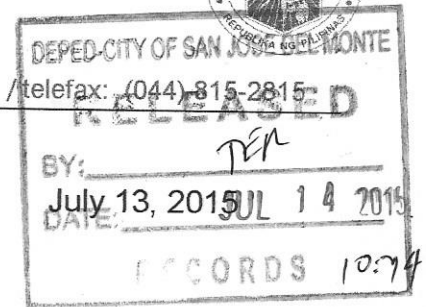




Republic of the Philippines
DEPARTMENT OF EDUCATION
Region III
DIVISION OF CITY SCHOOLS
City of San Jose del Monte

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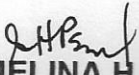
DIVISION MEMORANDUM

No. 113 s. 2015

To : District Supervisors
Elementary School Heads

TRAINING-WORKSHOP FOR INSTRUCTIONAL MATERIALS EVALUATORS (TIME)

1. This is to announce the conduct of the **Training-Workshop for Instructional Materials Evaluators (TIME)** on the following dates at the Division Library Hub:
 - a. August 12-14 (Grade 1 Master Teachers/Leaders)
 - b. August 18-20 (Grade 2 Master Teachers/Leaders)
 - c. August 26 – 28 (Grade 3 Master Teachers/Leaders)
2. The activity aims to:
 - a. Capacitate teachers on evaluating various learning resources;
 - b. Evaluate the learning resources used in Grades 1-3 and
 - c. Provide inputs to LRMS regarding the learning resources evaluated
3. Each school should send to the training one Master Teacher/Grade Leader from Grade 1, Grade 2 and Grade 3.
4. School heads are advised make the necessary arrangement in such a way that the classes to be left by the teachers who will attend the training will not be interrupted.
5. The lunch and snacks of the participants shall be charged against the SEF subject to the usual accounting and auditing rules and regulations.
6. Attached is the matrix of activities for the guidance of the participants.
7. Immediate and widest dissemination is desired.


GERMELINA H. PASCUAL
Schools Division Superintendent

TRAINING-WORKSHOP FOR INSTRUCTIONAL MATERIALS EVALUATORS (TIME)

Grades 1 – 3

(August 12-14, August 18-20, August 26-28)

Division Library Hub

MATRIX OF ACTIVITIES

Day 1	Day 2	Day 3
8:00 AM - 8:30 AM	8:00 - 8:20 AM	8:00 AM - 8:20 AM
<i>Registration and Opening Program</i>	<i>Management of Learning</i>	<i>Management of Learning</i>
8:30 AM -10:00 AM	8:20 AM -10:00 AM	8:20 AM -10:00 AM
<i>Review of the Curriculum</i>	<i>Evaluation of Learning Evaluation of Charts, Posters, Drill/Flash Cards and Manipulative</i>	<i>Workshop</i>
<i>Dolores Lavilla Epifania De Leon</i>	<i>Teresita Padilla</i>	
10:00-10:20 AM	10:00-10:20 AM	10:00-10:20 AM
<i>Coffee Break</i>	<i>Coffee Break</i>	<i>Coffee Break</i>
10:20-12:00 PM	10:20-12:00 PM	10:20-12:00 AM
<i>Intellectual Property Rights Evaluation</i>	<i>Evaluation of Non-Print Materials & Online Sites and Resources</i>	<i>Workshop</i>
<i>Marlon Daclis</i>	<i>Arthur Francisco</i>	
12:00 PM – 1:00 PM	12:00 PM -1:00 PM	12:00 PM -1:00 PM
<i>Lunch Break</i>	<i>Lunch Break</i>	<i>Lunch Break</i>
1:00 PM - 2:40 PM	1:00 PM – 2:40 PM	1:00 PM – 2:40 PM
<i>Educational Soundness Evaluation</i>	<i>Evaluation of General References</i>	<i>Presentation of Outputs</i>
<i>Jennifer Quinto</i>	<i>Ma. Eleanor del Rosario</i>	
2:40 PM - 3:00 PM	2:40 PM - 3:00 PM	2:40 PM - 3:00 PM
<i>Coffee Break</i>	<i>Coffee Break</i>	<i>Coffee Break</i>
3:00 PM – 5:00 PM	3:00 PM – 5:00 PM	3:00 PM - 3:30 PM
<i>Educational Quality Evaluation</i>	<i>Workshop Mechanics</i>	<i>Closing Program</i>
<i>Robesa Hilario</i>		