

Republic of the Philippines Department of Education

REGION IV-A CALABARZON GATE II, KARANGALAN VILLAGE 1900 CAINTA, RIZAL



November 3, 2021

Regional Memorandum

WORKSHOP ON THE QUALITY ASSURANCE OF CONTEXTUALIZED KEY STAGE 1 LEARNING RESOURCES FOR QUARTER 3

To Schools Division Superintendents

- To ensure quality of learning materials for Key Stage 1 Quarter 3 in the region, DepEd Region IV-A CALABARZON, through the Curriculum and Learning Management Division (CLMD) Learning Resources Management Section (LRMS) will conduct the Workshop on the Quality Assurance of Contextualized Key Stage 1 Learning Resources for Quarter 3 on November 20-24, 2021 at Development Academy of the Philippines (DAP), Tagaytay City.
- 2. Participants are expected to register at the following registration links:

https://tinyurl.com/QualityAssuranceQ3KS1 https://forms.gle/nk3QQDEuJc9gdPGc9 https://forms.gle/nk3QQDEuJc9gdPGc9

- 3. First meal to be served on the first day, November 20 is AM snack and the last meal to be served on the last day, November 24 is lunch.
- In lieu of the services rendered on a weekend, holiday or vacation by all concerned, they shall be entitled for service credits and/or compensatory time-off whichever is applicable.
- Travelling expenses of participants shall be charged to school MOOE or local funds whichever is available subject to the usual accounting rules and regulations.
- For clarifications and queries, contact JOB S. ZAPE, JR., CLMD Chief and FE M. ONG-ONGOWAN, Librarian at (02) 8681-7249 local 420.
- 7. Immediate dissemination of this Memorandum is desired.

RANCIS CESAR B. BRINGAS

clmd/jsz/fmo

losure 1

TIMELINE OF ACTIVITIES

| Time | November 20 | November 21 | November 22 | November 23 | November 24 |
|--------------------------------|--|--|--|---|--|
| 7:00AM-8:00 AM | | | Brec | Breakfast | |
| 8:00 AM-8:30 AM | Arrival of Participants | | ∑ | MOL | |
| 8:31 AM-9:00 AM | | Review | Review Q3 KS 1 Contextualized LRs based on PIVOT 4A Standards | Rs based on PIVOT 4A Sto | andards |
| 9:01 AM-10:00 AM | | | Snack | | |
| 10:01 AM-10:30 AM | Opening Program | Continuation on the | Continuation on the Review of Q3 KS 1 Contextualized LRs based on | xtualized LRs based on | Finalize and submit O3 LR in Publisher and |
| 10:30 AM-11:00 AM | Orientation on the QA | | | | PDF file |
| 11:01 AM-12:00 NN | or ws Key Stage 1 LRs | | | | |
| 12:01 NN-1:00 PM | | | Lunch | | |
| 1:01 PM-2:00 PM | | Continuation on the | Continuation on the Review of Q3 KS 1 Contextualized LRs based on | xtualized LRs based on | |
| 2:01 PM-3:00 PM | Review Q3 K5 I Contextualized LRs | | | | |
| 3:01 PM-4:00 PM | based on PIVOT 4A | | | | ноте эмеет ноте |
| 4:01 PM-5:00 PM | Standards | Finalize and | Finalize and submit Q3 LR in Publisher and PDF file | r and PDF file | |
| 6:00 PM-7:00 PM | | Ī | Dinner | | |
| Expected Outputs | -1 Ready-to print SLM/ Learning Area/Grade Level -Fully accomplished Review Form -Fully accomplished Specialty Clearance Form | -1 Ready-to print SLM/ Learning Area/Grade Level -Fully accomplished Review Form -Fully accomplished Specialty Clearance Form | -1 Ready-to print SLM/ Learning Area/Grade Level -Fully accomplished Review Form -Fully accomplished Specialty Clearance Form | -1 Ready-to print SLM/ Leaming Area/Grade Level -Fully accomplished Review Form -Fully accomplished Specialty Clearance Form | -1 Ready-to print SLM/ Learning Area/Grade Level -Fully accomplished Review Form -Fully accomplished Specialty Clearance Form |
| EMCEE | Eugene Ray F. Santos | | | | |
| Officer of the Day/Facilitator | Fe M. Ong-ongowan | Elena L. Lopez | Virgilio O. Guevarra | Lhovie A. Cauilan | Romyr L. Lazo |

