



RECEIVED
FEB 14 2018

DEPED-CAR Time:

RECEIVED
FEB 14 2018
DepED DIVISION OF BAGUIO CITY

Proposal for
Department of Education
CAR

December 19, 2017



Republic of the Philippines
Department of Education
Cordillera Administrative Region
Wangal, La Trinidad, Benguet



February 13, 2018

TO: SCHOOLS DIVISION SUPERINTENDENTS
ALL DIVISIONS

For your information and dissemination.

MAY B. ECLAR Ph.D., CESO V
Officer-In-Charge
Office of the Regional Director

To: All School Administrators, Principals & Teachers, In-Charge
(Elementary & Secondary)

FOR YOUR INFORMATION & APPROPRIATE ACTION

FEDERICO P. MARTIN, Ed.D, CESO VI
Schools Division Superintendent

December 19, 2017

May B. Eclar
CAR OIC
Department of Education
Wangal, La Trinidad
Benguet

Dear Ms. Eclar:

Greetings!

In an ever-increasing competitive society, ensuring that teachers continue to be competent is relevant to their profession. As John Dewey said, "If we teach today's students as we taught yesterday's, we rob them of tomorrow." It clearly says that learning is an ongoing process and continues throughout one's professional career.

As Swiss IT Academy Inc. shares with the Department of Education's (DepEd) goal for a lifelong learning for teachers, we would like to take part in your program for retooling teachers with the current strategy or approach in the delivery of lessons using technology. This is following **Republic Act 10912** that mandates and strengthens the **Continuing Professional Development (CPD)** program. It is our privilege to work with DepEd by endorsing Swiss IT Academy to public and private schools. According to a survey, exposure to educational ICT through curriculum integration has an important impact not only on the teachers, but also on the students' achievement in terms of knowledge, comprehension, and practical application to different subjects.

Also, Swiss IT Academy Inc. is affiliated to PRC with **CPD Training Provider No. 2017-106**, TESDA, and Microsoft Philippines as a licensed testing center.

These ICT integration programs can benefit teachers through the following:

- Maintaining a ratio of 1:1 in terms of participant and computer usage
- Enhancing teachers' current knowledge
- Improving their teaching methods
- Allowing teachers to earn points for CPD
- Augmenting students' technology related studies
- Helping institution to stand out as an innovative curriculum provider

It is our pleasure to discuss our programs with you at your most convenient time.

If you have questions or inquiries, please feel free to contact us at +63 909 7747, +63 939-713-8482, or allanb.salanguste@swissitacademy.com.

Thank you.

Sincerely yours,


Hernando P. Cortes Jr.
Asst. Managing Director

COMPANY PROFILE



SWISS I.T. ACADEMY INC. is an I.T. Training Center which offers professional development programs. It is registered in the Securities and Exchange Commission and affiliated to PRC with CPD Training Provider No. 2017-106, TESDA, and Microsoft Philippines as a licensed testing center. Its

goal is to formulate software expertise and information technology training as the main tool to provide competent and sustainable I.T. practitioners.

Swiss IT Academy Inc. integrates training as a tool in response to the changing needs in technology. Its technical expertise makes it possible to develop a wide range of professional software products and services to meet the requirements and standards of clients from different industries. It takes pride in its IT-focused short courses that are practiced and applied by various industries around the world. As its dedicated team of licensed professionals is specialized in delivering updated data, trends, and practices in the field of Information Technology, it is certain that the programs are up-to-date and designed to take on the challenges presented by progressive technology and business practices. Guaranteed to equip individuals with employable skills or to improve themselves personally and professionally.

THE MOTHER COMPANY



EGS (Enggist & Grandjean Software) was established in January 1989 by Swiss engineers Marc Enggist and Sandro Grandjean. It is represented in the Philippines by CalcMenu Philippines, Inc. By combining technology with culinary expertise, EGS develops intelligent software and Web solutions such as recipe management and inventory control systems for foodservice professionals. It has earned the recognition of international culinary and hospitality institutions as one of the world leaders in foodservice software development. EGS is continuously developing new and innovative features for its applications for the foodservice industry and has been focusing on web-driven database solutions since 1997, and has successfully completed numerous award-winning interactive websites and software programs. Recipes have been a tested and proven marketing vehicle for food-related

companies. With over 28 years of experience in developing applications for the foodservice industry, it offers high quality professional solutions for all our clients.

