



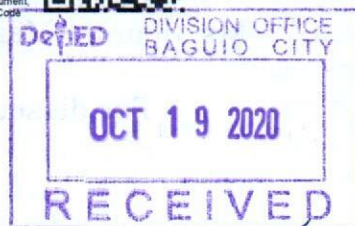
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Republika ng Pilipinas

## Kagawaran ng Edukasyon

Tanggapan ng Pangalawang Kalihim



**OJA MEMO 00-1020-0154**

### MEMORANDUM

14 October 2020

For: **Schools Division Superintendents  
Regional and Division IT Officers  
National DepEd IT Officers Association  
Teachers and Master Teachers  
All Others Concerned**

Subject: **TRAINING WORKSHOP FOR THE  
DEPED-UNICEF OER/EBOOK DEVELOPMENT PROJECT**

The Information and Communications Technology Service (ICTS) through Intelimina Systems, Inc. will conduct training-workshops for the **DepEd-UNICEF OER/eBook Development Project**. The objective of the activity is to **produce eBooks that achieve the Department of Education's Most Essential Learning Competencies (MELCs.)**

There will be two (2) modules for the training-workshops spanning a total of six weeks from October to November 2020 involving up to 100 participants. Attached to this memo is the schedule and additional information about the modules.

The first module will enable participants to evaluate the level of alignment of the Self Learning Modules (SLMs) with the (MELCs) using a rubrics developed for this project. Master Teachers are encouraged to join this module.

The second module will enable participants to convert SLMs that have been evaluated for their alignment to MELCs in the first module into digital format (i.e., eBook) using the Kotobe Reader. Master Teachers and IT teachers are encouraged to join this module.

Based on output, participants will receive incentives.

Interested participants are enjoined to send their intent to participate to the said training workshops **on or before 20 October 2020** by accessing this link: <http://bit.ly/slmtraining>.



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#### Office of the Undersecretary for Administration (OJA)

[Administrative Service (AS), Information and Communications Technology Service (ICTS), Disaster Risk Reduction and Management Service (DRRMS), Bureau of Learner Support Services (BLSS), Baguio Teachers Camp (BTC), Central Security & Safety Office (CSSO)]

Department of Education, Central Office, Meralco Avenue, Pasig City  
Rm 519, Mabini Bldg; Mobile: +639260320762; Tel: (+632) 86337203, (+632) 86376207  
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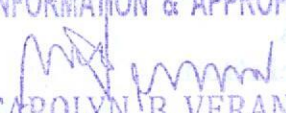
For any clarifications with regard to the training-workshops, please email Ms. Joanna Marasigan at [joanna.marasigan@deped.gov.ph](mailto:joanna.marasigan@deped.gov.ph).

For dissemination and appropriate action.

**ALAIN DEL B. PASCUA**  
Undersecretary



To: All School Administrators, Principals & Teachers In-Charge  
(Elementary & Secondary)  
**FOR YOUR INFORMATION & APPROPRIATE ACTION**

  
**MARIE CAROLYN B. VERANO, CESO V**  
Schools Division Superintendent



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**TRAINING-WORKSHOP FOR THE  
DEPED-UNICEF OER/EBOOK DEVELOPMENT PROJECT**

**Module 1 : Self-Learning Modules Review and Evaluation**

**Objectives of Module 1:**

1. Introduce the concept of Open Education Resource
2. Understand the review tools (rubrics) developed for the project
3. Apply the tools in reviewing their assigned modules

**Target Output:** List of SLMs tightly aligned with MELCs that are ready for conversion into the digital format.

**Week 1: (October 24-28, 2020)**

Plenary and Workshops

<b>Time</b>	<b>Day 1</b>	<b>Day 2</b>	<b>Day 3</b>	<b>Day 4</b>	<b>Day 5</b>
	<b>Plenary</b>	<b>Workshops &amp; Mentoring</b>			
9 – 10 am	Introduction to OER, definitions and advantages	Grade 1 – AP, Arts, EP, health, Math, PE	Grade 2 - Arts, H, M, PE, English	Grade 3 - Arts, Health, Music, PE, Science	Grade 3 - MTB-MLE, EP
10-1130 am	Criteria and Rubric for SLM readiness				
1130 – 12 nn	Creation and subscription to the online forum / communications channel				
2 -5 pm		Grade 2 - AP, EP, Filipino	Grade 2 - MTB	Grade 3 - English, Filipino	Grade 3 - AP, Math

