Republic of the Philippines
Department of Education
Region VI – Western Visayas
DIVISION OF AKLAN
Arch. G.M. Reyes Street, Kalibo, Aklan

July 6, 2018

DIVISION MEMORANDUM
No. 195, s. 2018

DIVISION WORKSHOP ON THE DEVELOPMENT AND PRODUCTION OF QUALITY-ASSURED OFFLINE DIGITAL RESOURCES (PHASE 3)

To: **Education Program Supervisors/Coordinators**
Public Schools District Supervisors/Principals in-Charge of the District/
Head Teacher In-Charge of the District
Heads of Public Elementary, Secondary and Integrated Schools
All Others Concerned

1. This is to inform the field that there will be a **Division Workshop on the Development and Production of Quality-Assured Offline Digital Resources (Phase 3)** on **August 30-September 1, 2018.** The specific venue will be announced later.

2. This activity aims to equip supervisors and teachers with the necessary knowledge, skills and attitudes on the development and production of offline digital resources for learners and teachers. At the end of the training, each participant is expected to submit at least one completed offline digital resource.

3. Participants for the said workshop will be **(1) District LR Coordinator, (1) District ICT Coordinator**, and **(3) Elementary/High School Teachers. "NO DISRUPTION OF CLASSES" POLICY SHALL BE STRICTLY OBSERVED.**

4. Each participant must bring the following:
   a. Android mobile phone with camera and charger;
   b. Curriculum guide of his/her learning area; and
   c. Internet connectivity device.

5. Training expenses of participants shall be charged against division INSET/HRTD funds. Travel expenses of participants may be charged against local funds, subject to the usual accounting and auditing rules and regulations.

6. The participants and facilitators will be given service credits/compensatory day off as per DepEd Order 53, s. 2003, Updated Guidelines on the Grant of Service Credits.

7. Immediate and widest dissemination of this Memorandum is desired.

Dr. SALVADOR O. OCHAVO, Jr., CESO VI
Schools Division Superintendent

Enclosures: As stated
Reference:
Allotment: 1- (R.O. s. 12-94)
To be indicated in the Perpetual Index
under the following subjects:
TRAINING PROGRAM WORKSHOP **TEACHING AIDS** **TEACHERS**

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Enclosure No. 1 to Division Memorandum No. 196, s. 2018

DIVISION WORKSHOP ON THE DEVELOPMENT AND PRODUCTION OF QUALITY-ASSURED OFFLINE DIGITAL RESOURCES (PHASE 3)

TRAINING MATRIX

Date: August 30-September 1, 2018

DAY	TIME	ACTIVITY	PRESENTER
DAY 1	7:00 – 8:00	Registration	
	8:00 – 8:30	Opening Program 1. National Anthem 2. Prayer 3. Aklan Hymn	Multimedia Presentation
		4. Welcome Remarks	**Dr. Dobie P. Parohinog** Chief Education Supervisor Curriculum and Implementation Division
		5. Overview of the Workshop Objectives	**Mr. Mahnnie Q. Tolentino** Proj. Development Officer II Division Focal Person - LRMDS
		6. Inspirational Message	**Dr. Salvador O. Ochavo, Jr., CESO VI** Schools Division Superintendent
	8:30 – 9:00	**Presentation:** Introduction and Quality Assurance of Photographic Media under the LRMDS	
	9:00 – 9:15	BREAK	
	9:15 – 10:30	**Presentation:** Professional Photography and Imagery	
	10:30 – 12:00	**Workshop:** Professional Photography and Imagery	
	12:00 – 1:00	LUNCH	
	1:00 – 3:00	**Presentation:** Development of Mobile Photo Storybooks	
	3:00 – 5:00	**Workshop:** Mobile Photo Storybooks Development	
DAY 2	8:00 – 8:30	Management of Learning (MOL)	
	8:30 – 5:00	**Workshop:** Mobile Photo Storybooks Development	
DAY 3	8:00 – 8:30	Management of Learning (MOL)	
	8:30 – 3:00	**Workshop:** Mobile Photo Storybooks Development	
	3:00 – 5:00	Closing Program	