Mission

Guided by its vision, Swiss IT Academy seeks to provide high quality technical education through delivery of innovative learning system. It dedicates itself in generating technical knowledge that cultivates discipline, motivation, compassion, and hard work. The institution constantly strives to produce highly-competitive individuals that are committed to using their skills for a good cause.

Vision

Swiss IT Academy envisions to be an institution which is globally-recognized leader in providing quality technical education and producing competent graduates in pursuit of knowledge for technological advancement and society development, in the context of making the world a better place to live.

OUR PROGRAMS



Microsoft Office Specialist Training- Workshop with International Certification (for Word 2016, PowerPoint 2016 and Excel 2016)

This refresher course covers the basic to advanced Microsoft Word 2016, Microsoft PowerPoint 2016, and Microsoft Excel 2016. It can enhance individuals' current knowledge of Microsoft applications. This training may also be beneficial in enhancing work-force productivity, improving school documents for students, and advancing in making presentations. The training covers the implementation of MS Word, MS Power Point, and MS Excel in a live project-based simulation through an installed application and system-generated review materials.

Training Duration: 3-day Training plus 1-day Assessment

Benefits of Microsoft Office Specialist Certification:

- Augmenting students' technology-related studies
- Providing students with recognized credential internationally
- Making students more competitive in the labor market
- Giving students the chance to represent their schools and country in the MOS World Championship
- Allowing teachers to earn points for Continuing Professional Development (CPD)
- Helping institutions to stand out as an innovative curriculum provider
- Giving schools a business edge over its competitors
- Providing schools with additional earning potential

ICT Integration through Visual Graphics Design

(Using Adobe Photoshop, InDesign and Illustrator)



This course is designed for students and professionals who have basic knowledge and skills in the field of designing, to enhance their current knowledge which eventually leads to Visual Graphic Design National Assessment III. The goal is to design and deliver effective, engaging, and professional portfolio by utilizing the industry-standard Adobe products.

Training Duration: 6 – day Training

ICT Integration through Interactive PDF



This is a refresher course which covers the basic to advanced Adobe InDesign. In this course, students will learn all about building and designing Interactive PDFs. Be equipped with a working knowledge of industry standards. It can let you turn the most boring documents into beautifully designed portfolio. In the same way, you can produce presentation that is interactive, captivating, and informative.

The training is more on implementation of Adobe InDesign and Adobe Acrobat in a live project-based simulation.

Training Duration: 6 – day training

Digital Imaging Using Photoshop



The course provides a comprehensive basic knowledge of the industry's most flexible photo editing and manipulation software. Students will explore both the technical aspects of image manipulation, as well as the artistic aspects of creating images. They will become familiar with Photoshop through watching demonstrations, completing structured assignments, and open-ended assignments and projects.

Training Duration: 6 – day training

Photoshop for Web



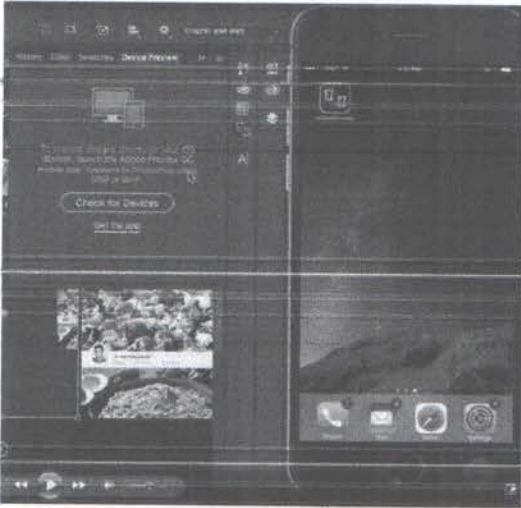
This course is designed to equip teachers, trainers, and professionals with the knowledge and skills to quickly and easily create images for the Web, HTML email, and mobile use. This is intended for web and email marketing professionals who need to create interesting and varied graphics to add visual impact to marketing campaigns.

