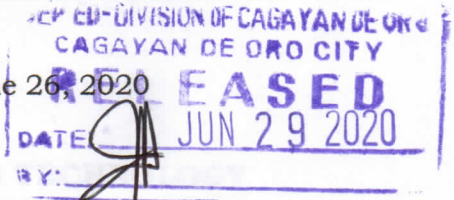




Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY

Office of the Schools Division Superintendent

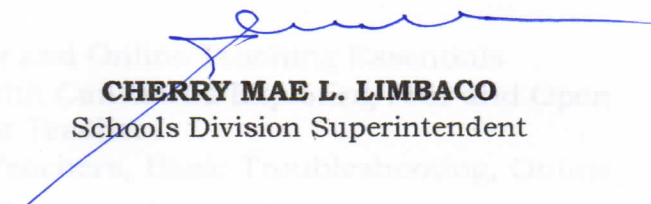
June 26, 2020



Memorandum To

James Roberto Z. Sijo – IT Officer I
Duque A. Caguindangan – Principal III, City Central School
William C. Agomana – Principal I, CDONHS
Jinnefer D. Espina – Principal I, Indahag Elementary School
Marvin Anthony A. Ramos – Head Teacher I, Puntod NHS
Patricio S. Sambaan, Jr. - Teacher III, Macabalan Elementary School
Al Stephen R. Lagumen - Teacher III, Indahag Elementary School
Arlene N. Pasol - Teacher III, Lumbia Central School
Arian M. Edullantes - Teacher II, Gusa Regional Science High School X
Allan H. Guibone - Teacher I, Bugo Central School
Aisa T. Badana - Teacher I, Macabalan National High School

1. In consonance with the Regional Memorandum No. 236, s. 2020, you are hereby directed to join the **Regional Training of Trainers (RTOT) on the Technology Empowerment for Education, Employment, Entrepreneurship, and Economic Development (TECH4ED)** on June 29, 30, July 1, and 2, 2020, 2-4PM via Google Meet.
2. All participants are advised to use a laptop with strong internet connection and get acquainted with the use of google meet. The google meet code will be sent to your official Deped email.
3. For your guidance and compliance.


CHERRY MAE L. LIMBACO
Schools Division Superintendent

OSDS-ICT/jsijo



Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City
Telephone No: (08822)855-0048



Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO

DTS-20-4239
DepED-X
Cagayan de Oro City

JUN 24 2020
3412

RELEASED

Office of the Regional Director

June 19, 2020

REGIONAL MEMORANDUM
No. 236, s. 2020

**REGIONAL TRAINING OF TRAINERS (RTOT) ON THE TECHNOLOGY
EMPOWERMENT FOR EDUCATION, EMPLOYMENT,
ENTREPRENEURSHIP, AND ECONOMIC
DEVELOPMENT (TECH4ED)**

To: Schools Division Superintendents
All Others Concerned

1. The Department of Education (DepEd) Region X is mandated to develop, implement, and sustain ICT-based solutions and services that meet regional requirements toward enhancing the delivery of education services and governance functions.
2. The Department's main thrust is to ensure access to promote equity and continuously improve the quality of basic education in the field, partnership building, and networking with stakeholders of education even during pandemic.
3. In line with the current challenges brought about by the COVID-19 pandemic, the DICT, in partnership with DepEd Region X, will be conducting a webinar aimed at helping teachers in different public schools toward a digital learning setup on June 29, 30, July 1, and 2 via Google Meet.
4. The schedules are as follows:
 - June 29 – Productivity Tools and Online Teaching Essentials
 - June 30 – Graphic Design with Canva and Exploring Free and Open Source Educational Tools for Teachers
 - July 1 – Cybersecurity for Teachers, Basic Troubleshooting, Online Privacy, Safety, and Security
 - July 2 – DepEd Video Conferencing Tools for Teachers Using MS Teams, and FB Workplace
5. Attached are the list of participants and training matrix of the activity.




Address : DepEd Regional Office X, Zone 1, Upper Balulang, Cagayan de Oro City
Telephone Nos.: (088) 856-3932 | (088) 881-3137 | (088) 881-3031
Email Address : region10@deped.gov.ph
Web site : <http://deped10.com>



6. For information, please contact Elson C. Jamero, Information Technology officer I, DepEd Region X, at elson.jamero@deped.gov.ph.