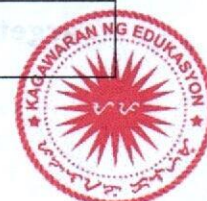
Note:

A Master Teacher (MT) will review 3 SLMs

A session/group is composed of 8MTs

Count of SLMs per subject, per grade level

<b>Subjects</b>	<b>Code</b>	<b>Grade 1</b>	<b>Grade 2</b>	<b>Grade 3</b>	<b>TOTAL</b>
a. Araling Panlipunan	AP	6	8	9	



b. Arts	Arts	4	6	8	18
c. Edukasyon sa Pagpapakatao	EP	5	7	6	18
d. Health	H	3	4	6	13
e. Music	M	4	5	4	13
f. Physical education	PE	3	3	4	10
g. English	Eng		5	12	17
h. Filipino	Fil		7	15	22
i. MTB-MLE	MTB		22	11	33
j. Math	Math			16	16
k. Science	Science			2	2
<b>TOTAL</b>		<b>25</b>	<b>67</b>	<b>93</b>	<b>185</b>

### **Week 2 (October 31- November 3, 2020)**

All Teams/MT's will use this week to finish their assigned SLMs. While no synchronous meeting will be held, an online forum / communications channel will be established to facilitate peer learning. Participants will be able to communicate with mentors via email or chat.

### **Week 3: (November 7- November 10, 2020)**

Plenary - presentation of all outputs, lessons learned and good practice.

<b>Time</b>	<b>Day 1: Plenary</b>	<b>Day 2</b>	<b>Day 3</b>	<b>Day 4</b>
9am – 12 nn	Presentation & Critiquing of Grade 1 SLMs	Presentation & Critiquing of Grade 2 SLMs	Presentation & Critiquing of Grade 3 SLMs	Presentation and Discussion of lessons learned and potential best/good practice to adopt

## **Module 2 : eBook Development Training-Workshop**

### **Objectives of Module 2:**

1. Introduce the Design Principles and E-book Creation
2. Introduce and use Kotobee Reader

**Target Output:** SLMs converted into eBooks



**Week 4: (November 13-17, 2020)**

Time	Day 1	Day 2	Day 3	Day 4	Day 5
	<b>Plenary</b>	<b>Workshops &amp; Mentoring</b>			
9 – 10 am 10-11 am 11 – 12 nn	Creativity: Creating your Digital Learning Resources  Design Principles and E-book Creation using Kotobee  Designing Instructional Material	Grade 1 – AP, Arts, EP, health, Math, PE	Grade 2 - Arts, H, M, PE, English	Grade 3 - Arts, Health, Music, PE, Science	Grade 3 - MTB-MLE, EP
2 -5 pm		Grade 2 - AP, EP, Filipino	Grade 2 - MTB	Grade 3 - English, Filipino	Grade 3 - AP, Math

**Week 5: (November 20-23, 2020)**

All Teams/MT's will use this week to finish their assignments. While no synchronous meeting will be held, an online forum / communications channel will be established to facilitate peer learning. Participants will be able to communicate with mentors via email or chat.

**Week 6: (November 27-November 30, 2020)**

Plenary - presentation of all outputs, lessons learned and good practice.

Time	Day 1: Plenary	Day 2	Day 3	Day 4
9am – 12 nn	Presentation & Critiquing of Grade 1 e- books	Presentation & Critiquing of Grade 2 e- books	Presentation and Critiquing of Grade 3 e- books	Presentation and Discussion of lessons learned and potential best/good practice to adopt

