



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VII, Central Visayas

SCHOOLS DIVISION OF NEGROS ORIENTAL
Office of the Curriculum and Implementation Division
Capitol Area, Dumaguete City

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Division Memorandum
February 14, 2018

Schedule of Administration of TIMSS 2019 Field Trial

To : Mr. Gil P. Martinez
Teacher In-Charge
Bigaa Elementary School
La Libertad District 1

Through : Mr. Peter Lajato
PSDS, La Libertad District

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Please be informed that the schedule of the administration of the **TIMSS 2019 Field Trial** for select Grade 4 of Bigaa Elementary School is on February 27, 2018, Tuesday as per attached letter sent by Dr. Nelia V. Benito, Director IV of the Bureau of Education Assessment.

Enclosed also is the Proposed Timing for the Administration of TIMSS 2019 Field Trial.

Under the close supervision of the PSDS, the School Head must see to it that the target participants must be around during the field trial and classrooms are made ready for this purpose.

For compliance.

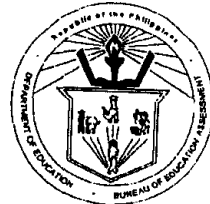

Mr. SALUSTIANO T. JIMENEZ, CESO VI
OIC-Assistant Regional Director
Concurrent Schools Division Superintendent

14 FEB 2018
26



DR. CALUMPANA/ DR. PICARDA

Republic of the Philippines
Department of Education
Curriculum and Instruction Strand
Bureau of Education Assessment
2nd Floor, Bonifacio Bldg., DepEd Complex, Meralco Avenue, Pasig City



January 24, 2018

SALUSTIANO T. JIMENEZ
Schools Division Superintendent
Division of Negros Oriental

7-354
DATE: _____
TIME: 1-3 FEB 2018
BY: _____
RECORD SECTION

Attention: **Division Testing Coordinator**

Dear Supt. **Jimenez**:

Greetings!

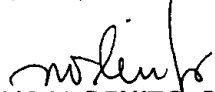
Please be informed that the administration of **TIMSS 2019 Field Trial** for select Grade 4 students in your Division is scheduled on **February 26 – March 2, 2018**. The itinerary of the field trial is listed below:

Date	Activity	Sampled School
February 27, 2018 (Tuesday)	Administration of the following TIMSS 2019 Field Test Instruments: 1. TIMSS 2019 Achievement Booklet 2. Context Questionnaire a. Student Questionnaire b. Home Questionnaire c. Teacher Questionnaire d. School Questionnaire	Big-a ES

In this regard, we are sending our staff, **Ms.Armida Celeste** to deliver and retrieve the TIMSS 2019 Field Test Instruments and monitor and supervise the conduct of the field trial in the sampled school in your Division. Any kind assistance given to her will be highly appreciated.

Thank you for your continued support and cooperation in this international endeavor.

Very truly yours,


NELIA V. BENITO, Ph.D., CESO IV
Director IV

Proposed Timing for the Administration of TIMSS 2019 Field Trial

February 19-March 2, 2018

Activity	Time Allotment	Suggested Schedule
A. Preparation for the Test Administration Session		
Arrival at the school site	1 hour before the assessment session starts	6:10 am – 7:10 am
Wrap-up meeting with NQCMs, DTC, SC and TAs	30 minutes (approximately)	7:10 am – 7:40 am
Check physical arrangement and appropriate labels in the Testing Room		
B. Test Administration Session		
Distribution of Achievement Test Booklet (Part I)	10 minutes (approximately)	7:40 am – 7:50 am
Reading of Administration Script/General Instructions		
Practice questions	10 minutes (approximately)	7:50 am – 8:00 am
Achievement Test Booklet -- Part 1	36 minutes (exactly)	8:00 am – 8:36 am
Break	5 minutes (approximately)	8:36 am – 8:41 am
Distribution of Achievement Test Booklet (Part II)	10 minutes (approximately)	8:41 am – 8:51 am
Reading of Administration Script/General Instructions		
Practice questions	10 minutes (approximately)	8:51 am – 9:01 am
Achievement Test Booklet -- Part II	36 minutes (exactly)	9:01 am – 9:37 am
Break	15 minutes (approximately)	9:37 am – 9:52 am
Distribution of Student Questionnaire	10 minutes (approximately)	10:02 am – 10:12 am
Reading of Administration Script/General Instructions		
Student Questionnaire	30 minutes (approximately)	10:12 am – 10:42 am
Retrieval and Accounting of Test Materials to be endorsed to the DTC and NQCMs	10 minutes (approximately)	10:42 am – 10:52 am
Total Test Administration Session	3 hours and 12 minutes	3 hours and 12 minutes