7. For immediate action.


DR. ARTURO B. BAYOCOT, CESO III
Regional Director

ICTU/elson

Attachment No. 1 to Regional Memorandum No. 236, s. 2020

| No. | Division | NAME | Office Assignment | Position |
|-----|-------------|----------------------------------|--|----------------------|
| 1 | Mis. Or. | Freddiejun T. Delig | Division Office | IT Officer I |
| 2 | Mis. Or. | Norman D. Balino | MOGCHS | ICT Coordinator |
| 3 | Mis. Or. | Jonh Rhy L. Molo | Talisayan NHS, Talisayan | ICT Coordinator |
| 4 | Mis. Or. | Maria Danica A. Asequia | MOGCHS | Classroom Teacher |
| 5 | Mis. Or. | Mary Anne D. Ubalde | Villanueva SHS, Villanueva | ICT Coordinator |
| 6 | Mis. Or. | Daisy L. Bangcoyo | Linangkayan ES, Naawan | ICT Coordinator |
| 7 | Mis. Or. | Odessa P. Langala | Opol CS, Opol | ICT Coordinator |
| 8 | Mis. Or. | Marvin E. Ragmac | Matangad ES, Gitagum | School Head |
| 9 | Mis. Or. | Germelindo B. Amatong | Camanga ES, Manticao | Classroom Teacher |
| 10 | Mis. Or. | Mathew A. Valde | Salay CS, Salay | ICT Coordinator |
| 11 | Mis. Or. | Jiovanni Aba | Laguindingan CS, Laguindingan | ICT Coordinator |
| 12 | Mis. Or. | Rlco H. Gallo | Sumalag ES, Kinoguitan | School Head |
| 13 | Mis. Or. | Richelle B. Agocoy | Dampil ES, Lagonglong | Classroom Teacher |
| 14 | Mis. Or. | Virgilio I. Diaz Jr. | DG Sabal MNHS, Claveria I | School Head |
| 15 | Mis. Or. | Richelle Ann S. Aboy | Talusan ES, Balingasag South | Classroom Teacher |
| 16 | Mis. Or. | Richie C. Bacharo | Gumabon ES, Magsaysay II | School Head |
| 17 | Mis. Or. | Erika Kristina C. Mortola | San Martin IS, Villanueva | ICT Coordinator |
| 18 | Mis. Or. | Hazel Joy A. Balaba | Libertad CS, Libertad | ICT Coordinator |
| 19 | Mis. Or. | Rodrigo N. Abe-abe | Bulwa ES, Medina | School Head |
| 20 | Mis. Or. | Mary Jessica T. Collado | Luyong Baybayon ES, Talisayan | School Head |
| 21 | Mis. Or. | Lizcel B. Corcoro | Tagoloan CS, Tagoloan | ICT Coordinator |
| 22 | Mis. Or. | Michael Benedict L. Emperador | Manticao CS, Manticao | ICT Coordinator |
| 23 | Mis. Or. | Fredeswenda A. Labaya | IS Cruz ES, Jasaan | School Head |
| 24 | Mis. Or. | Karl Joseph A. Noriga | Division Office | ICT Staff |
| 25 | Mis. Or. | Florencia B. Anicoy | Damayohan NHS, Magsaysay I | School Head |
| 26 | Mis. Or. | Bob Devaney G. Maestre | Talaba ES, Alubijid | ICT Coordinator |
| 27 | Mis. Or. | Rommel B. Anorico | Lugait CS, Lugait | ICT Coordinator |
| 28 | Mis. Or. | Romy Leonard U. Acenas | Kidampas IS, Sugbongcogon | Classroom Teacher |
| 29 | Iligan City | Cesar D. Bastida | Division Office | ITO |
| 30 | Iligan City | Eugene B. Daguio | Bunawan Agri. NHS | Head Teacher III |
| 31 | Iligan City | Ronillo C. Apas, Sr. | Iligan City National School of Fisheries | School Principal III |
