



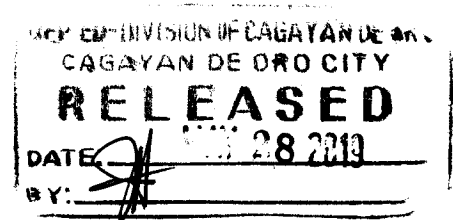
Republic of the Philippines
Department of Education
Region X
CAGAYAN DE ORO CITY DIVISION

Fr. William F. Masterson, S.J. Avenue,
Brgy. Upper Balulang, Cagayan de Oro City, 9000 Philippines



May 27, 2019

Division Memorandum No. 390, s. 2019



GUIDELINES IN THE IMPLEMENTATION OF REAL-TIME SHORT MESSAGE SERVICE (SMS) ENROLLMENT DATA COLLECTION SYSTEM (DCS)

To: All Public Schools District Supervisors
All Public Elementary School Principals and School Heads
All Public Secondary School Principals and School Heads
This Division

Relative to Regional Memorandum No. 286 s. 2019, this office disseminates the guidelines on the implementation of the REAL-TIME SHORT MESSAGE SERVICE (SMS) ENROLLMENT DATA COLLECTION SYSTEM (DCS).

In line with this, all school heads are required to register their school's contact number through this link: <http://bit.ly/2M6gOH5>

This system will be used for the everyday reporting of enrollment data in the school starting June 3, 2019. If the school cannot register before Tuesday, May 28, their report will not be recognized by the system.

Attached are the guidelines and brochure for further instructions in using the SMS DCS.

Immediate and wide dissemination of this memorandum is desired.

JONATHAN S. DELA PEÑA, Ph.D., CESO V
Schools Division Superintendent

To be indicated in the perpetual index
under the following subjects:
ENROLLMENT DATA COLLECTION SYSTEM

jrs/OSDS

Competence. Dedication. Optimism.

Telephone No.: (088) 855-0047 Telefax: (088) 855-0048 Website: depedcdo.com Email: cagayandeoro.city@deped.gov.ph



May 23, 2019

MAY 24 2019
 46:54:58

RELEASED

REGIONAL MEMORANDUM

No. 286, s. 2019

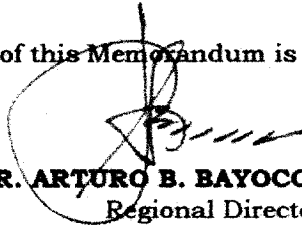
GUIDELINES IN THE IMPLEMENTATION OF REAL-TIME SHORT MESSAGE SERVICE (SMS) ENROLLMENT DATA COLLECTION SYSTEM (DCS)

To: **Schools Division Superintendents**
This Region

1. The Policy Planning and Research Division (PPRD), in partnership with the Information and Communication Technology Unit (ICTU), will collect Real-Time Enrollment Data from each school.
2. Hence, this Office directs all Schools Division Superintendents (SDSs) to cascade the implementation of the SMS-DCS.
3. Further, please submit the following data:

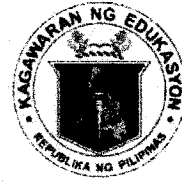
Division	District	School ID	School Name	School Active Contact Number

4. Since time is limited, all reports must be emailed to ralphsimon.mabulay@deped.gov.ph on or before May 28, Tuesday, 5:00 p.m.
5. Attached are the guidelines and brochure that contain the instructions in using the SMS DCS.
6. The Schools Division Offices (SDOs) will conduct an orientation on or before May 29.
7. For more information, please contact Ralph Simon Mabulay at 09054257448.
8. Immediate and wide dissemination of this Memorandum is desired.


