



Republic of the Philippines
DEPARTMENT OF EDUCATION
 Region VII, Central Visayas
SCHOOLS DIVISION OF NEGROS ORIENTAL
Office of the Schools Governance and Operations Division
 Capitol Area, Dumaguete City

www.depednegor.net negros.oriental@deped.gov.ph (035) 225 6180

February 5, 2018

TRAVEL ORDER
 NO. 134, s. 2018

018.0365
 06-FEB-2018
 86
 SCHOOLS DIVISION

TO : MRS. DAE P. HABALO
 SEPS - Planning & Research

OFFICE : Division of Negros Oriental

PURPOSE : To attend an Invitation to a Collaborative Workshop on Emerging Microsoft Technologies for STEM, Coding, Inclusive Education for SPED and Office Productivity for VisMin Cluster

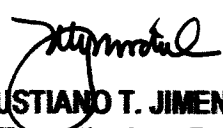
DATE OF TRAVEL : February 8-9, 2018

VENUE/PLACE : Cebu City (specific venue TBA)

ALLOWED/CHARGED TO: (Division MOOE/Local Funds subject to the usual accounting and auditing rules and regulations)

- X** : Food and Accommodation (DepEd ICTS 2018 Funds)
- X** : Travel and other Incidental Expenses (Division MOOE)

Note: For the details of your travel, please see attached communication.

4.  2/6/18
SALUSTIANO T. JIMENEZ, CESO VI
 OIC-Office of the Asst. Regional Director
 Concurrent, Schools Division Superintendent



REPUBLIKA NG PILIPINAS
 REPUBLIC OF THE PHILIPPINES
 KAGAWARAN NG EDUKASYON
 DEPARTMENT OF EDUCATION
REHIYON VII, GITNANG VISAYAS
REGION VII, CENTRAL VISAYAS
 Sudlon, Lahug, Cebu City



FEB 02 2018

REGIONAL MEMORANDUM
 No. 0069, s. 2018

D: 2/2/18

Invitation to a Collaborative Workshop on Emerging Microsoft Technologies for STEM, Coding, Inclusive Education for SPED and Office Productivity for VisMin Cluster



TO : ALL SCHOOLS DIVISION SUPERINTENDENTS
 ALL CONCERNED

1. The Office of the Information and Communications Technology Service is inviting the following Microsoft Education Ambassadors to join the Collaborative Workshop on Emerging Microsoft Technologies for STEM, Coding, Inclusive Education for SPED and Office Productivity for VisMin Cluster:

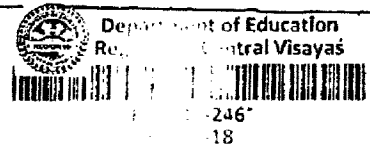
Name	Office	Name	Office
Glenn Hurano	Bohol	Elan Gerra	Cebu Province
Henry Nerizon	Bohol	Jaymar Umbac	Dumaguete
Dinah Florence Talan	Bohol	Dae Habalo	Dumaguete ✓
Glenny Laping	Lapu-lapu	Kim Li Faburada	Dumaguete
Rubilyn Pastrano	Lapu-lapu	Jose Mariñas III	Tagbilaran
Donald Dungog	Lapu-lapu	Leah Aton	Bohol
Felix Baculi	Mandaue	Johnnyline Jagdon	Regional Office

2. The workshop aims to define stakeholders' roles and responsibilities, acquire insights about inclusive education, coding, STEM and teaching with technology, identify topics for ICT LAC activity cards and create ICT LAC activity cards based on the priority topics.
3. It will be a two-day workshop which will be held on February 8-9, 2018 in Cebu City. Specific venue will be announced separately.

4. Food and accommodation are charged to DepEd ICTS 2018 funds, while travel expenses of the participants can be charged to local funds subject to the usual auditing and accounting rules.
5. Ingress is February 7, 2018 (day 0), first meal covered is dinner of day 0. Egress is February 10 (day 3), last meal covered is breakfast Day 3.
6. This activity was supposed to be held last October 26-27, 2017 but was rescheduled to the above-mentioned dates. For those participants who had previously booked their flight going to Cebu prior to the cancellation of the event (last October), please refer to the attached document from ICTS Director, Abram Abanil.
7. Immediate dissemination of this Memorandum is desired.


