objectives

The objectives of the ICT Best Practices Awards are to:

1. generate awareness among and support from education managers and school Communities on ICT initiatives;
2. highlight different DepEd ICT initiatives that support teaching and learning as well as governance; and
3. cultivate a culture of sustainability among DepEd ICT Initiatives across all levels.

#### Mechanics

1. The ICT Best Practices Awards shall be open to all DepEd personnel.
2. There shall be five (5) major categories:
  - a. **ICT for Teaching and Learning.** The category highlights the intensification of the use of the DepEd Computerization Program (DCP) packages and other available technologies integrated in the curriculum.
  - b. **ICT for Governance.** The category features ICT ingenuities that further improve DepEd services in the schools, division, and regional levels.
  - c. **ICT for Child Protection.** The category highlights the inventiveness of the use of the DepEd Child Protection Programs to enhance the understanding of the children's use of ICTs and appropriate responses to violence, exploitation, and abuse facilitated through ICTs.

- d. **ICT for Interactive SIMs.** The category features the innovations and quantitative approach in the use of systematized interactive teaching in the schools, division, and regional levels.
  - e. **ICT for ICT (Learning Action Cells) LACs Session.** The category highlights the commitment of DepEd to the implementation and development of educational reforms aimed toward the success in the profession in the schools, division, and regional levels.
3. The project/innovation/entry shall have been operational and sustainable for, at least, six (6) calendar months from the time of application.
  4. The contest shall be in two (2) tiers, namely: Division (Tier 1) and Regional (Tier 2).
    - a. Each Schools Division shall have one (1) entry for each category. Only the first-place winner in each category shall be the official entry of the Schools Division in the Regional Finals.
    - b. The Regional Finals (Tier 2) shall have 14 participating Schools Divisions, each of which shall one (1) official entry per category.
  5. Each entry shall have only one (1) proponent.
  6. Proponents are required to prepare a 10-minute video presentation of the entry during the contest proper. The judges shall have five (5) minutes for critiquing.
  7. Only the first-place winners in the ICT for Teaching and Learning and ICT for Governance shall be the official entry of the Region to the National ICT Summit.
  8. Regional finalists (Division first-place winners in the five (5) categories) shall display their learning market exhibits alongside the Regional Summit. Presenters shall use a 48x36 inch-size vertical poster layout. Likewise, the poster shall include the division and its logo, school name with logo, proponent's name, entry title, and description of the project in 50-100 words. All other artistic elements of the poster shall be left to the discretion of the proponent.
  9. Failure to meet the guidelines/mechanics of the contest, including submission of documents that prove the existence and sustainability of the project, shall disqualify the applicants from joining the contest.
  10. The decision of the board of judges shall be **final, non-negotiable, and irrevocable.**
  11. Finally, ICT innovations/projects that have already won in the international, national, and local ICT competitions shall still be eligible to join the contest.

Child Protection		
<b>Achievement</b>		
• Improvement of Operations and Delivery of Services	10%	20%
• Involvement Level of Regional/Division/School Heads and Personnel	10%	
<b>Sustainability</b>		
• Documentation (Monitoring & Evaluation Files)	10%	30%
• Replicability of the project	10%	
• Implementing Mechanisms	10%	
<b>Innovativeness</b>		
• Creativity on the Integration of Available Tools	15%	25%
• Uniqueness of the Project	10%	
<b>Effectiveness</b>		
• Outcome and Functionality of the Project	10%	25%
• Cost Effectiveness of the Project	10%	
<b>Total</b>		<b>100%</b>

Interactive SIMs		
<b>Achievement</b>		
• Improvement of Operations and Delivery of Services	10%	20%
• Involvement Level of Regional/Division/School Heads and Personnel	10%	
<b>Sustainability</b>		
• Documentation (Monitoring & Evaluation Files)	10%	30%
• Replicability of the Project	10%	
• Implementing Mechanisms	10%	
<b>Innovativeness</b>		
• Creativity on the Integration of Available Tools	15%	25%
• Uniqueness of the Project	10%	
<b>Effectiveness</b>		
• Outcome and Functionality of the Project	10%	25%
• Cost Effectiveness of the Project	10%	
<b>Total</b>		<b>100%</b>

## Criteria for Judging

1. Below are the criteria for judging for the Search for the Regional ICT Best Practices:

ICT for Teaching and Learning		
<b>Achievement</b>		
<ul style="list-style-type: none"> <li>• Participations of School Management</li> <li>• Promoting Usage of DCP Packages</li> <li>• Support of school Communities</li> </ul>	10% 10% 10%	30%
<b>Sustainability</b>		
<ul style="list-style-type: none"> <li>• Documentation (Monitoring &amp; Evaluation Files)</li> <li>• Replicability of the Project</li> <li>• Implementing Mechanisms</li> </ul>	10% 5% 5%	20%
<b>Innovativeness</b>		
<ul style="list-style-type: none"> <li>• Creativity on the Functionality of the Project</li> <li>• Uniqueness of the Project</li> </ul>	10% 10%	20%
<b>Effectiveness</b>		
<ul style="list-style-type: none"> <li>• Outcome and Functionality of the Project</li> <li>• Length of Project Implementation</li> </ul>	20% 10%	30%
<b>Total</b>		<b>100%</b>