| 32 | Iligan City | Dessa Mae Rebusura | Iligan City Central School | Teacher I |
| 33 | Iligan City | Patrick Jhon B. Doplón | ICENHS-Santiago Annex | Teacher I |
| 34 | Iligan City | Russhe! Jon Macalisang | Abuno NHS | Teacher I |
| 35 | Iligan City | Lorenzo Jugadora | Dalipuga NHS | Teacher III |
| 36 | Iligan City | Laverne Mae Ermac | Doña Josefa MES | Teacher I |
| 37 | Iligan City | Marie Ann P. Sabaduquia | Suarez NHS | Teacher I |
| 38 | Iligan City | Jacquelyn Suzanne A. Escalante | Iligan City National High School | Teacher I |
| 39 | Iligan City | Septis Deloso | Tambo Central School | Teacher I |
| 40 | Mis Occ. | ANNE VALERIE KERSTEINE A. INTONG | DIVISION OFFICE | ITO-I |
| 41 | Mis Occ. | FRENCE NHEL DELORIA | DIVISION OFFICE | TEACHER-I |
| 42 | Mis Occ. | BERYLMAE PADAGAS | CALAMBA CENTRAL SCHOOL | TEACHER-III |
| 43 | Mis Occ. | JYLA ALBURO | SAPANG DALAGA CENTRAL ELEMENTARY SCHOOL | MASTER TEACHER-I |
| 44 | Mis Occ. | AILENE C. BANUELOS | STA. CRUZ ELEMENTARY SCHOOL | TEACHER-III |
| 45 | Mis Occ. | MINNIE C. CASTILLON | BONIFACIO ELEMENTARY SCHOOL | HEAD TEACHER-III |
| 46 | Mis Occ. | MARIETESS M. SANTOS | CALAMBA NATIONAL COMPREHENSIVE HS | HEAD TEACHER-I |
| 47 | Mis Occ. | JOEL C. FRANCO JR. | CALAMBA NATIONAL COMPREHENSIVE HS | TEACHER-II |
| 48 | Mis Occ. | DIOMEYLN SINGIDAS | CALAMBA NATIONAL COMPREHENSIVE HS | TEACHER-II |
| 49 | Mis Occ. | ARCIELE BLACER | JIMENEZ CENTRAL SCHOOL | TEACHER-III |
| 50 | Mis Occ. | KRIS ARANCES | TUDELA NATIONAL COMPREHENSIVE HS | TEACHER-II |
| 51 | El Salvador | Sherrie R. Dungog | ITO - I | ITO - I |
| 52 | El Salvador | Jessica Marie Ramos | School Head | HT - I |
| 53 | El Salvador | Sammy Tres Reyes | School Head | HT - I |
| 54 | El Salvador | Salvador Bendijo | School Head | HT - I |
| 55 | El Salvador | Jovel Labis | School Head | HT - I |
| 56 | El Salvador | Stella Marie B. Acero | ICT Coordinator | T - I |
| 57 | El Salvador | RAYMOND JUDE C. PABOLOLOT | ICT Coordinator | SST - I |
| 58 | El Salvador | JOVIT D. COMON | ICT Coordinator | T - I |
| 59 | El Salvador | NORALIE B. MORALES | ICT Coordinator | T - I |
| 60 | El Salvador | CARMILLE C. VILLEGAS | ICT Coordinator | T - I |
| 61 | El Salvador | Jan Marie B. Acuno | ICT Coordinator | T - I |
| 62 | Ozamiz | Regie A. Catedral | Division Office | IT Officer I |
| 63 | Ozamiz | Rowell C. Villarubia | Misamis Annex IS | ESP-1 |
| 64 | Ozamiz | Eugenio C. Bucog | Baybay Central School | ESP I |
| 65 | Ozamiz | Ramil G. Cabural | Ozamiz City Central School | ESP-I |
| 66 | Ozamiz | Francisco L. Pasco | Juan A. Acapulco ES | MT-II |
| 67 | Ozamiz | Abigail L. Lagus | Labinay National High School | Teacher III |