JULIET A. JERUTA, Ph.D., CESO IV
Regional Director 
Officer-in-Charge

JAJ/CTU/JPJ



Republic of the Philippines
Department of Education
INFORMATION AND COMMUNICATIONS TECHNOLOGY SERVICE
Pasig City, Philippines

MEMORANDUM

For : GEMMA M. LEDESMA, Regional Director, Region VI
JULIET A. JERUTA, Regional Director, Region VII
RAMIR B. UYTICO, Regional Director, Region VIII
ISABELITA M. BORRES, Regional Director, Region IX
ALLAN G. FARNAZO, Regional Director, Region X
ATTY. ALBERT ESCOBARTE, Regional Director, Region XI

Attention: Schools Division Superintendent

From : 
ABRAM Y.C. ABANIL
Director IV

Subject : **INVITATION TO A COLLABORATIVE WORKSHOP ON EMERGING MICROSOFT TECHNOLOGIES FOR STEM, CODING, INCLUSIVE EDUCATION FOR SPED AND OFFICE PRODUCTIVITY FOR VISMIN CLUSTER**

Date : January 23, 2018

Information and Communications Technology Service (ICTS) and Basic Education Sector Transformation (BEST) is collaborating with Microsoft Philippines in the production of ICT LAC activity cards, which focuses on STEM education, coding in different learning areas, Accessibility Tools for Inclusive Education for SPED and Office Productivity for teaching and learning. These activity cards will be uploaded to the Learning Resource Portal after quality assurance.

In this regard, we would like to seek the assistance of the following **Microsoft Education Ambassadors** (*please see attached*) to help us in creating these activity cards. They are invited to attend the 2-day workshop entitled: *Collaborative Workshop on Emerging Microsoft Technologies for STEM, Coding, Inclusive Education for SPED and Office Productivity on February 09 09, 2018 (exclusive of travel time) 08:00 AM-05:00 PM at Cebu City.* We will directly contact the concerned office for the exact venue of the workshop.

This workshop aims to:

1. Define stakeholders roles and responsibilities;
2. Acquire insights about Inclusive Education, Coding, STEM and Teaching with Technology
3. Identify topics for ICT LAC activity cards
4. Create ICT LAC activity cards based on the priority topics

What to bring:

1. Experience
2. Expertise
3. Electronic device (preferably laptop)

Please see the attached workshop overview and design for more details. Food and accomodation are charged to DepEd ICTS 2018 funds, while travel expenses of the participants can be charged to local funds subject to usual auditing and accounting rules.

Ingress is February 07, 2018 (Day 0), first meal covered is dinner of Day 0. Egress is February 10 (Day 3), last meal covered is breakfast Day 3.

This activity was supposed to be held last October 26-27, 2017 but due to unforeseen incident, the event was rescheduled to the above-mentioned dates (*please see attached original memo*). In this regard, for those participants that had previously booked their flight going to Cebu prior to the cancellation of the event may also be allowed to reimburse from the local fund subject to the approval of the local authorities of the school, division, or region.

For inquiries kindly send email confirmation to Elizabeth Urbano at elizabeth.urbano@deped.gov.ph or call 02.633.7264

Thank you very much!

LIST OF PARTICIPANTS, JANUARY 18, 2018

	Name	Organization	Office	Region
	Visayas MEA			
1	Nee Ann Bulan	Deped	Bacolod City	Region 6
2	Paul Quinosa	Deped	Bacolod City	Region 6
3	Charity Tomaro Rosarea	Deped	Bacolod City	Region 6
✓ 4	Glenn Hurano	Deped	Bohol	Region 7
✓ 5	Henry Nerlizon	Deped	Bohol	Region 7
✓ 6	Dinah Florence Talan	Deped	Bohol	Region 7
✓ 7	Glenny Laping	Deped	Lapu Lapu	Region 7
✓ 8	Ruby Pastrano	Deped	Lapu Lapu	Region 7
✓ 9	Donald Dungog	Deped	Lapu Lapu	Region 7
✓ 10	Felix Baculi	Deped	Mandaue	Region 7
✓ 11	Elan Gerra	Deped	Cebu Province	Region 7
✓ 12	Jaymar Umbac	Deped	Dumaguete	Region 7
✓ 13	Dae Habalu	Deped	Dumaguete	Region 7
✓ 14	Kim Li Faburada	Deped	Dumaguete	Region 7
15	Ernani Fernandez Jr.	Deped	Leyte	Region 8
16	Ronel Boholano	Deped	Leyte	Region 8
17	Rose Petronio	Deped	Leyte	Region 8
✓ 18	Jose Marinas III	Deped	Bohol	Region 7
✓ 19	Leah Aton	Deped	Bohol	Region 7
20	Mardy Verano	Private	N/A	N/A
21	Englevert Reyes	Private	N/A	N/A
22	Panny Mojeres	Private	N/A	N/A
23	Michael Abello	Private	N/A	N/A
✓ 24	Johnnyline Jagdon	Deped	Regional Office 7	Region 7
	Mindanao MEA			
25	Cristery Agawin	Deped	Bukidnon	Region 10
26	Jonathan Agawin	Deped	Bukidnon	Region 10
27	Myrna Banabana	Deped	Cagayan De Oro	Region 10
28	Amparo Sanchez	Deped	Cagayan De Oro	Region 10
29	Jade Agang-ang	Deped	Davao City	Region 11
30	Edalyn Olis	Deped	Lanao Del Norte	Region 10
31	Rotsen Escorial	Deped	Lanao Del Norte	Region 10
32	Jecson Oafallas	Deped	Tagum City	Region 11
33	Anacleto Villaceran	Deped	Zamboanga Sibugay	Region 9

