



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF NEGROS ORIENTAL

**Office of the Schools Division
Superintendent**

11 DEC 2023

DIVISION MEMORANDUM

No. 877, s. 2023

**DIVISION TRAINING-WORKSHOPS IN THE DEVELOPMENT OF INTERACTIVE LEARNING
RESOURCES SELF-LEARNING MODULES-BASED FOR KEY STAGE 1 CUM QUALITY
ASSURANCE AND VALIDATION IN 9 BATCHES**

To: Assistant Schools Division Superintendent
Chief, CID and SGOD
Division Program Supervisors
Public School Districts Supervisors/Districts-In-Charge
Public Elementary and Secondary School Heads
All Others Concerned

1. This office informs the field of the series of Division Live-in Training-Workshops on the Development of Interactive Learning Resources SLMs-Based for Key Stage 1 Cum Quality Assurance and Validation at South View Hotel, Dumaguete City starting December 18, 2023 to August 9, 2024.
2. This activity aims to:
 - a. Capacitate the participants with the guidelines in developing an Interactive Learning Materials.
 - b. Equipped participants with the software to be used in developing the materials.
 - c. Produce interactive learning materials that can be utilized in the teaching-learning process.
 - d. Quality assured the produced learning materials before uploading to the portal.
3. The participants are required to bring a laptop and an extension wire. For illustrators their laptop should have installed with Adobe Photoshop, Adobe illustrator, adobe animate, and Adobe InDesign.



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4. Meals and accommodation are chargeable against FLO (ADM/ ALS/EIE) Funds while traveling, accommodation and other incidental expenses incurred will be charged against school MOOE/Local funds, all subject to the usual accounting and auditing rules and regulations.
5. Teachers handling classes shall prepare activities and turnover to their school heads to make sure that there will be no disruption of classes.
6. **Services rendered on Saturdays and holidays are entitled to one and a half (1.5) days of COC for non-teaching personnel and one (1) day service credits for teaching personnel per CSC and DBM Joint Circular No. 02, s. 2004 on Non-Monetary remuneration for overtime services rendered upon submission of duly accomplished daily time record (DTR).**
7. Please see attached List of Participants, Training Matrix, and the schedule per batches of the training for guidance.
8. Immediate and wide dissemination of this memorandum is desired.

By Authority of the Schools Division Superintendent:


MARCELO K. PALISPIS, EdD, JD
OIC- Office of the Assistant Schools Division Superintendent
Officer-In-Charge

Enclosure 1: List of Participants

| | NAME OF THE PARTICIPANT | ROLE |
|----|-----------------------------|-------------------|
| 1 | JOSEPHINE SARDAN | ARALING PALIPUNAN |
| 2 | TOMAS RAGLIN PARTOSA | ARALING PALIPUNAN |
| 3 | GLENDA EVANGELIO | ARALING PALIPUNAN |
| 4 | MARICEL CADANO | ARALING PALIPUNAN |
| 5 | LOWIE DEJOS | ARALING PALIPUNAN |
| 6 | LORILYN NUDALO | ENGLISH |
| 7 | AGNES ALMAGRO | ENGLISH |
| 8 | MARILOU SARTE | ENGLISH |
| 9 | SUSAN AUSTERO | ENGLISH |
| 10 | ELVIRA DIONES | ENGLISH |
| 11 | AMALIA SAMSON | FILIPINO |
| 12 | MICHELLE SILOT | FILIPINO |
| 13 | AGRIPINA JABAÑES | FILIPINO |
| 14 | LIZA LUBID | FILIPINO |
| 15 | GENE MARY ACABO | FILIPINO |
| 1 | MYLEEN SEDILLO | ILLUSTRATOR |
| 2 | MICHAEL GUDIO | ILLUSTRATOR |
| 3 | CHRISTIAN EVEN D. SANTILLAN | ILLUSTRATOR |
| 4 | ENRY P. ALAM-ALAM | ILLUSTRATOR |
| 5 | MARIE TONETTE E. LAJOT | ILLUSTRATOR |
| 6 | SHASTINE KREYZ C. TUPAZ | ILLUSTRATOR |
| 7 | FARELL D. GARCIA | ILLUSTRATOR |
| 8 | REYNALD M. MANZANO | ILLUSTRATOR |
| 9 | RAYMUND SANTILLAN | ILLUSTRATOR |
| 10 | FLORIE MAY S. ARAGONES | ILLUSTRATOR |
| 11 | RUREX BON V. CAGAS | ILLUSTRATOR |
| 12 | CLINT NOBLEFRANCA | ILLUSTRATOR |
| 13 | RABBI BALBON | ILLUSTRATOR |
| 14 | FLORENCE ROSE C. FLORENCIO | ILLUSTRATOR |
| 15 | HARA CYMELL B. ACAB | ILLUSTRATOR |
| 16 | NOLAN RYAN R. ALAS-AS | ILLUSTRATOR |
| 17 | RAYMUND G. LULA | ILLUSTRATOR |
| 18 | RAFAEL REX B. FELISIDA | ILLUSTRATOR |
| 19 | SHEMDARWIN S. MEDEZ | ILLUSTRATOR |
| 20 | GENEVA FAYE MENDOZA | ILLUSTRATOR |
| 21 | MARK DAVE VENDIOLA | ILLUSTRATOR |
| 22 | MARK JOVEN CASAL | ILLUSTRATOR |
| 23 | RICHARD T. ELUMBRA | ILLUSTRATOR |
| 24 | NICKJUN ABELLO | ILLUSTRATOR |



