

ADVISORY No. 201 s. 2024

August 20, 2024

In compliance with DepEd Order (DO) No. 8, s. 2013
This advisory is issued not for endorsement per DO 28, s. 2001,
but only for the information of DepEd Officials,
Personnel/staff, as well as the concerned public

INVITATION TO THE PROGRAM/COURSE DELIVERY AND ADMINISTRATION

The Civil Service Institute invites you to the Program/Course Delivery and Administration via Zoom Platform on August 29-30, 2024 at 8:00a.m – 5:00p.m.

This two-day course will enable Learning and Development Practitioners to deliver and administer the programs/courses from planning to the preparation of terminal reports. This includes activities such as course plans and budgets, organizing resources, coordinating with resource persons and participants, and preparing learning materials; course proper activities such as managing the learning environment, linking modules, and managing resource persons; and post-course activities such as administering evaluation instruments, closing the course and preparing a terminal report.

The target participants are HR practitioners. Registration fees and other information are found in the attached basic communication.

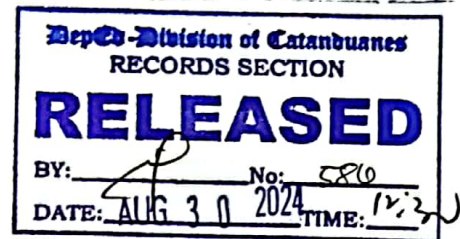
For queries, you may reach them through email address at csc.pcda@gmail.com.

Participation in this activity is on a voluntary basis only.

For information.



Republic of the Philippines
Department of Education
REGION V - BICOL
SCHOOLS DIVISION OFFICE OF CATANDUANES

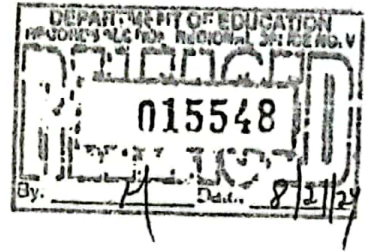


August 28, 2024

- TO :
- Assistant Schools Division Superintendent
 - Chief Education Supervisors
 - Education Program Supervisors
 - Public Schools District Supervisors/In-Charge of Districts
 - Elementary and Secondary School Heads
 - All Others Concerned

For information.

CECILE C. FERRO, CESO VI
Assistant Schools Division Superintendent
OIC, Office of the Schools Division Superintendent



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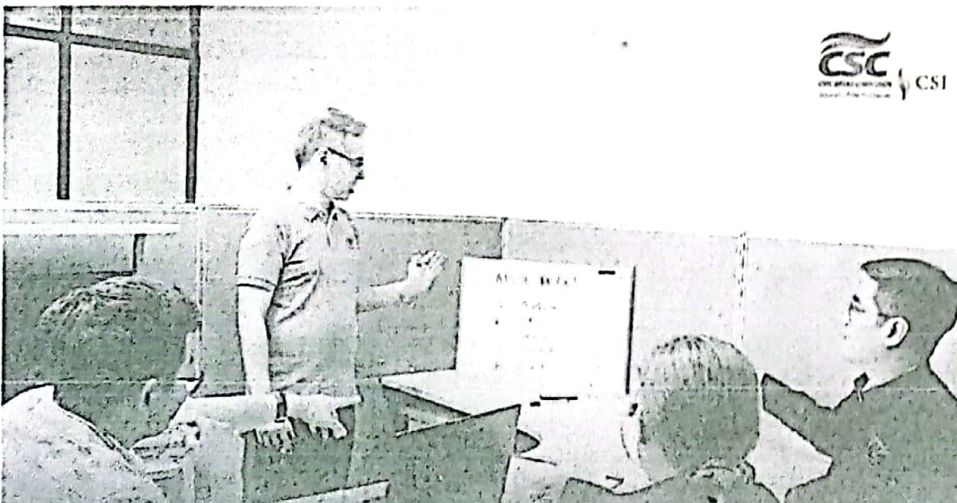
HRDD/rtb/mvt
08/20/2024

SGOD OFFICE
RECEIVED
Date: 8/22/24
Time: 11:40 *[Signature]*

DEPED V BICOL REGION

DEPARTMENT OF EDUCATION
RE: ADM SECTION, REGIONAL OFFICE NO. V
AUG 16 2024
BY: [Signature] TIME: [Signature]

From: CSI Marketing <csi.marketing@csc.gov.ph>
Sent: Friday, August 16, 2024 2:15 PM
Subject: [INVITATION] Program/Course Delivery and Administration on 29-30 August 2024

PROGRAM/COURSE DELIVERY AND ADMINISTRATION

- 29-30 August 2024
8:00 am to 5:00 pm
- Online via Zoom
- PHP 3,200.00 per participant
- 16 Hours of Training Credits

CONNECT WITH US

Civil Service Institute - CSC | ims@csc.gov.ph | edcapabilitybuildingprograms@gmail.com

EDCAPABILITY BUILDING PROGRAM

PROGRAM/COURSE DELIVERY AND ADMINISTRATION

This two-day course will enable Learning and Development Practitioners to ***deliver and administer the programs/courses from planning to the preparation of terminal reports.***

This includes pre-course activities such as course plans and budgets, organizing resources, coordinating with resource persons and participants and preparing learning materials; course proper activities such as managing the learning environment, linking modules and managing resource persons; and post course activities such as administering evaluation instruments, closing the course and preparing a terminal report.



Dates of conduct: 29 & 30 August 2024

Time: 8 a.m. - 5 p.m.

Mode: Online via Zoom platform

Investment Fee: Php3,200.00

Target Participants: HR Practitioners from NGAs, LGUs, LWDs, GOCCs, and SUCs

16

Hours of Training
Credits

Or email us at: csc.pcda@gmail.com

SEE YOU THERE!

Civil Service Institute - CSC • lms@csc.gov.ph • csccapabilitybuildingprograms@gmail.com

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