DR. ARTURO B. BAYOCOT, CESO V
 Regional Director

CLMD/elson





SMS Data Collection

Implementation: June 3, 2019

Rules and Responsibilities of Schools

1. Prepare one active cellphone (Smart, Globe, etc) with load
2. The cellphone must be within the school premises
3. Sending time (12:00 Noon to 11:59 PM)
4. Provide school contact number and school ID to district supervisor for registration
5. For Integrated school separate cellphone for elem and sec

Rules and Responsibilities PSDS

1. Gather and Submit to Division Office the active school cellphone # and school id to be submitted Tuesday, May 28, 2019
2. Format of submission (Division, District, School ID, school name, contact number)
3. Monitor the status of submission

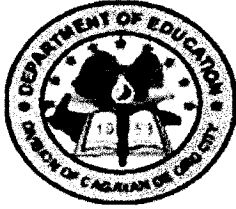
Rules and Responsibilities of the Division Office

1. Cascade Regional Memo with brochure through Division Memo Monday May 27, 2019
2. Consolidate the data and submit to Regional Office by Tuesday Afternoon
3. Prepare SMS receiver phone (Specification: Octa core minimum, Minimum 4G Memory, Storage 64GB Minimum, Android 9.0)
4. 1 SMS receiver phone per 100 school
5. ITO Install SMS Data Collection System App to SGOD and CID
6. ITO to send SMS reminding the process of SMS Data Collection System App (Fri and Sun)
7. SGOD to monitor the status of submission (division level)
8. ITO to provide url/links to SGOD and CID for monitoring purposes
9. ITO to conduct orientation on the monitoring system
10. Links must be available by May 30, 2019

Rules and Responsibilities of the Regional Office

1. Prepare memorandum to be disseminated Monday morning May 27, 2019
2. Prepare brochure for every division to be attached to the memorandum
3. Setup server before May 27
4. Trial on May 30



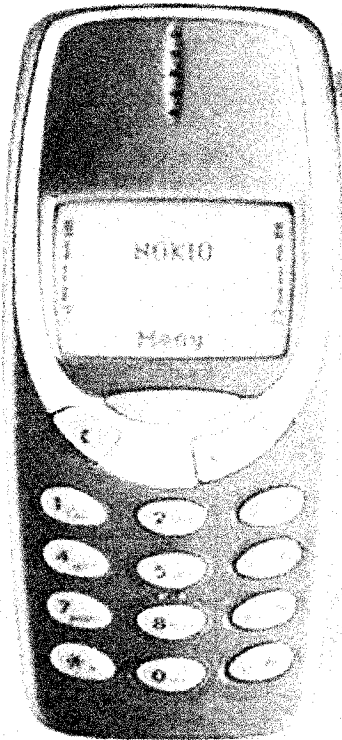


Republic of the Philippines
DEPARTMENT OF EDUCATION
Region X
DIVISION OF CAGAYAN DE ORO CITY
Masterson Avenue, Upper Balulang
Cagayan de Oro City



Submit **ENROLLMENT DATA** with **EASE**

USING



Short Message Service (SMS) Data Collection System (DCS)

Fast

EASY

Cheap

Follow the
format,
separate by
comma.

SEND TO: 0955 068 9535

FOR ELEMENTARY

Text: ENRELEM, CDO, [SCHOOL ID], [Total number of Kinder Male], [Total number of Kinder Female], [Total number of Grade 1 male], [Total number of Grade 1 female], [Total number of Grade 2 male], [Total number of Grade 2 female], [Total number of Grade 3 male], [Total number of Grade 3 female], [Total number of Grade 4 male], [Total number of Grade 4 female], [Total number of Grade 5 male], [Total number of Grade 5 female], [Total number of Grade 6 male], [Total number of Grade 6 female]

Example: ENRELEM, CDO, 128060, 12, 21, 23, 32, 34, 43, 45, 54, 56, 65, 76, 67, 87, 78

FOR SECONDARY

Text: ENRSEC, CDO, [SCHOOL ID], [Total number of Grade 7 Male], [Total number of Grade 7 Female], [Total number of Grade 8 male], [Total number of Grade 8 female], [Total number of Grade 9 male], [Total number of Grade 9 female], [Total number of Grade 10 male], [Total number of Grade 10 female], [Total number of Grade 11 male], [Total number of Grade 11 female], [Total number of Grade 12 male], [Total number of Grade 12 female]

Example: ENRSEC, CDO, 128061, 12, 21, 23, 32, 34, 43, 45, 54, 56, 65, 76, 67