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|----|-------------------------|-------------|
| 25 | JOMAR ABORDO | ILLUSTRATOR |
| 26 | AILEEN ROSE DELA CRUZ | ILLUSTRATOR |
| 27 | ROSELA R. ABIERA | LR TEAM |
| 28 | MARICEL S. RASID | LR TEAM |
| 29 | ELMAR L. CABRERA | LR TEAM |
| 30 | TEOFAN GALLOSA | M & E |
| 31 | FE MARIE SABANAL | MAPEH |
| 32 | ZANDRA GRACE C. LIM | MAPEH |
| 33 | BETHEL ANN S. PARCO | MAPEH |
| 34 | JOMAR S. QUIBOT | MAPEH |
| 35 | DANI CRIS ACABAL | MAPEH |
| 36 | MARY ROSE G. ACUPANDA | MAPEH |
| 37 | DIVINE QUEEN H. MAHINAY | MATHEMATICS |
| 38 | MA. ROSELLA TUBIG | MATHEMATICS |
| 39 | LILIBETH OLASIMAN | MATHEMATICS |
| 40 | MARICEL CADANO | MATHEMATICS |
| 41 | MARICAR BULAGAO | MATHEMATICS |
| 42 | MARIBETH V. RODRIGUEZ | MATHEMATICS |
| 43 | JOFEL PAGAYGAY | MATHEMATICS |
| 44 | MELANIE ABRASSADO | SCIENCE |
| 45 | JEMUEL SUN | SCIENCE |
| 46 | FLORIZ BULAY | SCIENCE |
| 47 | MERCY DAGOY | SCIENCE |
| 48 | CRISTITA TINGUBAN | SCIENCE |
| 49 | MA. ELVIE SIENES | SCIENCE |
| 50 | ELISA BAGUIO | SUPERVISOR |
| 51 | ANNA LEE AMORES | SUPERVISOR |
| 52 | ARNOLD JUNGCO | SUPERVISOR |
| 53 | DAN ALAR | SUPERVISOR |
| 54 | RENANTE JUANILLO | SUPERVISOR |
| 55 | CARMELITA ALCALA | SUPERVISOR |