losure 2

LIST OF PARTICIPANTS

Regional Personnel

| Emelia Crescini | Romyr L. Lazo Philips T. Monterola Fe M. Ong-ongowan Lhovie A. Cauilan |
|------------------|---|
| | |
| Chief | EPS-Filipino EPS-English EPS-Kinder/MTB-MLE EPS-EPP/TLE/TVL EPS-Mathematics |
| Job S. Zape, Jr. | Elaine T. Balaogan Eugene Ray F. Santos Elena L. Lopez Virgilio O. Guevarra, Jr. Marvelino Niem |

Regional Coordinator-EsP Regional Librarian Teaching Aids Specialist

EPS-MAPEH EPS-LRMS

EPS-AP

| | | | | | | | | 385 FE S. 185 |
|------------|--------------------------------|----------------------|---|--------------------------|-----------------------------|--------------------|--------------------------|----------------------|
| INING AREA | CONTENT AND LANGUAGE REVIEWERS | SBO | TECHNICAL REVIEWERS | SDO | ILLUSTRATORS | SDO | LAYOUT ARTISTS | SDC |
| idergarten | Adora Del Mundo | Imus City | Anna Marie Aranzanzo | Cavite Province | | | Elleden Denosta Baccor C | Bacoor C |
| Science | Dennis B. Masangcay | Tanauan City | Tanauan City Nolan Severino R. Jusayan | Imus City | Alvin G. Alejandro | Antipolo City | | |
| English | Jocelyn C. Mendoza | Rizal Prov. | Cristeta M. Arcos | Calamba City | | | Jonathan A. Almirante | Bacoor C |
| Math | April L. Eroza | Lipa City | Henry Contemplacion | San Pablo City Bernaldez | Mark Ronell D. Bernaldez | Cavite Province | Gilbert Manaois Sta Rosa | Sta Rosa |
| Filipino | Marlyn Cabrera | San Pablo City | Marissa O. Aquirre | Cavite City | Nerlie R. Dimapilis | Cavite Province | Rita A. Edillo | Antipolo |
| MTB-MLE | Raquel Azur | Biñan City | Leonor Medina | Bacoor City | Eris dela Cruz | Cavite Province | Allan E. Medenilla | Biñan Cit |
| Araling | August Jamora | Rizal Province | Ricardo P. Makabenta | Cavite City | Romdel Partoza | San Pablo City | Mark Joseph Torres | San Pabk |
| EsP | Myrasol D. Belfran | Batangas Province | Maria Letecia Jose Basilan | Batangas Province | | | Beverly Satrillo | Batangas Province |
| Music | Lerma Baldonado | San Pablo City | Rachael B. Chavez | Dasmariñas City | Aaron Surat | Antipolo City | Marites K. Chavez | Dasmariñ City |
| | | ,,,, | | | | - | O V | Danna |

Mary Joy A. De Dasmarin Leon City

San Pablo City

Jayson K. Latade

Dasmariñas

City

Arjay Philip T. Reyes

Bacoor C

Leomar G. Paracha

San Pablo City

> Alexandro Maghari

Dasmariñas City

Mary Ann M. Reyes

Jennifer U. Cruz Bacoor C

San Pablo City

Gilbert Esguerra

Dasmariñas City

Marigold S. Cleofe

Cabuyao City

Marianne Velasco

Health

Lucena City

Joylet Martinez

PE

Binan City

Angela Morando

Arts

Terms of Reference

CONTENT AND LANGUAGE REVIEWER

- 1. Review and verify the accuracy of the contents of the Self Learning Module (SLM) if it is free from social content violations and plagiarized content and illustrations.
- 2. Ensure that given comments and suggestions are incorporated in the SLM.
- Review the manuscript for language errors (e.g. faithfulness in translation, coherence and clarity, grammar and syntax, spelling and punctuation, consistency in style, etc.).
- 4. Review 1 SLM in a day.
- 5. Accomplish the Review Form and LR Specialty Clearance Form.