| | | | | |
|-----|------------|---------------------------------|---------------------------------------|---------------------|
| 68 | Ozamiz | Janna Leanne S. Robles | Montol National High School | Teacher I |
| 69 | Ozamiz | Karen Mae B. Bondaug | Montol National High School | Teacher I |
| 70 | Ozamiz | Rodolfo R. Saligan Jr. | Malabang Integrated School | Teacher I |
| 71 | Ozamiz | Ronald A. Catedral | Tabid National High School | Teacher-II |
| 72 | Ozamiz | Luisander C. Luy | Ozamiz City School of Arts and Trades | Master Teacher II |
| 73 | Ozamiz | Genevive H. Sumondong | Ozamiz City School of Arts and Trades | Master Teacher II |
| 74 | Gingoog | Renel Jay A. Quirit | Division Office | ITO-1 |
| 75 | Gingoog | Sally Sol M. Lañas | GCCNHS | MT-II |
| 76 | Gingoog | Julius B. Baldelovar | GCCNHS | SHS-T II |
| 77 | Gingoog | Eric John N. Brandino | GCCNHS | SHS-T II |
| 78 | Gingoog | Gilda Fe G. Pisaras | Jacinto D. Malimas Sr. NHS | JHS- T III |
| 79 | Gingoog | Lorna A. Cunado | Agay-ayan ES | Elem - MT I |
| 80 | Gingoog | Sherilove M. Aguisan | San Luis NHS | School Principal I |
| 81 | Gingoog | Reuben A. Sual | Murallon IS | School Principal I |
| 82 | Gingoog | Esmeralda M Ciudadano | Pangasihian ES | School Principal I |
| 83 | Gingoog | Teresa B. Barbadillo | Roy Vizcara ES | (SIC)Elem - T III |
| 84 | Gingoog | Irene Vina Mae C. Sasa | Manuel Lugod CS | Elem - T 1 |
| 85 | Bukidnon | ABALDE, VERNA N. | IMBATUG CES | MASTER TEACHER I |
| 86 | Bukidnon | ACHAS, JEMMER V. | MAAMBONG ES | TEACHER I |
| 87 | Bukidnon | ADONES S. ENTE | MARAYMARAY ES | TEACHER I |
| 88 | Bukidnon | BENEDICTO, JOEVIN T. | MARAMAG CES | TEACHER III |
| 89 | Bukidnon | BERIAL, KHIM Y. | OLD DAMULOG ES | TEACHER I |
| 90 | Bukidnon | BRIGOLE, JOAN T.N. | TIGUA ES | HEAD TEACHER I |
| 91 | Bukidnon | CABALLES, IRENE GLAIZA C. | KIBAWA CES | TEACHER I |
| 92 | Bukidnon | CABASAN, RORY B. | KALILANGAN ES | HEAD TEACHER I |
| 93 | Bukidnon | CARPENTERO, ROXANNE S. | BALILA ES | TEACHER I |
| 94 | Bukidnon | CASAMA, ARCHIMEDES M. | SALAWAGAN NHS | TEACHER I |
| 95 | Bukidnon | COMING, EDGARDO M. | SAN MIGUEL ES | TEACHER I |
| 96 | Bukidnon | DIVINAGRACIA, DINO L. | KALILANGAN CES | TEACHER I |
| 97 | Bukidnon | DUMAN-AG, DANIELYN GENON | QUEZON CES | TEACHER III |
| 98 | Bukidnon | ESTOJERO, ABRAHAM Q. | GUTALID ES | HEAD TEACHER III |
| 99 | Bukidnon | EULOGIO, MARVEN, B | BALANGIGAY ES | TEACHER I |
| 100 | Bukidnon | FLORENTINO, JOEY P. | INTAVAS ES | PRINCIPAL I |
| 101 | Bukidnon | FLORES, CHRISTOPHER, G. | SUMILAO ES | PRINCIPAL I |
| 102 | Bukidnon | LOOD, HENRY J. | SAN LUIS ES | PRINCIPAL II |
| 103 | Bukidnon | MACARIO, DARYL RHEY T. | DIVISION OFFICE | IT OFFICER I |
| 104 | Bukidnon | DUMAGPI, MELINDA GRACIA | OLD CABANGLASAN ES | HEAD TEACHER I |