Enclosure 2: Training Matrix

A. The Program Content and Expected Outputs

Batch 1: Dec 18-22, 2023

| Date & Time | TOPIC/ SESSION TITLE | SESSION OBJECTIVES | EXPECTED OUTPUTS | RESOURCE PERSON/ LEARNING FACILITATOR |
|---------------------------------|---|--|---|--|
| 12/18/23 8:00AM- 9:00AM | Registration and Opening Program | To set the mood of the discussion | Opening Program | |
| 9:00AM – 12:00NN | Guidelines in Developing an Interactive Learning Materials | To explain through discussion the different guidelines in the development of interactive learning materials | Well-Oriented Participants with the guidelines of the development of the interactive materials | Rosela R. Abiera |
| 1:00PM – 3:00PM | Game Development Software: LUMI | To discuss and demonstrate the use of LUMI | Well-Oriented Participants with the usage and functionalities of LUMI | Elmar L. Cabrera |
| 3:00PM – 5:00PM | Game Development Software: Construct 3 | To discuss and demonstrate the use of Construct 3 | Well-Oriented Participants with the usage and functionalities of Construct 3 | Elmar L. Cabrera |
| 12/19/23 8:30AM – 12:00NN | Workshop Proper | To identify the different activities found in the module be converted into interactive game | Identified activities to be converted into interactive game for Q1 | Maricel S. Rasid |
| 1:00PM – 5:00PM | | To craft a script out of the identified activities | Crafted the needed script for the interactive game for Q1 | Maricel S. Rasid |

| | | | | |
|---|-----------------|---|--|------------------|
| 12/20/23 8:30AM – 12:00NN 1:00PM – 5:00PM | Workshop Proper | To craft a script out of the identified activities for Q1 | Crafted the needed script for the interactive game for Q1 | Maricel S. Rasid |
| 12/21/23 8:30AM – 12:00NN 1:00PM – 5:00PM | Workshop Proper | To identify the different activities found in the module be converted into interactive game | Identified activities to be converted into interactive game for Q1 | Maricel S. Rasid |
| | | To craft a script out of the identified activities | Crafted the needed script for the interactive game for Q1 | Maricel S. Rasid |
| 12/22/23 8:30AM – 12:00NN 1:00PM – 4:00PM | Workshop Proper | To craft a script out of the identified activities for Q1 | Crafted the needed script for the interactive game for Q1 | Maricel S. Rasid |
| 4:00PM – 5:00PM | Closing | | | |

Batch 2: Jan. 24-27, 2024

| Date & Time | TOPIC/ SESSION TITLE | SESSION OBJECTIVES | EXPECTED OUTPUTS | RESOURCE PERSON/ LEARNING FACILITATOR |
|------------------------------|-------------------------------------|---|--|---|
| 1/24/24 8:00AM- 9:00AM | Registration and Opening Program | To set the mood of the discussion | Opening Program | |
| 9:00AM – 12:00NN | Workshop Proper | To craft a script out of the identified activities for Q1 | Crafted the needed script for the Interactive game for Q1 | Rosela R. Abiera |



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| | | | | |
|---------------------------------------|-----------------|---|---|------------------|
| 1:00PM – 5:00PM | | To develop an Interactive game and other assets needed for Q1 | Interactive games for Q1 | Elmar L. Cabrera |
| 1/25/24 8:30AM – 12:00NN | Workshop Proper | To craft a script out of the identified activities for Q1 | Crafted the needed script for the interactive game for Q1 | Maricel S. Rasid |
| 1:00PM – 5:00PM | | To develop an Interactive game and other assets needed for Q1 | Interactive games for Q1 | Elmar L. Cabrera |
| | | To quality assure the developed interactive material for Q1 | Quality assured interactive material for Q1 | Rosela R. Abiera |
| 1/26/24 8:30AM – 12:00NN | Workshop Proper | To craft a script out of the identified activities for Q1 | Crafted the needed script for the interactive game for Q1 | Maricel S. Rasid |
| 1:00PM – 5:00PM | | To develop an Interactive game and other assets needed for Q1 | Interactive games for Q1 | Elmar L. Cabrera |
| | | To quality assure the developed interactive material for Q1 | Quality assured interactive material for Q1 | Rosela R. Abiera |
| 1/27/24 8:30AM – 12:00NN | Workshop Proper | To craft a script out of the identified activities for Q2 | Crafted the needed script for the interactive game for Q2 | Maricel S. Rasid |
| 1:00PM – 4:00PM | | To develop an Interactive game and other assets needed for Q1 | Interactive games for Q1 | Elmar L. Cabrera |
| | | To quality assure the developed interactive material for Q1 | Quality assured interactive material for Q1 | Rosela R. Abiera |
| 4:00PM – 5:00PM | Closing | | | |