TECHNICAL REVIEWER

- Review and verify the accuracy of illustrations and layout against the contents of the SLM.
- Provide comments/ recommendations on the illustrations and layout based on the SLM standards.
- 3. Ensure that given comments/recommendations on the layout and illustrations are incorporated in the SLM.
- 4. Ensure the compliance of SLM to the required style guide (APA Format).
- 5. Accomplish Review Form and LR Specialty Clearance Form.

LAYOUT ARTIST

- Incorporate in the SLM the suggestions / recommendations based on the content/language and technical reviewers' comments.
- 2. Incorporate the final illustrations in the SLM.
- 3. Update the preliminary pages and the cover page.
- 4. Final layout 1 SLM in a day.
- 5. Accomplish LR Specialty Clearance Form.

ILLUSTRATOR

- 1. Provide illustrations and visuals needed in the SLM according to the standards.
- Finalize illustrations and visuals based on the technical reviewers' comments and suggestions.
- 3. Accomplish LR Specialty Clearance Form.

RO LEARNING AREA EPS/COORDINATOR

- Review and verify the accuracy of the contents of the Self Learning Module (SLM)
 and if it is free from social content violations and plagiarized content and illustrations.
- 2. Check the compliance of the SLM to the curriculum standards.
- 3. Give comments and recommendations.
- 4. Help in developing content or in revising the parts that need improvement.
- Ensure that SLMs submitted for final review by the CLMD Chief are free from content, language and graphic errors.
- 6. Accomplish the Review Form and LR Specialty Clearance Form.

RO LR EPS

- 1. Lead the opening and closing program and daily MOL.
- Document agreements, issues, concerns, and important activities, that happened during the workshop.
- Ensure the review team accomplishes Workshop Waiver, Review Form and LR Specialty Clearance Form.
- 4. Prepare completion report.

LIBRARIAN

- 1. Prepare files, google drives and links for use in the review.
- 2. Prepare progress report and track the development of review.
- 3. Submit finalized SLMs to the CLMD Chief for final review.
- 4. Submit the approved Quarter 3 Key Stage 1 SLMs to the printing press.

TEACHING AIDS SPECIALIST

- 1. Request preparation of contract and supplies.
- 2. Prepare the room listing.
- 3. Prepare and print certificates of recognition, participation, and appearance.
- 4. Track daily accomplishment of each CLMD personnel.

FACILITATOR

- 1. Provide instructions and inputs during the workshop.
- 2. Facilitate the collection and presentation of outputs.
- 3. Ensure maximum participation of the participants.
- 4. Address all concerns of the day (i.e., health, food restrictions, accommodation, etc.).

Enclosure 4

GENERAL SPECIFICATIONS STANDARDS PIVOT 4A Learner's Material

A. STRUCTURE AND SEQUENCE

- 1. LM is easy to understand.
- 2. Lessons shall be arranged from simple to complex.
- Visuals and graphic organizers shall be available to facilitate better understanding of the lesson.
- 4. Size of the letters and sentences shall be appropriate to the target learners.
- 5. Presentation shall be engaging and interesting.
- 6. Kindergarten materials shall
 - 6.1. be engaging; activity-based and challenging;
 - 6.2. be multi-sensorial (i.e. individuals learn better if they are taught using more than one sense (modality). The senses usually employed in multisensory learning are visual, auditory, kinesthetic, and tactile VAKT (i.e. seeing, hearing, doing, and touching);
 - 6.3. align with the theme of the curriculum;
 - 6.4. enhance the development of the different domains;
 - 6.5. visuals shall be in black and white.
- 7. Materials for Kindergarten to Grade 3 shall consider I Do-We Do-You Do procedure with the help of a learning facilitator.

