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### Republic of the Philippines

### Department of Education

REGION X-NORTHERN MINDANAO DIVISION OF MALAYBLAY CITY

### **DIVISION MEMORANDUM**

No. <u>253</u> series of 2020

TO:

Assistant Schools Division Superintendent Chief Education Supervisors SGOD and CID Public Elementary and Secondary School Heads

This Division

FROM:

, victoria V. gazo, phd, ceso *n* 

Schools Division Superintendent

**DATE**: / June 25, 2020

SUBJECT: DISSEMINATION OF DM-PHRODFO-2020-00197 RE: UTILIZATION OF

GOOGLE SHEETS IN REPORTING LEARNER ENROLLMENT SURVEY FORM (LESF) DATA AND SUBMISSION OF CONSOLIDATED LESF BY SCHOOL,

GRADE LEVEL AND BY DISTRICT

1. For the information and guidance of all concerned, this Office hereby disseminates the herein **DM-PHRODFO-2020-00197 RE: UTILIZATION OF GOOGLE SHEETS IN REPORTING LEARNER ENROLLMENT SURVEY FORM (LESF) DATA** during the enrollment period.

- 2. Attached is the DM-PHRODFO-2020-00197 for reference. Immediate and wide dissemination of this memorandum is highly desired.
- School Heads are enjoined to submit the LESF consolidated report following the attached template. District Offices **through the Office of the Public Schools District Supervisor** will consolidate the enrolment by School, grade level segmented by male and female and submit the consolidated data in **hard copy** at school Governance and Operations Division, Planning and Research Section and **soft copies** at <a href="https://docs.google.com/spreadsheets/d/1UrMsjUYeXeuhhbilcf18Yum2Nxe4edn8/edit?fbclid=1">https://docs.google.com/spreadsheets/d/1UrMsjUYeXeuhhbilcf18Yum2Nxe4edn8/edit?fbclid=1</a> wAR2xo619F8y7pldscyjrnbeugdCSmoc5DNL-rs0ES96E-QW82RLxpoNk wo#gid=39988426 on or before **July 6, 2020**.
- 4. Queries related to this can be relayed to **Vince G. Sanmiguel,LPT, EdD**, Senior Education Program Specialist, Planning and Research Section at 09778091156.

Encls.: As stated

Reference: DO 008 s. 2020 TO BE POSTED IN THE WEBSITE



Purok 6, Casisang, Malaybalay City Telefax (088) 314-0094 Email: Malaybalay.city@deped.gov.ph



# Republic of the Philippines Department of Education

## Tanggapan ng Pangalawang Kalihim Office of the Undersecretary

MEMORANDUM DM-PHRODFO-2020-00197

TO:

**REGIONAL DIRECTORS** 

**SCHOOLS DIVISION SUPERINTENDENTS** 

**REGIONAL AND DIVISION PLANNING OFFICERS** 

SCHOOL HEADS

FROM:

ÉSUS L.R. MATEO

Undersecretary

SUBJECT:

Utilization of Google Sheets in Reporting Learner Enrollment and

Survey Form (LESF) Data

DATE:

22 June 2020

In response to the COVID-19 pandemic and the new normal, the Department of Education (DepEd) issued **DepEd Order No. 8, s. 2020** that provides guidelines on the enrollment procedures for School Year 2020-2021. This includes the Learner Enrollment and Survey Form (LESF) which seeks to register incoming learners and gather information on household capacity to support various learning modes.

The LESF module in the Learner Information System (LIS) was deployed last June 10 where teachers encode collected learner's data. However, the system has been experiencing technical issues which makes accessing in the LESF module difficult. In response to this, the module has been disabled by ICTS to allow the programmers to fix the technical issues. However, the LIS facility remains open for schools to finalize EOSY data.

In the meantime, the following changes shall be observed and shall take effect immediately:

- a. The daily reporting of enrollment data using Google Sheet shall be expanded to cover the results of the survey. The Central Office will prescribe a common Google Sheet template for the regions to accomplish. However, the regions are given flexibility to determine the most feasible strategy in generating the LESF data from the school level. The use of Google Sheet shall be until July 7, 2020.
- b. Reporting of enrollment and survey results shall strictly be done by previous advisers to avoid double counting.
- c. LESF module in the LIS will be redeployed once issues have been addressed and the entire technical design are completed, such as, governance level dashboard.
- d. With these corrections, the new deadline for tagging is July 30, 2020.

The results of the survey are crucial for DepEd in making informed decisions for the implementation of the Basic Education - Learning Continuity Plan and for partners and other government agencies in determining their support to the Department.

For clarifications, please contact the Planning Service - Education Management Information System Division (PS-EMISD) through e-mail at <a href="mailto:ps.emisd@deped.gov.ph">ps.emisd@deped.gov.ph</a>.

For immediate and appropriate action.

#### tearner Enrollment and Survey Information Summary (PUBLIC) SY 2020-2021

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								Father's In	formation		
		INCOMING LEARNERS SY 2020- 2021					C	. Employment Sta	itus		C4. Worlding from
	INCOMING LEARNERS SY 2020- 2021  Male Female Total	C.1 Father	Full Time	Part Time	Self-Employed	Unemployed due to ECQ Not Working		YES			
		7,253	7,161	14,414		0	e	0	0	0	0
"	SAMPLE			_							
126574	Airport Village ES	332	351	683							
126557	Aglayan CS	251	222	473							
126575	Baganao ES	59	40	99							
126534	Bagong Silang ES	41	37	78						<u> </u>	
126535	Balangbang ES	14	14	28				_			
126558	Bangoud CES	327	341	668						<u> </u>	
199510	Barangay 9 ES	76	86	162			[			<u> </u>	
	BCT ES	173	155	328	· · · · · · · · · · · · · · · · · · ·	I			<u> </u>		<u> </u>
126559	Bendolan ES	51	48	99						l	

				Mother's I	nformation				
home due to ECQ			C9.	Employment St	atus		C10. Working from	home due to ECQ	
No	C.7 Mother	Full Time	Part Time	Self-Employed	Unemployed due to ECQ	Not Working	YES	NO	
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ollon) are studying	g in School					D3. Who	among the house	hold members cr	ın provide instructional	support to the ch
Grade 8	Grede 9	Grade 10	Grade 11	Grade 12	Others	Parents/ Guardiens	Elded Siblings	Grandparents	Extended Members of the Family	Others (Tutor, House helper)
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		 	D4. What devices are available at home that the learner can use for learning?								
ild's distance	e learning?		With Te	levision	With G	sliphone				<u>.</u>	
None	Able to do independent	With Internet Connection at Home	Cable	Non-Cable	Besic	Smartphone	With Tablet/	With Radio	Dekstop Computer	Laptop	None
	learning 0	Home	0	0	C	0	0	0	0	0	0
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		D6. How do you connect to the internet?								<del></del>
	DS. Do you is connect to				Own Broadband		Other Places Outside the			
	YES	شد			Internet		Home with			
Others:	160	NO		Own Mobile	(DSL, Wireless Fiber, Satellite)	Computer Shop	Internet Connection	None		Online
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07. What distanc	e learning model	ity/ies do you pr	efer for your child Combination of		_	(COMP) (COMP)	the first of the same of	7.5.75	arge .	And the second of the second o
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