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Batch 3: Feb. 15-17, 2024

| Date & Time | TOPIC/ SESSION TITLE | SESSION OBJECTIVES | EXPECTED OUTPUTS | RESOURCE PERSON/ LEARNING FACILITATOR |
|---|-------------------------------------|--|--|--|
| 2/15/24 8:00AM- 9:00AM | Registration and Opening Program | To set the mood of the discussion | Opening Program | |
| 9:00AM – 12:00NN 1:00PM – 5:00PM | Workshop Proper | To craft a script out of the identified activities for Q3 | Crafted the needed script for the interactive game for Q3 | Rosela R. Abiera |
| | | To develop an Interactive game and other assets needed for Q2 | Interactive games for Q2 | Elmar L. Cabrera |
| 2/16/24 8:30AM – 12:00NN 1:00PM – 5:00PM | Workshop Proper | To craft a script out of the identified activities for Q3 | Crafted the needed script for the interactive game for Q3 | Maricel S. Rasid |
| | | To develop an Interactive game and other assets needed for Q2 | Interactive games for Q2 | Elmar L. Cabrera |
| | | To quality assure the developed interactive material for Q2 | Quality assured interactive material for Q2 | Rosela R. Abiera |
| 2/17/24 8:30AM – 12:00NN 1:00PM – 4:00PM | Workshop Proper | To craft a script out of the identified activities for Q3 | Crafted the needed script for the interactive game for Q3 | Maricel S. Rasid |
| | | To develop an Interactive game and other assets needed for Q2 | Interactive games for Q2 | Elmar L. Cabrera |
| | | To quality assure the developed interactive material for Q2 | Quality assured interactive material for Q2 | Rosela R. Abiera |
| 4:00PM – 5:00 PM | Closing | | | |



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Batch 4: March 21-23, 2024

| Date & Time | TOPIC/ SESSION TITLE | SESSION OBJECTIVES | EXPECTED OUTPUTS | RESOURCE PERSON/ LEARNING FACILITATOR |
|---|-------------------------------------|---|--|--|
| 3/21/24 8:00AM- 9:00AM | Registration and Opening Program | To set the mood of the discussion | Opening Program | |
| 9:00AM – 12:00NN 1:00PM – 5:00PM | Workshop Proper | To craft a script out of the identified activities for Q3 | Crafted the needed script for the interactive game for Q3 | Rosela R. Abiera |
| | | To develop an Interactive game and other assets needed for Q2-Q3 | Interactive games for Q2-Q3 | Elmar L. Cabrera |
| 3/22/24 8:30AM – 12:00NN 1:00PM – 5:00PM | Workshop Proper | To craft a script out of the identified activities for Q3 | Crafted the needed script for the interactive game for Q3 | Maricel S. Rasid |
| | | To develop an Interactive game and other assets needed for Q2-Q3 | Interactive games for Q2-Q3 | Elmar L. Cabrera |
| | | To quality assure the developed interactive material for Q2 | Quality assured interactive material for Q2 | Rosela R. Abiera |
| 3/23/24 8:30AM – 12:00NN 1:00PM – 4:00PM | Workshop Proper | To craft a script out of the identified activities for Q3 | Crafted the needed script for the interactive game for Q3 | Maricel S. Rasid |
| | | To develop an Interactive game and other assets needed for Q2-Q3 | Interactive games for Q2-Q3 | Elmar L. Cabrera |
| | | To quality assure the developed interactive material for Q2-Q3 | Quality assured interactive material for Q2-Q3 | Rosela R. Abiera |
| 4:00PM – 5:00 PM | Closing | | | |