B. CONTENT

- 1. Content shall use pedagogical approaches that are constructivist, inquiry-based, reflective, collaborative and integrative.
- Content shall be logically arranged from simple to complex.
 - 3. It shall consider learner's context, situations, individual needs and capabilities.
 - It shall provide activities that promote the development of higher cognitive skills such as:
 - Critical thinking
 - Creative thinking
 - Decision making
 - 5. It shall be written in real-life context, interactive to arouse and sustain interest and motivation of a learner.
 - 6. It shall provide activities that develop:
 - 6.1 Basic Science processes
 - a. Observing
 - b. Asking questions
 - c. Measuring
 - d. Classifying
 - e. Inferring
 - f. Finding patterns
 - g. Predicting
 - h. Communicating

6.2 Integrated skills

- Formulating hypothesis
- j. Fair testing
- k. Identifying variables
- Controlling variables
- m. Collecting and organizing data

- Maka-Diyos
- Makatao
- Makabansa
- Makakalikasan
- 9. Content shall provide activities to unlock difficult and/or new concepts, activate prior knowledge to discover and learn new lessons.
- 10. Content and activities shall be learner-centered and shall promote 21st century skills.
- 11. Content and activities shall be congruent to the learning competency.
- 12. Sufficient examples, activities and easy to understand directions are provided to facilitate independent learning.
- 13. Content shall be learner-centered, inclusive and developmentally appropriate.
- 14. Content shall be in smaller unit, self-instructional and self-paced.
- 15. Caution, warning, reminders shall be provided to ensure safety of the learner while doing activities.
- Content shall provide strategies and activities to self-monitor progress such as criterion referenced tests.
- 17. Content shall be flexible and friendly.
- 18. Content shall provide a balanced use of literature and informational text or fictional to nonfictional text (2009 NAEP Reading Framework):
 - 18.1. K to 5 50:50
 - 18.2. Grades 6 to 12 55:70
 - 18.3. Informational texts for grades K-5 are defined as "biographies and autobiographies; books about history, social studies, science, and the arts; technical texts, including directions, forms, and information displayed in graphs, charts, or maps; and digital sources on a range of topics
 - 18.4. For grades 6-12, an informational text includes "subgenres of exposition, argument, and functional text in the form of personal essays, speeches, opinion pieces, essays about art or literature, biographies, memoirs, journalism, and historical, scientific, technical, or economic accounts (including digital sources) written for a broad audience"
- 19. Linkages between and among past and present lessons shall be evident to make lessons easy to understand.
- 20. Sufficient repetition through examples, illustrations, questions and summaries shall be provided to enhance understanding of concepts.
- 21. Content, language and the materials shall be appropriate to the reading level of the learners.
- 22. The difficulty of the material shall match the ability of the learners.
- 23. The materials shall fit the objectives.

C. LANGUAGE

- Material shall use everyday language of the learner.
- 2. It shall use appropriate language and vocabulary.
- 3. The length of the sentences, paragraphs shall be age-appropriate.
- 4. The language to be used for the mother manuscript shall be:
 - 4.1. K to 3 All learning areas except English is Filipino
 - 4.2. Grades 4 to 12
 - 4.2.1, Filipino, EsP Filipino
 - 4.2.2. English, Science and Math English
 - 4.2.3.MAPEH, EPP-TLE
 - 4.2.3.1. Grades 4 to 5 Filipino
 - 4.2.3.2. Grades 6 to 12 English
 - 4.2.4. Araling Panlipunan