| 105 | Bukidnon | NUNEZ, RICA, G | CANITUAN ES | HEAD TEACHER I |
| 106 | Bukidnon | OCOY, EMELY P. | ALAE CES | TEACHER I |
| 107 | Bukidnon | PEREZ, MICHELE | SAN NICOLAS CES | Teacher III |
| 108 | Bukidnon | QUIMBO, IRENE C. | Kibacania ES | Master Teacher 1 |
| 109 | Bukidnon | SALVADOR, ADRIAN DAVE R. | GANGO ES | TEACHER I |
| 110 | Bukidnon | TAGUPA, JUPITER Y. | MALIPAYON ES | PRINCIPAL I |
| 111 | Bukidnon | TORRES, RAMON VINCENT A. | DIVISION OFFICE | ADMIN ASSISTANT III |
| 112 | Bukidnon | VILLATUNA, OPHELIA JOAN A. | TALAKAG CES | TEACHER I |
| 113 | Cagayan | ALLAN H. GUIBONE | Bugo Central School | TEACHER I |
| 114 | Cagayan | PATRICIO S. SAMBAAN, JR. | Macabalan Elementary School | TEACHER III |
| 115 | Cagayan | AL STEPHEN R. LAGUMEN | Indahag Elementary School | TEACHER III |
| 116 | Cagayan | ARLENE N. PASOL | Lumbia Central School | TEACHER III |
| 117 | Cagayan | ARIAN M. EDULLANTES | Gusa Regional Science High School X | TEACHER II |
| 118 | Cagayan | AISA T. BADANA | Macabalan National High School | TEACHER I |
| 119 | Cagayan | MARVIN ANTHONY A. RAMOS | Puntod National High School | HEAD TEACHER I |
| 120 | Cagayan | WILLIAM C. AGOMANA | Cagayan de Oro National High School | PRINCIPAL I |
| 121 | Cagayan | JINNEFER D. ESPINA | Indahag Elementary School | PRINCIPAL I |
| 122 | Cagayan | DUQUE A. CAGUINDANGAN | City Central School | PRINCIPAL III |
| 123 | Cagayan | JAMES ROBERTO Z. SIJO | Division Office | ITO-1 |
| 124 | Malaybalay | Nyms M. Docdocil | Mapayag ES | Head Teacher I |
| 125 | Malaybalay | Maitelle B. Israel | Malaybalay City NHS | Head Teacher I |
| 126 | Malaybalay | Marylan G. Tandog | Magsaysay IS | Principal I |
| 127 | Malaybalay | Rolando S. Sudario | Bangcud NHS | Teacher III |
| 128 | Malaybalay | Rea Liza A. Mendoza | Managok NHS | Teacher I |
| 129 | Malaybalay | Ivy J. Villarta | Can-ayan IS | Teacher I |
| 130 | Malaybalay | Florde May U. Batiangila | Bangcud CS | Teacher I |
| 131 | Malaybalay | Hazellel Mae C. Sambayan | San Jose ES | Teacher II |
| 132 | Malaybalay | Rex C. Dacanay | Bukidnon NHS | Teacher II |
| 133 | Malaybalay | Mariane Cryssa A. Tuquib | Bukidnon NHS | Teacher II |
| 134 | Malaybalay | Paul John P. Arias | Division Office | IT Officer I |
| 135 | Oroquieta | Augustus Hospicio C. Ampong Jr. | Talairon NHS | Teacher II |
| 136 | Oroquieta | Ranie Livero O. Villamin | Misamis Occidental NHS | Head Teacher I |
| 137 | Oroquieta | Ricky Boy E. Junio | Misamis Occidental NHS | Head Teacher V |
| 138 | Oroquieta | JD Ace B. Palanas | Oroquieta City Central ES | Teacher I |
| 139 | Oroquieta | Irene A. Osilao | Taboc Sur Elementary School | Teacher I |
| 140 | Oroquieta | Dayanara L. Jamorol | San Vicente Alto ES | Teacher I |