Workshop Overview

Activity Title	Collaborative Workshop on Emerging Microsoft Technologies for STEM, Coding, Inclusive Education for SPED and Office Productivity (VisMin Cluster)
Activity Type	Orientation and Training
Duration & Date	2 days February 08-09, 2018 (Thursday-Friday, 8:00AM - 5:00PM)
Venue	Cebu City
Target Participants	Department of Education ICTS, BCD, BLD, BLR, NEAP (18) BEST UIS, LAC and IE (5) Microsoft (3) Microsoft Education Ambassadors (33)
Objectives	At the end of the workshop, the participants will be able to: <ol style="list-style-type: none"> 1. define stakeholders' roles and responsibilities; 2. acquire insights about Inclusive Education, Coding, STEM and Teaching with Technology; 3. identify topics for ICT LAC activity cards; and 4. create ICT LAC activity cards based on the priority topics.
Key Processes & Impacts	<ol style="list-style-type: none"> 1. Learning Action Cell (DepEd) 2. Microsoft Education Ambassadors Program Orientation (Microsoft) 3. Partnership Orientation (BEST) 4. Learning Sessions <ul style="list-style-type: none"> • Inclusion: Quality Education for All Children (BEST) • Showcase of Microsoft Tools for STEM, Coding, Accessibility and Teaching with Technology (Microsoft) • Deep dive on the ICT LAC toolkit 5. Breakout Sessions <ol style="list-style-type: none"> a. STEM b. Coding c. Accessibility Tools for Inclusive Education d. Teaching with Technology: Office Productivity for Teaching & Learning
Expected Outputs	ICT LAC activity cards on the following strands: <ol style="list-style-type: none"> 1. STEM 2. Coding 3. Accessibility Tools for Inclusive Education 4. Teaching with Technology: Office Productivity for Teaching & Learning

Collaborative Workshop on emerging Microsoft Technologies for Inclusive Education, STEM, Coding and Office Productivity for MEA Vis/Min Cluster

February 08-09, 2018, Cebu City

Program of Activities

Time	Activity	Person/s In-Charge
8:30 - 9:00	Arrival of Participants Registration	Microsoft Philippines
9:00 - 9:30	National Anthem Invocation Welcome Remarks GTKY Activity	Department of Education Microsoft Education Ambassadors representatives
9:30 - 10:00	Briefings Learning Action Cell Microsoft Education Ambassadors Program Partnership Strategy	BEST Program Microsoft Philippines BEST Program
10:00 - 11:00	Supporting Inclusive Education through Microsoft Technologies	BEST Program
10:00 - 11:30	Showcase of Microsoft Tools for STEM, Coding, Accessibility and Office Productivity	Microsoft Philippines
11:30 -12:30	Lunch Break	
12:30 -1:00	Icebreaker	Microsoft Education Ambassadors representatives
1:00 - 2:00	Deep dive on ICT LAC Toolkit	Department of Education
2:30 - 2:30	Presentation of LAC Topics Showcase of Luzon Best Outputs	Microsoft Philippines
2:30 - 5:00	Hands on Activity: Creation of Activity Cards Tracks: <ul style="list-style-type: none"> • Inclusive Education • STEM • Coding • Productivity Tools 	BEST Program

	<p><i>Microsoft Education Ambassadors (MEAs) participants will go to their assigned track</i></p> <p><i>DepEd CO, Microsoft & BEST will be the facilitators of each track</i></p>	
5:00-6:30	Continuation of LAC Activity card making (<i>by track</i>)	Microsoft Education Ambassadors (MEAs)
7:00-9:30	Dinner Games	Microsoft Philippines
END OF DAY 1		
7:30 - 8:00	Registration/Attendance	Department of Education
8:00 – 8:15	Day 1 Recap Ice Breaker	Microsoft Education Ambassadors representatives
8:15 – 10:00	Continuation of LAC Activity Cards (<i>by track</i>)	Microsoft Education Ambassadors (MEAs)
10:00 – 11:00	Output Presentation	1 MEA representative per track
11:00 – 11:30	Submission, Collection of Activity Cards and Next Steps	Microsoft Philippines
11:30 – 12:00	<p>Closing Remarks</p> <p>Response from MEA</p> <p>Giving of Certificates</p> <p>Photo Ops</p>	Microsoft Philippines
END OF DAY 2		