- 3. People, animals, places, and objects shall be appropriate to the age, grade level and context of the learners.
- 4. Illustrations shall clarify and/or enhance concepts.
- 5. Illustrations and visuals shall be gender and culture sensitive.
- 6. Cover art shall be original and simple.
- 7. Cover art shall be appropriate to the age, grade level and culture of the learners.
- 8. Illustrations shall face toward the page gutter.
- 9. Illustrations shall not be divided into two (2) pages or placed in between the gutter of the learning resource.
- 10. Scanned illustration shall be saved in JPEG, PNG or TIF.
- 11. Illustrations shall use line-art in single color (preferably black) and there shall be no shading effect other than hatching, cross hatching and stipple shading.
- 12. Illustrations shall be near to the actual size of the requirement of the writer.
- 13. Enlarging and resizing a raster illustration shall not be more than once.
- 15. Cropping in the joints like neck, shoulder, knee and elbow shall be avoided.
- 16. Illustrations and visuals shall be attractive and appealing.
- 17. Illustrations and visuals shall sustain consistency of style, color, size and angle throughout the SLM.
- 18. Illustrations shall be correct, original, realistic, simple, clear and recognizable.
- 19. Illustrations and visuals shall be properly labelled and captioned.
- 20. Illustrations shall have appropriate and complete details such as color.
- 21. For K to 3, illustrations of people, animals, places and objects shall be complete.
- 22. Illustrations and visuals shall be original. Permit to use copyrighted illustrations and visuals shall be secured before using it.
- 23. Illustrations shall not be a modification of an illustration from other source.
- 24. The use of photocopied, scanned published illustrations, screen captured illustrations are prohibited.
- 25. Flatbed scanner shall be used for manually drawn illustration.
- 26. Manually drawn-illustration shall be scanned in 300 to 600 dpi in actual size to capture all the details of the illustration and to produce quality scan.
- 27. Illustrations shall be framed only when necessary. Thinner lines shall be used for the frames than that of the illustrations.
- 28. Local pictures and artworks shall be validated and approved by the ethnic community.
- 29. Texts that are superimposed in the illustration shall be spelled out.
- 30. Callouts shall be used to emphasize important parts of the illustration.
- 31. Brief, consistent, and relevant file name shall be used to save similar artwork files in one manuscript.
- 32. Digital illustration shall be saved in PSD layered file, SVG, JPEG, PNG or TIF.

E. TECHNICAL SPECIFICATIONS

1. Front Cover, Copyright, Title Page, Footer, Back Cover

| Key Stage | Parts | Details | Font Style | Font Size |
|-----------|--------------------------|------------------------|-----------------------|-----------|
| 1 | Cover Page | Grade Level Identifier | Century Gothic (Bold) | 50 |
| | | Subject | Century Gothic (Bold) | 35 |
| | | Key Stage | Century Gothic (Bold) | 18 |
| | Copyright and Title Page | | | |
| | | Copyright Details | Alfabeto | 12 |

| Preliminaries | Guide in Using PIVOT | Alfabeto | |
|---------------|----------------------|-----------------------|----|
| | LM | Text | 12 |
| | | Subheads | 16 |
| | | Heads | 18 |
| | Parts of PIVOT LM | Alfabeto | |
| | | Text | 10 |
| | | Subheads | 10 |
| | | Heads | 18 |
| Footer | | Alfabeto (Italicized) | 10 |
| Back Cover | Inquiry Details | Arial | 12 |
| Pagination | Page Number | KS1-Alfabeto | 12 |

| | Cover Page ar | nd Ear Tag | |
|-------------|--------------------------|-----------------------|----------------------------|
| Grade Level | Cover Page Color Code | Ear Tag Color Code | Ear Tag Font Style/Size |
| Kinder | Pink | Red | Alfabeto / 16 |
| Grade 1-3 | Red | Red | |

2. Typography

| Key Stage | Font Family | Font Size |
|----------------|-------------|--|
| Kinder-Grade 1 | Alfabeto | Text 16 pt. Sub Heads 18pt. Heads 20 |
| Grade 2-3 | 7,111,001,0 | Text 13 pt. Sub Heads 16 Heads 18 |

