




RELEASED

Division Memorandum


No. 09 s. 2017

To : Public Schools District Supervisors
ALS Implementers
All Others Concerned

From : 
SOCORRO V. DELA ROSA, CESO VI
Schools Division Superintendent

Subject: ICT Literacy Trainers' Training-Workshop for ALS Implementers

Date : January 16, 2017

Division of Catanduanes
RECORDS SECTION
JAN 18 2017
11:40 A.M.
Initial/Signature: 

1. In line with the continuing capability building program of Alternative Learning System, the Schools Division Office in coordination with Information Technology (IT) Section will conduct an ICT Literacy Trainers' Training-Workshop for ALS Implementers on January 23-25, 2017 at Amenia Beach Resort, Palawig, San Andres, Catanduanes.
2. The training aims to:
 - a. train the ALS implementers on how to deliver ICT literacy;
 - b. equip ALS implementers on the use of software in the DCP for teaching and learning;
 - c. train the ALS implementers in their various roles in supporting DepEd Information Systems; and
 - d. conduct baseline study on ICT literacy of ALS implementers.
3. The following enclosures are found in this Memorandum:
 - Enclosure No. 1 – Training Matrix and List of Trainers/Facilitators
 - Enclosure No. 2 – Technical Working Group
4. An orientation meeting of Facilitators/ Teacher Demonstrators and committee conference will be held on **January 20, 2017, 1:00 P.M.** at Division ALS Office.
5. The participants to this training are the District ALS Coordinators & Mobile Teachers.
6. No registration Fee will be collected to the participants since funds will be charged against 2016 Abot Alam Funds subject to the usual accounting and auditing rules and regulations.
7. Wide dissemination of this Memorandum is earnestly desired.

Incl. as stated:

To be included in the Perpetual Index
Under the following subjects:

ACTIVITIES · CONFERENCE


TRAINING PROGRAMS/PROJECTS

REPORTS ALS


**Division Enhancement Training for ALS Implementers on ALS Learning Strands 1 & 2
Training Matrix
January 23-25, 2017**

Time	Day 1		Day 2		Day 3	
	Arrival/settling in/breakfast		Breakfast M O L		Breakfast M O L	
6:00 – 7:30						
7:30 – 8:00						
8:00 – 8:30	Opening Program		..continuation..		Activity – Based Training (ICT Integration)	
8:30 – 9:30	Introduction/Expectation Settings		MS Excel 2013/2016 Features			
9:30 – 10:00			MS One Note Features		Workshop	
10:00 – 11:00	ICT4E Overview		MS Publisher Workshop			
11:00 – 12:00						
12:00 – 1:00	Lunch Break		Lunch Break			
1:00 – 2:00	Orientation to Microsoft Educators Network				Basic Trouble Shooting	
2:00 – 3:00	• Introduction to Windows 10					
3:00 – 4:00	ICT updates (DepED Information Systems)		MS Word 2013/ 2016 Features		Closing Program	
4:00 – 5:00	MS Excel 2013/2016 Features		MS Powerpoint			
5:00 – 6:00	MS One Note Features		2013/2016 Features Workshop		Home Sweet home	
	MS Publisher Workshop					
Officer of the Day	Levy & Mariles		Tess S. & Alon		Melba & Tess B.	

Prepared by:


JANET L. DIPLANO
 Education Program Specialist II – ALS
 Division ALS Coordinator

Noted:


JOSEFA V. LAPE, Ed. D.
 CID, Chief Education Supervisor

Division Enhancement Training for ALS Implementers on ALS Learning Strands 1 & 2

EXECUTIVE COMMITTEE

Socorro V. Dela Rosa, CESO VI
Schools Division Superintendent

Bernie C. Despabiladero
OIC, Asst. Schools Division Superintendent

Josefa V. Zape, Ed. D.
Chief, Education Supervisors
Curriculum Implementation Division

Rufina M. Tabor
Education Program Specialist II – ALS

Jane T. Tuplano
Education Program Specialist II – ALS
Division ALS Coordinator

TECHNICAL WORKING COMMITTEE

Chairman
Facilitators

- Rolly V. Valatero
- Jennifer T. Metica
Jean I. Ong
Jane T. Tuplano

Registration/Attendance-

Alona G. Tio & Sherwyne T. Manlangit

LIST OF PARTICIPANTS

District	Mobile Teachers	District ALS Coordinators
Bagamanoc North	-	Raul V. Villacorta
Bagamanoc South	Rolly V. Valatero	Santos V. Villacorta
Baras North	Teodoro C. Boarao, Jr.	Angelita T. Alcantara
Baras South	Charles T. Perez, Jr.	Floredo T. Vergara, Jr.
Bato East	Jocelyn T. Arrogante	Marilou T. Sarmiento
Bato West	Alona G. Tio	Caroline G. Molina
Caramoran North	Sherwyne T. Manlangit	Florenia Z. Teope
Caramoran South	Mariles V. Besonia	Lea L. Cabrera
Gigmoto	Cesar M. Trasmaño	Tito F. Tutanés
Pandan East	Teresita T. Sanchez	Alma D. Bernardino
Pandan West	-	Vicente S. Comida
Panganiban	Abraham T. De La Cruz	Antonio G. Ceballo
San Andres East	Allan T. Sumalde	Manolito B. Vargas
San Andres West	Levy M. Calingo	Raul Y. Eustaquio
San Miguel North	Melba S. Tevar	Sarlyn B. Malibago
San Miguel South	Marites M. Boseo	Marilou T. Bernal
Viga East	Margie M. Valatero	Erlinda T. Tolin
Viga West	Judy Mae L. De Mesa	Dominic G. Olonan
Virac North	Jeddy T. Tanael	Richard M. Guerrero
	Maria Rita SR. Tablate	
Virac South	Hermes T. Magtagñob	Salvador T. Panti