



Republic of the Philippines  
Department of Education  
Region IV-A (CALABARZON)  
DIVISION OF CAVITE  
Trece Martires City



June 23, 2016


**DIVISION MEMORANDUM**

**NO. 083 s. 2016**

**REQUIRED OUTPUTS OF BATCH 12 PARTICIPANTS  
ON THE TRAINING IN SOUTH KOREA**

TO: Assistant Schools Division Superintendent  
OIC - Assistant Schools Division Superintendent  
CID Chief  
Education Program Supervisors  
Public Schools District Supervisors  
Elementary and Secondary School Heads

1. ICT Training for Philippine Teachers held at Jeonju City, Jeollabuk-do, South Korea last May 23 – June 3, 2016, enabled the trainees to enhance their skills in terms of technology integration in education.
2. In this regard, all trainees are expected to produce an output to be able to share the knowledge they gained from the training. As per agreement, the following should be strictly observed:
  - a. All school heads who attended should conduct an INSET to transfer the detailed lectures and hands-on exercises to their teachers;
  - b. All teachers who attended are required to produce instructional materials utilizing the animation features of MS PowerPoint/Prezi and compile them to be able to create an Ebook using Namo Author.
  - c. Trainees are likewise expected to coordinate with PDO of Learning Resource, Mr. Jonathan Jimenez for the content of each material.
  - d. Created Ebooks and instructional materials will be evaluated and pre-tested first prior to the uploading to Learning Resource Portal.
3. For immediate dissemination to all concerned.

  
**CHERRYLOU D. DE MESA**  
OIC, Schools Division Superintendent