3. Other Specifications of the Body Text

- 3.1 Leading space shall be at 1.15 points.
- 3.2 Spaces between subtitles and paragraphs shall be two (2) points.
- 3.3 Pages shall be complete and properly sequenced.
- 3.4 Textline for K to 3 shall be justified.
- 3.5 Answer key shall be before the References page and shall be written upside-down in font size 9.
- 3.6 Body text
 - -K to 3 shall be flushed to the left; ragged right
- 3.7 Page number shall be centered at the bottom of the page.
- 3.8 Citations for graphics and visuals shall be on the same page.
- 3.9 There shall be no just one word or half a word on paragraph endings.
- 3.10 Inside pages shall be in Arabic numerals.
- 5.11 Pages shall not end with hyphenated word or awkward page turn.
- 5.12 Pages shall be of the same length.
- 5.13 The last page of the manuscript shall occupy at least half of the text area.

F. SOCIAL CONTENT GUIDELINES

Quality modules also means that the materials are appropriately relevant to the Filipino learners. Hence, the development of the materials must be guided by the following guidelines on social content.

Social content refers to themes or topics for which DepEd prescribes certain guidelines when these themes or topics are included or referred to in lessons in the learning resources. Among the themes or topics are those on the Filipino Learner and Teacher, The Filipino Nation and Philippine Society, Citizenship and Social Responsibility, Individuals and Social Identities, Social Institutions, Gender, Media, Technology, and Communication, Health and Safety, and Environment.

Learning resources that follow these guidelines avoid stereotypes and help develop in learners such desirable values as nationalism, justice, moral uprightness, inclusivity, understanding, and compassion among others. Through the concrete expression of such values, the DepEd's core values are realized.

The following guidelines on social content are recommended for integration in Modules:

A. The Filipino Learner

- Portray the learners as multi-faceted with physical, intellectual, and psychoemotional, spiritual and sociocultural traits.
- 2. Highlight the dignity of learners and communicate respect for their rights.
- 3. Uphold the learners' unique values and principles that shape their way of thinking and dealing with others.
- 4. Mirror the diversity of learners' lived experiences, settings, and contexts.
- 5. Depict learners as capable of constructing and reflecting on their own experiences and the experiences of others.
- 6. Portray learners as active seekers of knowledge who rely on multiple sources of information and are able to think critically about that knowledge.
- 7. Depict learners as having 21st century skills (information, media, and technology skills, learning and innovation skills, communication skills, life and career skills) who actively develop, take advantage of, and put such skills to good use.
- 8. Nurture learners' curiosity and creativity so they will develop into life-long learners.

B. The Filipino Nation and Philippine Society

- Depict national symbols and institutions in contexts that promote respect for their meanings.
- 2. Foster a sense of justice and obedience to and respect for the Constitution and the law.
- 3. Maximize the use of illustrations and photographs depicting the diversity of Philippine settings and environments (e.g., local communities, local objects, flora and fauna endemic to the Philippines).
- 4. Highlight the diversity of Philippine cultural communities, including indigenous cultural communities (ICCs).
- 5. Depict expression of Philippine cultures— technologies, inventions, games, dances, songs, literature, dress, food, festivals, celebrations, practices, customs, and others guided by protocols for culture sensitivity such as DO 51, s. 2014 (Guidelines on the Conduct of Activities and Use of Materials Involving Aspects of Indigenous Peoples Culture)
- 6. Show community settings that feature a mix of rural, sub-urban, and urban

8. Include foreign products, practices, and values only as needed and appropriate to the competencies being covered. When included, these foreign products must be featured in ways that do not prejudice Philippine products, practices, and values.

C. Citizenship and Social Responsibility

 Encourage participative and responsible citizenship (e.g., depicting individual initiative rather than overdependence on organized government, dole-outs, or foreign aid).

2. Promote respect for the rights of children, elderly, persons with disability (PWDs), Indigenous Cultural Community (ICCs)/Indigenous Peoples (IPs), pregnant women,

workers, and other vulnerable sectors of the society.

3. Promote the observance of high ethical standards and codes of behavior in all aspects of the society.

4. Foster attitudes of inclusivity, acceptance, understanding, and appreciation for diverse cultures, sectors, and groups in society.

5. Depict contributions of individuals and ethnic, cultural, and religious groups that promote the common good of the community and the larger society.