Governance		
<b>Achievement</b>		
<ul style="list-style-type: none"> <li>• Improvement of Operations and Delivery of Services</li> <li>• Involvement Level of Regional/Division/School Heads and Personnel</li> </ul>	10% 10%	20%
<b>Sustainability</b>		
<ul style="list-style-type: none"> <li>• Documentation (Monitoring &amp; Evaluation Files)</li> <li>• Replicability of the Project</li> <li>• Implementing Mechanisms</li> </ul>	10% 10% 10%	30%
<b>Innovativeness</b>		
<ul style="list-style-type: none"> <li>• Creativity on the Integration of Available Tools</li> <li>• Uniqueness of the Project</li> </ul>	15% 10%	25%
<b>Effectiveness</b>		
<ul style="list-style-type: none"> <li>• Outcome and Functionality of the Project</li> <li>• Cost Effectiveness of the Project</li> </ul>	10% 10%	25%
<b>Total</b>		<b>100%</b>

ICT Learning Action Cell		
<b>Achievement</b>		
• Improvement of Operations and Delivery of Services	10%	
• Involvement Level of Regional/Division/School Heads and Personnel	10%	20%
<b>Sustainability</b>		
• Documentation (Monitoring & Evaluation Files)	10%	
• Replicability of the Project	10%	
• Implementing Mechanisms	10%	30%
<b>Innovativeness</b>		
• Creativity on the Integration of Available Tools	15%	
• Uniqueness of the Project	10%	25%
<b>Effectiveness</b>		
• Outcome and Functionality of the Project	10%	
• Cost Effectiveness of the Project	10%	25%
<b>Total</b>		<b>100%</b>

#### Awards and Prizes

1. The major awards and prizes for all five (5) categories are as follows:
  - a. 1<sup>st</sup> Place Best ICT Practice - P15,000.00 Cash, Trophy, and Certificate
  - b. 2<sup>nd</sup> Place Best ICT Practice - P10,000.00 Cash, Trophy, and Certificate
  - c. 3<sup>rd</sup> Place Best ICT Practice - P5,000.00 Cash, Trophy, and Certificate
  
2. Special Awards will be given to:
  - a. Best Presenter - Trophy and Certificate
  - b. Best Presentation - Trophy and Certificate
  - c. Best Poster - Trophy and Certificate



# 1st Regional DepEd ICT Summit 2017

## Schedule of Activities

Activity	Date
<b>ICT Best Practices Selection (Division, Tier 1)</b>	November 4, 2017
<b>ICT Best Practices Submission to the Regional Level</b> via email: <a href="mailto:ralphsimon.mabulay@deped.gov.ph">ralphsimon.mabulay@deped.gov.ph</a>	November 5-13, 2017
<b>ICT Best Practices Awards (Region, Tier 2)</b>	November 20-21, 2017

# 1st Regional DepEd ICT Summit 2017

## PROGRAM OF ACTIVITIES

Date: November 20-21, 2017

Venue: (to be announced)

Day 0 - Sunday, November 19, 2017			
Time	Session	Type of Session	Venue
2:00 P.M.-onwards	<ul style="list-style-type: none"> <li>Registration</li> <li>Booth Set-up</li> </ul>	Ingress	TBA
6:00-7:00 P.M.	<ul style="list-style-type: none"> <li>Dinner</li> </ul>		
Day 1 - Monday, November 20, 2017			
Time	Session	Type of Session	Venue
6:00-8:00 A.M.	<ul style="list-style-type: none"> <li>Breakfast</li> <li>Registration</li> <li>Booth Set-up</li> </ul>	Ingress	TBA
8:00 A.M. - 10:00 A.M.	Opening Ceremonies	Plenary	
	Welcome Message <b>Dir. Allan G. Farnazo</b>		
10:00 A.M.	Break		
10:00-11:00 A.M.	Keynote Speaker <ul style="list-style-type: none"> <li>Google for Education</li> </ul>		
11:00 A.M. - 12:00 N.	1 I.T Expert:		
12:00 N. -1:00 P.M.	Lunch		
<b>Contest Proper</b>			
1:00-5:00 P.M.	ICT for Teaching and Learning		TBA
	ICT for Governance		TBA
	ICT for Child Protection		TBA
6:00-7:00 P.M.	Dinner		
Day 2 (November 21, 2017)			
6:00-7:00 A.M.	Breakfast	Ingress	
<b>Contest Proper</b>			
8:00 A.M.- 12:00 N.	ICT for Integrated SIMs		TBA
	ICT for LAC Session		

12:00 N. - 1:00 P.M.	Lunch			
1:00-4:00 P.M.	<ul style="list-style-type: none"><li>• Closing Ceremonies</li><li>• Awarding</li></ul>			
4:00-5:00 P.M.	Home Sweet Home			

**REGIONAL ICT SUMMIT 2017**  
**Distribution of Participants**

<b>Office</b>	<b>Participants</b>	<b>Number</b>
<b>Regional Office</b>	Regional Director	1
	OIC, Assistant Regional Director	1
	Chief of Functional Divisions	8
	ICT Unit	4
	Dentist and Nurse	2
<b>Schools Division Office</b>	Schools Division Superintendents	14
	CID Chief	14
	Information Technology Officer I	14
	Division finalists- ICT for Teaching and Learning	14
	Division finalists- ICT for Governance	14
	Division finalists- ICT for Child Protection	14
	Division finalists- ICT for Interactive SIMs	14
	Division finalists- ICT for ICT (Learning Action Cells) LACs Session	14
	School Heads (5 Elementary, 5 Secondary)	70