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Batch 5: April 25-27, 2024

| Date & Time | TOPIC/ SESSION TITLE | SESSION OBJECTIVES | EXPECTED OUTPUTS | RESOURCE PERSON/ LEARNING FACILITATOR |
|--|-------------------------------------|---|--|--|
| 4/25/24 8:00AM- 9:00AM | Registration and Opening Program | To set the mood of the discussion | Opening Program | |
| 9:00AM – 12:00NN 1:00PM – 5:00PM | Workshop Proper | To craft a script out of the identified activities for Q3 | Crafted the needed script for the interactive game for Q3 | Rosela R. Abiera |
| | | To develop an Interactive game and other assets needed for Q2-Q3 | Interactive games for Q2-Q3 | Elmar L. Cabrera |
| 4/26/24 8:30AM – 12:00NN 1:00PM – 5:00PM | Workshop Proper | To craft a script out of the identified activities for Q3 | Crafted the needed script for the interactive game for Q3 | Maricel S. Rasid |
| | | To develop an Interactive game and other assets needed for Q2-Q3 | Interactive games for Q2-Q3 | Elmar L. Cabrera |
| | | To quality assure the developed interactive material for Q2-Q3 | Quality assured interactive material for Q2-Q3 | Rosela R. Abiera |
| 4/27/24 8:30AM – 12:00NN 1:00PM – 4:00PM | Workshop Proper | To craft a script out of the identified activities for Q4 | Crafted the needed script for the interactive game for Q4 | Maricel S. Rasid |
| | | To develop an Interactive game and other assets needed for Q2-Q3 | Interactive games for Q2-Q3 | Elmar L. Cabrera |
| | | To quality assure the developed interactive material for Q2-Q3 | Quality assured interactive material for Q2-Q3 | Rosela R. Abiera |
| 4:00PM – 5:00 PM | Closing | | | |



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Batch 6: May 16-18, 2024

| Date & Time | TOPIC/ SESSION TITLE | SESSION OBJECTIVES | EXPECTED OUTPUTS | RESOURCE PERSON/ LEARNING FACILITATOR |
|---|-------------------------------------|--|--|--|
| 5/16/24 8:00AM- 9:00AM | Registration and Opening Program | To set the mood of the discussion | Opening Program | |
| 9:00AM – 12:00NN 1:00PM – 5:00PM | Workshop Proper | To craft a script out of the identified activities for Q4 | Crafted the needed script for the interactive game for Q4 | Rosela R. Abiera |
| | | To develop an Interactive game and other assets needed for Q3 | Interactive games for Q3 | Elmar L. Cabrera |
| 5/17/24 8:30AM – 12:00NN 1:00PM – 5:00PM | Workshop Proper | To craft a script out of the identified activities for Q4 | Crafted the needed script for the interactive game for Q4 | Maricel S. Rasid |
| | | To develop an Interactive game and other assets needed for Q3 | Interactive games for Q3 | Elmar L. Cabrera |
| | | To quality assure the developed interactive material for Q3 | Quality assured interactive material for Q3 | Rosela R. Abiera |
| 5/18/24 8:30AM – 12:00NN 1:00PM – 4:00PM 4:00PM – 5:00 PM | Workshop Proper | To craft a script out of the identified activities for Q4 | Crafted the needed script for the interactive game for Q4 | Maricel S. Rasid |
| | | To develop an Interactive game and other assets needed for Q3 | Interactive games for Q3 | Elmar L. Cabrera |
| | | To quality assure the developed interactive material for Q3 | Quality assured interactive material for Q3 | Rosela R. Abiera |
| | | Closing | | |



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Batch 7: June 24-28, 2024

| Date & Time | TOPIC/ SESSION TITLE | SESSION OBJECTIVES | EXPECTED OUTPUTS | RESOURCE PERSON/ LEARNING FACILITATOR |
|---|-------------------------------------|---|--|--|
| 6/24/24 8:00AM- 9:00AM | Registration and Opening Program | To set the mood of the discussion | Opening Program | |
| 9:00AM – 12:00NN 1:00PM – 5:00PM | Workshop Proper | To craft a script out of the identified activities for Q4 | Crafted the needed script for the interactive game for Q4 | Rosela R. Abiera |
| | | To develop an Interactive game and other assets needed for Q3-Q4 | Interactive games for Q3-Q4 | Elmar L. Cabrera |
| 6/25/24 8:30AM – 12:00NN 1:00PM – 5:00PM | Workshop Proper | To craft a script out of the identified activities for Q4 | Crafted the needed script for the interactive game for Q4 | Maricel S. Rasid |
| | | To develop an Interactive game and other assets needed for Q3-Q4 | Interactive games for Q3-Q4 | Elmar L. Cabrera |
| | | To quality assure the developed interactive material for Q3-Q4 | Quality assured interactive material for Q3-Q4 | Rosela R. Abiera |
| 6/26/24 8:30AM – 12:00NN 1:00PM – 5:00PM | Workshop Proper | To craft a script out of the identified activities for Q4 | Crafted the needed script for the interactive game for Q4 | Maricel S. Rasid |
| | | To develop an Interactive game and other assets needed for Q3-Q4 | Interactive games for Q3-Q4 | Elmar L. Cabrera |
| | | To quality assure the developed interactive material for Q3-Q4 | Quality assured interactive material for Q3-Q4 | Rosela R. Abiera |
| 6/27/24 8:30AM – 12:00NN | Workshop Proper | To craft a script out of the identified activities for Q4 | Crafted the needed script for the interactive game for Q4 | Maricel S. Rasid |