6. Feature role models who come from different places, historical periods, socio-cultural contexts, genders, abilities, and ages. They must be of exceptional and acknowledged accomplishment or virtue regardless of their ethnic, cultural, or political origin or affiliation.

7. Depict a person's or a group's accomplishments and virtues accurately and avoid

sensationalizing or unduly extolling them.

8. Avoid the depiction of physical, sexual, verbal, and mental abuse of adults and children as well as violent sports and entertainment.

 Avoid featuring or including situations and materials that encourage or rationalize crime, violence, and the maligning of people.

D. Individuals and Social Identities

 Depict the ethnic, physical, mental, religious, cultural and socio-economic diversity of individuals and their circumstances in society and promote sensitivity to and respect for the dignity and equal treatment of all. These may include PWD learners and their learning circumstances and learners in varied cultural and religious contexts among others.

 Avoid views or opinions that highlight stereotypes and encourage cultural, moral, and social insensitivities against particular social classes, gender groups, political affiliations,

cultural or religious groups.

3. Avoid inaccurate, unnecessary, or inappropriate portrayal of or reference to the physical appearance, cultural customs, social classes, symbols, observances, festivals, dress, names, or language of any ethnic group or nationality.

4. Avoid sexist language, bias, prejudice, and stereotyping of various genders in the depiction of behaviors, home and family roles, professions, occupations, and contributions to society.

E. Social Institutions

Family

1. Show respect for different family patterns (e.g., nuclear, extended, with a single

parent, or with two parents, etc.).

2. Promote responsible parenthood which include shared parenting, shared home management, and shared decision-making in various areas of home life (e.g., finances, education of the children, reproductive health, and the like).

Religious / Faith groups

4. Ensure that any reference to a religious group is appropriate, accurate, and authentic in relation to the setting and/or period of history in which they are presented.

Work institutions

- 5. Present and promote a balanced and just relationship between workers and managers in the depiction of their roles and responsibilities.
- 6. Shows workers of various professions that contribute positively to the development or growth of their communities or of the country.
- 7. Present public servants such as police officers, soldiers, and government officials as responsible, accountable, trustworthy, and working for the common good of the community.

Commercial entities

- Avoid mentioning commercial brand names and corporate logos in text or showing them in illustrations or photographs. Instead, writers may invent or fabricate a brand in order to fulfill the purpose of the lesson without promoting real-life brand names and products.
- 9. Avoid incorporating any form of commercial solicitation and advertising like promotional materials, chain letters, and pyramid schemes.

F. Gender

- Avoid differentiating, either explicitly or implicitly between the capability of males and females to contribute to the political, economic, or social well-being of Philippine society of the world.
- 2. Maintain balance in the treatment of gender roles, occupations, and contributions in both text and non-text material.
- 3. Depict gender and sexuality as an aspect of one's personhood in positive ways.
- 4. Portray gender and sexual diversity in a respectful manner using a rights-based approach.

G. Media, Technology, and Communication

- 1. Portray ethical media practices.
- 2. Demonstrate the importance of using different forms of media as a means for communication and expression of ideas.
- 3. Highlight technological innovations as products of human ingenuity and as part of human development.
- 4. Depict responsible, safe, and secure use of information and communications technology (ICT).
- 5. Promote positive and healthy attitudes towards ICT and its use.

H. Health and Safety

- 1. Promote the physical and mental well-being of children and adults while applying gender sensitivity with regard to health concerns.
- 2. Promote proper nutrition and avoid featuring junk food and their enjoyment.
- 3. Promote healthy and safety standards and precautions.
- 4. Promote disaster-risk management and preparedness.
- Discourage the habitual use of tobacco and alcohol and the use of narcotics, restricted drugs, and other addictive substances.

I. Environment

- 1. Portray a lifestyle that contributes toward reducing the impact of climate change.
- 2. Portray efforts to conserve and care for the country's natural resources and protect the well-being of the environment.
- 3. Promote personal and community involvement in environmental management