



Republic of the Philippines
Department of Education
 CORDILLERA ADMINISTRATIVE REGION
 SCHOOLS DIVISION OF BAGUIO CITY

DEPED DIVISION OFFICE
 BAGUIO CITY
 JUN 04 2020
 RELEASED

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June 3, 2020

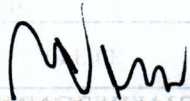
SDO PERSONNEL UPSKILLING ON THE USE OF TECHNOLOGY FOR SUCCESSFUL DATA MANAGEMENT

TO: SDO PROPER PERSONNEL

1. In line with the current situation and as we transition into to the new normal, this office announces the conduct of the SDO Personnel Upskilling on the Use of Technology for Successful Data Management on June 8, 2020 at 8:00 in the morning via teleconferencing.
2. The activity aims to upskill the male and female SDO personnel on the use of technology especially during this period and to develop positivity among the personnel while on alternative work arrangements.
3. The participants to this activity are the Schools Division Office personnel.
4. Matrix:

Time/Session	Activity/Session	Focal Person/Speaker
8:00-8:30	Registration	Training Team
8:30-8:50	MOL Checking of Attendance Message	Airah Naron SDS Marie Carolyn B. Verano
8:51-9:00	Presentation of Objectives	Asuncion C. Saguid
9:01-9:30	Guidelines for Alternative Work Arrangements	Nieves Ebanio
9:31-10:00	Data Privacy Act	Atty. Annette Doyaoen
9:45-10:30	Google Apps and Webinar Etiquettes	Asuncion C. Saguid
10:30-11:30	Proper Use of Technology on Data Management	Harris G. Dizon
11:31-11:45	Q and A	Asuncion C. Saguid/ HarrisG. Dizon
11:45-12:00	Closing Message	ASDS Soraya T. Faculo, PhD

5. Link for this activity/webinar will be sent through the participants' DepEd email accounts.
6. For information, guidance and dissemination.


 MARIE CAROLYN B. VERANO, CESO V
 Schools Division Superintendent