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|-----------------------------|-----------------|--|---|------------------|
| 1:00PM – 5:00PM | | | | |
| | | To develop an Interactive game and other assets needed for Q3-Q4 | Interactive games for Q3-Q4 | Elmar L. Cabrera |
| | | To quality assure the developed interactive material for Q3-Q4 | Quality assured interactive material for Q3-Q4 | Rosela R. Abiera |
| 6/28/24 8:30AM – 12:00NN | Workshop Proper | To craft a script out of the identified activities for Q4 | Crafted the needed script for the interactive game for Q4 | Maricel S. Rasid |
| 1:00PM – 4:00PM | | To develop an Interactive game and other assets needed for Q3-Q4 | Interactive games for Q3-Q4 | Elmar L. Cabrera |
| | | To quality assure the developed interactive material for Q3-Q4 | Quality assured interactive material for Q3-Q4 | Rosela R. Abiera |
| 4:00PM – 5:00 PM | Closing | | | |

Batch 8: July 11-13, 2024

| Date & Time | TOPIC/ SESSION TITLE | SESSION OBJECTIVES | EXPECTED OUTPUTS | RESOURCE PERSON/ LEARNING FACILITATOR |
|---|----------------------------------|---|--------------------------|--|
| 7/11/24 8:00AM-9:00AM | Registration and Opening Program | To set the mood of the discussion | Opening Program | |
| 9:00AM – 12:00NN 1:00PM – 5:00PM | Workshop Proper | To develop an Interactive game and other assets needed for Q4 | Interactive games for Q4 | Elmar L. Cabrera |



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|--------------------------------|-----------------|---|---|------------------|
| 7/12/24 8:30AM – 12:00NN | Workshop Proper | To develop an Interactive game and other assets needed for Q4 | Interactive games for Q4 | Elmar L. Cabrera |
| | | To quality assure the developed interactive material for Q4 | Quality assured interactive material for Q4 | Rosela R. Abiera |
| 1:00PM – 5:00PM | | | | |
| 7/13/24 8:30AM – 12:00NN | Workshop Proper | To develop an Interactive game and other assets needed for Q4 | Interactive games for Q4 | Elmar L. Cabrera |
| | | To quality assure the developed interactive material for Q4 | Quality assured interactive material for Q4 | Rosela R. Abiera |
| 1:00PM – 4:00PM | | | | |
| 4:00PM – 5:00 PM | Closing | | | |

Batch 9: Aug. 8-9, 2024

| Date & Time | TOPIC/ SESSION TITLE | SESSION OBJECTIVES | EXPECTED OUTPUTS | RESOURCE PERSON/ LEARNING FACILITATOR |
|-------------------------------|-------------------------------------|--|---|---|
| 8/8/24 8:00AM- 9:00AM | Registration and Opening Program | To set the mood of the discussion | Opening Program | |
| 9:00AM – 12:00NN | Workshop Proper | To develop an Interactive game and other assets needed for Q4 | Interactive games for Q4 | Elmar L. Cabrera |
| 1:00PM – 5:00PM | | | | |
| 8/9/24 8:30AM – 12:00NN | Workshop Proper | To develop an Interactive game and other assets needed for Q4 | Interactive games for Q4 | Elmar L. Cabrera |
| | | To quality assure the developed interactive material for Q4 | Quality assured interactive material for Q4 | Rosela R. Abiera |
| 4:00PM – 5:00 PM | Closing | | | |



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