| | | | | |
|-----|-----------|----------------------------|--|---------------------|
| 141 | Oroquieta | Caryll A. Baylon | Oroquieta City NHS - Clarin Settlement | Teacher I |
| 142 | Oroquieta | Noranna Mariz A. Manlegro | Talairon NHS | Teacher III |
| 143 | Oroquieta | John Philip R. Mutia | Mobod IS | Teacher I |
| 144 | Oroquieta | Jeffrey P. Armingol | Misamis Occidental NHS | Teacher II |
| 145 | Oroquieta | Sheena Rhea V. Aguilar | Misamis Occidental NHS | Teacher I |
| 146 | Oroquieta | Argie A. Lumasag | Division Office | ITO - I |
| 147 | Tangub | Alden M. Antonio | Division Office | IT Officer I |
| 148 | Tangub | Joselito B. Rosalijos | Bongabong NHS | Head Teacher III |
| 149 | Tangub | Christy P. Enoc | Santa Maria NHS | Principal I |
| 150 | Tangub | Charence A. Yack | Salimpuno ES | TIII/SIC |
| 151 | Tangub | Junnifer G. Gutang | Sumirap CS | Principal I |
| 152 | Tangub | Ana Michelle T. Cañete | Taguite ES | Teacher I |
| 153 | Tangub | Raquel B. Lungay | Maloro IS | Teacher I |
| 154 | Tangub | Charleston P. Hera | Maloro IS | Teacher I |
| 155 | Tangub | Gloreli C. Canolo | Tangub City CS | Teacher I |
| 156 | Tangub | Christy P. Monteclar | Sta. Cruz ES | Master Teacher II |
| 157 | Tangub | Ferlita L. Legaspi | Caniangan NHS | Teacher I |
| 158 | LDN | Rosita C. Entia | Kauswagan CES | Elementary School |
| 159 | LDN | Amelia A. Colorado | Abaga ES | Principal I |
| 160 | LDN | Ellen O. de Guzman | Dalama CES | School Principal I |
| 161 | LDN | Marites A. Cabigas | Don Juan Diaz MIS | School Principal II |
| 162 | LDN | Dennis B. Dozano | Carusa IS | School Principal I |
| 163 | LDN | Benoni B. Tolero | Calube ES | School Principal I |
| 164 | LDN | Zanaida Omar | Magsaysay CES | School Principal I |
| 165 | LDN | Norjanah D. Untong | Kiasar IS | School Principal I |
| 166 | LDN | Willard L. Yangyang | Maigo CES | Teacher III |
| 167 | LDN | Camarodin U. Muto | Pantar NHS | Master Teacher I |
| 168 | LDN | Melanie N. Arpay | Bansarvil NHS | Teacher II |
| 169 | LDN | Claudine G. Burgonia | Bansarvil NHS | Teacher II |
| 170 | LDN | Florderick S. Velarde | Division Office | ITO - 1 |
| 171 | LDN | KATHERINE GRACE J. LIWANAG | SALVADOR NATIONAL HIGH SCHOOL | Master Teacher I |
| 172 | LDN | Maricel A. Caboverde | Lala NHS | Teacher 1 |
| 173 | LDN | LAE ANN B. LIMPANGOG | Maigo NHS | Teacher II |
| 174 | LDN | Naim A. mapandi | Pantaon ES | Master Teacher I |
| 175 | LDN | edaly M. Olis | LNNCHS | Master Teacher I |
| 176 | LDN | EMILY G. MAG-ALASIN | KALINAW-KALILINTAD INTEGRATED PEACE SCHOOL | Master Teacher I |
| 177 | LDN | Jamal O. Andor | Tangcal NHS | Teacher I |
| 178 | LDN | Mary Joy Tymico | Kolambugan CES | Teacher III |
| 179 | LDN | Zenia C. Capalac | Dalama CES | Teacher III |
| 180 | LDN | Edward A. Taruc | Sergio P. Cerujales Jr. NHS | Teacher I |
| 181 | LDN | Pearl Lyn Joy O. Tingcang | Tubod CES | Teacher III |
| 182 | LDN | Newlove N. Econg | Kapatagan NHS | Teacher II |
| 183 | LDN | Wilmar C. Mondido | Riverside ES | Teacher I |
| 184 | LDN | Raima M. Cabaro | Baloi CES | Teacher I |
| 185 | LDN | Dayanara Eleni C. Muscad | Division Office | IT - Personnel |
| 186 | Camiguin | Melchor A. Absuelo | Bacnit IS | TIC - T III |
| 187 | Camiguin | Valentina R. Tejano | Maac NHS | HT III |
| 188 | Camiguin | Jehan A. Pacudan | Tangaro ES | HT III |
| 189 | Camiguin | Arnel F. Maestrado | Catuhogan ES | P I |
| 190 | Camiguin | Arsenio A. Quibedo, Jr. | Mambajao NHS | ICTC/ SST II |
| 191 | Camiguin | Arnold M. Bahala | Catarman CS | T III |
| 192 | Camiguin | Joneber C. Japona | Lawigan-Bura NHS | T III |
| 193 | Camiguin | Cloyd Mark M. Cabusog | Guinsiliban NHS | T I |
| 194 | Camiguin | Nancy I. Salvana | Agoho ES | T I |
| 195 | Camiguin | Vengie T. Mejos | Maac NHS | T II |
| 196 | Camiguin | Eunice Z. Lilangan | EuLalio U. Pabillore NHS | T II |
| 197 | Valencia | BACASMA, MOISES P. | OSDS-ICT Unit | ITO-1 |
| 198 | Valencia | AGAWIN, CRISTERY G. | Catumbalon NHS | Principal 1 |
| 199 | Valencia | BUCTOLAN, GEOFFREY H. | Concepcion NHS | Head Teacher 1 |
| 200 | Valencia | PAÑA, EDGAR. | Guinuyoran CS | Principal 1 |
| 201 | Valencia | Christian Freddie Ralapar | Valencia NHS | Teacher 1 |
| 202 | Valencia | EDD BENEDICT B. DENSING | Concepcion NHS | Teacher 1 |
| 203 | Valencia | ROCHE Z. GREGORI | Dagatkidavao IS | Teacher 1 |
| 204 | Valencia | Adolf O. Odani | Lourdes IS | Teacher 1 |
| 205 | Valencia | Maria Venus Unabia | Valencia CCS | Teacher III |
| 206 | Valencia | Robert A. Viernes | New Visayas ES | Head Teacher 1 |
| 207 | Valencia | Dennis A. Negosa | Kilangi ES | Head Teacher II |