Microsoft Education Ambassadors from DepEd

VISAYAS			
1	Nee Ann Bulan	Region VI	Bacolod City
2	Paul Quinosa	Region VI	Bacolod City
3	Dinah Florence Talan	Region VII	Bohol
4	Glenn Hurauo	Region VII	Bulhol
5	Henry Nerizon	Region VII	Bohol
6	Jose Marinas III	Region VII	Bohol
7	Elan Gera	Region VII	Cebu Province
8	Dae Habalo	Region VII	Dumaguete City
9	Jaymar Umbac	Region VII	Dumaguete City
10	Kim Li Faburada	Region VII	Dumaguete City
11	Donald Dungog	Region VII	Lapu-Lapu City
12	Glenny Laping	Region VII	Lapu-Lapu City
13	Ruby Pastrano	Region VII	Lapu-Lapu City
14	Felix Baculi	Region VII	Mandaue City
15	Johnnyline Jagdon	Region VII	Region VII
16	Ernani Fernandez	Region VIII	Leyte
17	Ronel Boholano	Region VIII	Leyte
18	Rose Petronio	Region VIII	Leyte
MINDANAO			
19	Anacleto Villaceran	Region IX	Zamboanga Sibugay
20	Cristery Agawin	Region X	Bukidnon
21	Jonathan Agawin	Region X	Bukidnon
22	Amparo Sanchez	Region X	CDO City
23	Myrna Banabana	Region X	CDO City
24	Edalyn Olis	Region X	Lanao Del Norte
25	Rotsen Escorial	Region X	Lanao Del Norte
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Department of Education
INFORMATION AND COMMUNICATIONS TECHNOLOGY SERVICE
Pasig City, Philippines

MEMORANDUM

For : **GEMMA M. LEDESMA**, Regional Director, Region VI
JULIET A. JERUTA, Regional Director, Region VII
RAMIR B. UYTICO, Regional Director, Region VIII
ISABELITA M. BORRES, Regional Director, Region IX
ALLAN G. FARNAZO, Regional Director, Region X
ATTY ALBERTO T. ESCOBARTE, Regional Director, Region XI

Attention: Schools Division Superintendents of Concerned Divisions

From : 
ENCARNACION T. ESCUADRO
Officer In Charge, Office of the Director IV

Subject : **INVITATION TO A COLLABORATIVE WORKSHOP ON EMERGING MICROSOFT TECHNOLOGIES FOR STEM, CODING, INCLUSIVE EDUCATION AND OFFICE PRODUCTIVITY FOR VISMIN CLUSTER**

Date : **October 23, 2017**

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In this regard, we would like to invite the following Microsoft Education Ambassadors (*please see attached list*) to attend a 2 day workshop entitled: *Collaborative Workshop on Emerging Microsoft Technologies for STEM, Coding, Inclusive Education and Office Productivity on October 26-27, 2017 (exclusive of travel time) 08:30 AM-06:00 PM at Ecotech Center, Lahug, Cebu City.*

This workshop aims to:

1. Define stakeholders roles and responsibilities;
2. Acquire insights about Inclusive Education, Coding, STEM and Teaching with Technology
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Attention: Schools Division Superintendents of Concerned Divisions

From : 
ENCARNACION T. ESCUADRO *
Officer In Charge, Office of the Director IV

Subject : **INVITATION TO A COLLABORATIVE WORKSHOP ON EMERGING MICROSOFT TECHNOLOGIES FOR STEM, CODING, INCLUSIVE EDUCATION AND OFFICE PRODUCTIVITY FOR VISMIN CLUSTER**

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-

What to bring:

- 1. Experience**
- 2. Expertise**
- 3. Electronic device (preferably laptop)**

Please see the attached workshop overview, design and invitation from Microsoft for more details. Food and accomodation is charged to DepEd ICTS DCP 2017 Funds. Ingress is October 25, 2017 (Day 0), first meal covered is dinner of Day 0. Egress is October 28, 2017 (Day 3), last meal covered is breakfast Day 3.

Travel, per diem, and other incidental expenses is charged against local funds subject to usual auditing and accounting rules.

For inquiries please email Elizabeth Urbano at elizabeth.urbano@deped.gov.ph

Thank you very much!

Microsoft Education Ambassadors from DepEd

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