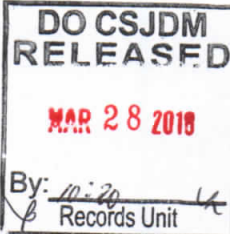




Republic of the Philippines  
DEPARTMENT OF EDUCATION  
Region III  
DIVISION OF CITY SCHOOLS  
City of San Jose del Monte



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March 27, 2018

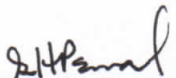
**DIVISION MEMORANDUM**

No. 46 s. 2018

To: ASDS  
Division Chief  
Public School District Supervisors  
All Others Concerned

**ORIENTATION & TRAINING WORKSHOP OF ALS INSTRUCTIONAL MANAGERS**

1. This Office announces the conduct of the ALS Orientation & Training Workshop of Instructional Managers on April 5, 6 & 7, 2018 at Mini Theater, Barangay Graceville.
2. Participants to this activity are Education Program Supervisor in charge of ALS, Public Schools District Supervisors, Education Program Specialist II/ ALS, District ALS coordinators, mobile teachers, instructional managers, stakeholders and partners.
3. The objectives of the training-workshop are the following:
  - a. Acquaint participants with the ALS and its mode of delivery.
  - b. Provide participants with immersion activity to target communities.
  - c. Skill participants in dealing with social & barangay component of the program.
  - d. Orient them on the ALS objectives in line with the K to 12 curriculum.
  - e. Train participants on encoding system and reporting of the ALS forms and on Other required documentations.
4. Expenses including lunch and snacks of the participants shall be charged against the 2018 SEF, subject to the usual accounting and auditing rules and regulations.
5. The training matrix is attached as Enclosure No. 1
6. Attendance of the foregoing list of participants is enjoined.

  
**GERMELINA H. PASCUAL, CESO V**  
Schools Division Superintendent

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## ORIENTATION MATRIX

### *ALS Orientation and Seminar Workshop of Instructional Managers*

April 6, 2018 ( Day 2 )

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#### **A.M**

8:00 - 8:30	:	Registration and Photo Ops of Participants
8:30 - 9:00	:	Morning Praise; Roll Call & Energizers, Recapitulation of previous day's activities
9:00 – 12:00	:	<b><i>Actual Literacy Mapping of ALL Participants with the assistance of DALSC and Mobile Teachers</i></b>
12:00 – 1:00	:	LUNCH B R E A K

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#### **PM**

1:00 – 2:00	:	Drafting and preparation of ALS Session Guide
2:00 – 4:30	:	Demonstration Teaching using the 4A's and Consolidation of outputs <i>Working Break</i>
4:30 - 5:00	:	Synthesis and closing message

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**ORIENTATION MATRIX**  
***ALS Orientation and Seminar Workshop of Instructional Managers***  
April 7, 2018 ( Day 3)

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**A.M**

8:00 - 3:00	:	Registration and Photo Ops of Participants
8:30 - 9:00	:	Morning Praise; Roll Call & Energizers, Recapitulation of previous day's activities
9:00 – 11:00	:	Education Situation; Recap of Mission, Vision, Goals and Engagement procedures
11:00 – 12:00	:	The 4A Teaching Methods <i>Resource Speaker: Senen B. Jane, EPS I,</i>

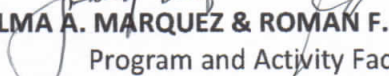
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12:00 – 1:00	:	LUNCH B R E A K
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**PM**

1:00 – 4:00	:	Synchronize demo teaching of all participants
4:30 - 5:00	:	Synthesis and closing program

  
**VILMA A. MARQUEZ & ROMAN F. CACHO**  
Program and Activity Facilitators