**Digital Literacy Training of Trainers for Teachers
Matrix and Training Outline:**

Day 1 - (2pm - 4pm) June 29, 2020

Productivity Tools and Online Teaching Essentials SET A - Productivity Tools

- Mail Merge
- Functions, and Relative and Absolute References

Resource Persons:

Jezreel Mark Soriano

Project Development Officer I
jezreel.soriano@dict.gov.ph

Mary Myrrh Garganera

Development Officer I
mary.garganera@dict.gov.ph Project

SET B - Online Teaching Essentials using GSuites

- Track Important Schedules and Deadlines (Calendar)
- Collaborate on Documents Online (Docs, Sheets, Slides)
- Keep Files and Data Together in a Single Online Repository (Drive)
- Create Polls, Quizzes, Surveys (Forms)
- Create Simple Websites Collaboratively (Sites)
- Conduct Virtual Trainings, Meetings, and Classes (Hangouts, Meet, Classroom)

Resource Persons:

Reymar Estafia

Project Development Officer I
reymar.estafia@dict.gov.ph

Rhea Juliet Cabanlit

Project Development Officer I
rhea.cabanlit@dict.gov.ph

Day 2 - (2pm - 4pm) June 30, 2020

Graphic design using Canva and Exploring Free and Open Source Educational Tools for Teachers

SET A - Canva for Education

- Everyone will be able to create an account
- Learn about how Search works
- Learn about Layouts
- Learn about Text options
- Learn about Backgrounds options
- Learn how to upload your own images into your Canva design
- Create an infographic

Bonus: Steps creating a classroom in Canva (with the use school email) and steps in collaborating G-classroom in canva.

Resource Person:

Chin Rus Echevarre

Project Development Officer I

chinrus.echevarre@dict.gov.ph

SET B - Free and Open Source Educational Tools for Teachers

A. Introduction to text-to-speech

- Balabolka
- Word Talk
- Text2Speech

B. Exploring Free Photos for Educational Use

- Public Domain Pictures
- Free Images
- 4 Free Photos

C. Exploring Screen Mirroring Apps

Resource Person

Engr. Eugene Raposala III

Provincial Officer, Misamis Occidental

eugene.raposala@dict.gov.ph

Day 3 - (2pm - 4pm) July 1, 2020

Basic Troubleshooting, and Cybersecurity for Teachers: online privacy, safety, and security

- Problem: Power button will not start computer
- Problem: An application is running slowly
- Problem: An application is frozen
- Problem: All programs on the computer run slowly
- Problem: The computer is frozen
- Problem: The mouse or keyboard has stopped working
- Problem: The Monitor won't display and Speakers has stop working
- Problem: PC keeps disconnecting from WiFi
- Problem: Printer is not printing certain lines
- Fix Common Projector Issues

Resource Person:

• Theresa Mae Suan
Project Development Officer I
theresa.suan@dict.gov.ph

- Maintain Privacy of your Students while doing Remote Learning
- Creating Strong and Storing Passwords
- E-learning Cybersecurity Risks

Resource Person:

Acmilah Macabuat
Information Technology Officer I
acmilah.macabuat@dict.gov.ph

Day 4 - (2pm - 4pm) July 2, 2020

Getting Started with MS Teams (teaching edition) and Introduction to Workplace by Facebook (important features for teachers)

Resource Persons:

Jezreel Mark Soriano
Project Development Officer I
jezreel.soriano@dict.gov.ph

Mary Myrrh Garganera
Project Development Officer I
mary.garganera@dict.gov.ph

Additional Manpower:

Project Development Officer II
Jess Batoon jess.batoon@dict.gov.ph

Theresa Mae Suan
Project Development Officer I
theresa.suan@dict.gov.ph