This course covers file formats, image optimization, and creating effective web graphics with impact utilizing the industry standard Adobe

Photoshop program.

Training Duration: 6 – day training

Web Design – HTML 5 with Microsoft Technology Associate Certification



This is intended for web and email marketing professionals who need to create interesting and varied graphics to add visual impact to marketing campaigns.

This course covers file formats, image optimization, and creating effective web graphics with impact utilizing the industry standard Adobe Photoshop program which leads to Microsoft Office Specialist Certification (98-375).

Training Duration: 6 – day training

OTHER COURSES

Web Development



A company that lacks a website cannot last in an ever-competitive business environment. That is why social awareness is an integral part of any marketing campaign. A good website can increase awareness and sales that makes our Web Development course the best to train skills in cost effective web development.

In a short period of time, we can train individuals to efficiently create websites using the latest applications standard for many companies worldwide. Expert web developers are constantly in demand as many startup companies establish websites that help boost their presence against competitors.

Database Administration (SQL Server)

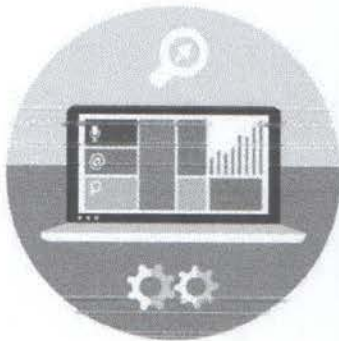


As companies strive for better documentation of transactions and records, database administration has become an integral part of the business structure.

Our Database Administration program ensures the highest quality and industry specific learning experience designed to focus more on what companies need with a ready and up-to-date curriculum designated for optimum security and reliability.

Training Duration: 16 – day Training

Software Quality Assurance



Businesses with software applications will need people to test it. That is why, we have developed a short course that fits the needs of software development industries.

Our Software Quality Assurance short course is intended to equip you with skills for various software designs and functions for different companies.

Training Duration: 16 – day Training

Network Administration



www.swissit.academy.com 676-883799

If a challenging career is what you are looking for, then our Network Administration curriculum is what best fit your needs. Take control of various approaches for network administration with methodologies practiced by various industries locally and internationally. Make your career with our Network Administration program.

Ensure absolute connectivity round the clock. Take on the challenge of establishing, maintaining, and troubleshooting network infrastructure for various types of industry.

Microsoft Technology Associate Certification



The MTA examination also has multiple IT disciplines that BS in Information Technology, BS in Computer Science, and BS in Computer Engineering may take. Listed in the table below are the common courses and their corresponding MTA Certification.

Training Duration: 1-day Certification process

TESDA ACCREDITED PROGRAMS

Visual Graphic Design NCIII



Creative? Artistic? We believe in unlocking the potential through focused technical training and development of aesthetic learning.

Our Visual Graphics Design is a TESDA accredited short course that is devised to the standards of the industry's requirements, applicable for both print and electronic presentations.

Training Duration: 61 – day Training and 1 day National Assessment

Contact Center Services NCII



With an interactive training environment, Swiss IT Academy Inc. prepares you to become the best in handling different customers for BPO industry in the country.

Experience a different approach to call center training with Swiss IT Academy Inc. Communication is key to success in the Contact Center career path, enroll and find out what more you can do.

Training Duration: 18 – day Training

TRAINING FEES

ICT Training Programs	Number of Days	Number of Hours	Amount
ICT Integration to K-12 Lesson Planning through Microsoft Office Specialist Training Workshop and International Certification.	4	32	4,000.00
ICT Integration through Visual Graphics design	6	48	5,500.00
ICT Integration through Interactive PDF	6	48	5,500.00
Digital Imaging using PS	6	48	5,500.00
Photoshop for the Web	6	48	5,500.00
Web Design - HTML5 with MTA Certification	6	48	7,500.00

Payment Terms: 50% Advance payment (5 days before the training schedule)
 50% On or before the last day of training
 Check payment payable to **SWISS IT ACADEMY INC.**