Unnumbered Memorandum

DEVELOPMENT OF DEPED TEACHES VIDEO LESSON EPISODES

To Schools Division Superintendents
(Cavite Province, Rizal, Lucena City and Batangas Province)

1. Relative to DM-CT-2023-408, with the commitment of the Department of Education (DepEd) outlined in the MATATAG Agenda to give support to teachers to teach better and in optimizing the use of technology and accelerating the integration of ICT in teaching and learning, the Bureau of Learning Delivery (BLD) will conduct the Workshop on the Development of DepEd Teaches Video Lesson Episodes on December 18 – 19, 2023 at the National Educators Academy of the Philippines (NEAP), Marikina City.

2. The activities aim to develop video lesson episodes to support teachers and learners by maximizing the use of virtual platform as part of the learning recovery strategies of the Department. It will be designed to assist teachers in teaching difficult to teach learning competencies and help learners enhance their understanding of the lessons while capturing and sustaining their interest.

3. Enclosure 1 presents the participants in this activity. They are expected to arrive at the venue before 8:00 AM on December 18, 2023. The first meal to be served is breakfast and the last meal is dinner on December 19, 2023. They are advised to bring their laptops.

4. Travel expenses shall be charged against the BEC funds downloaded to regional offices, subject to the usual government accounting and auditing rules and regulations. Participants are encouraged to avail the most economical means of transportation in going to and from the venue. Hiring vehicles is strictly prohibited per accounting rules and regulations.

5. Compensatory Time-Off (CTO) shall be granted in lieu of the workshop days that will fall on holidays in accordance with DepEd Order No. 53, s. 2003, Updated Guidelines on Grant of Vacation Service Credits to Teachers, and CSC-DBM Joint Circular No. 2, s. 2015, Policies and Guidelines on Overtime Services and Overtime Pay for Government Employees.

6. Please see DM-CT-2023-408 for the program of activities and other details for reference.
7. Compensatory Time-Off (CTO) is requested to be granted in lieu of the workshop days that will all on holidays in accordance with DepEd Order No. 53, s. 2003. Updated Guidelines on Grant of Vacation Service Credits to Teachers, and CSC-DBM Joint Circular No. 2, s. 2015, Policies and Guidelines on Overtime Services and Overtime Pay for Government Employees, respectively.

8. For any inquiry or concern, please contact the BLD-TLD, through Ms. Rosalie E. Bongon, Supervising Education Program Specialist, at email address rosalie.bongon@deped.gov.ph with a copy furnished at bld.tld@deped.gov.ph.

9. Immediate dissemination of this Memorandum is desired.

ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director

cc: cmtd/ROC6
Enclosure 1 - List of Participants

<table>
<thead>
<tr>
<th>SDO</th>
<th>Name</th>
<th>School</th>
<th>Nature of Participation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cavite Province</td>
<td>Jay-Ar Morales</td>
<td>Indang National Integrated High School</td>
<td>Scriptwriter</td>
</tr>
<tr>
<td>Rizal</td>
<td>Raymark G. Marin</td>
<td>San Jose National High School</td>
<td>Scriptwriter</td>
</tr>
<tr>
<td>Lucena City</td>
<td>Jezza Avy O. Tierra</td>
<td>Lucena West I Elementary School</td>
<td>Illustrator/Animator</td>
</tr>
<tr>
<td>Batangas Province</td>
<td>Mark Anthony C. Punongbayan</td>
<td>Nasugbu East Senior High School</td>
<td>Illustrator/Animator</td>
</tr>
</tbody>
</table>
MEMORANDUM
DM-CT-2023- 408

TO : TOLENTINO G. AQUINO
     Regional Director, Region 1

     ALBERTO T. ESCOBARTE
     Regional Director, Region IV CALABARZON

     GILBERT T. SADSAD
     Regional Director, Region V

     RAMIR B. UYTCO
     Regional Director, Region VI

     SALUSTINO T. JIMENEZ
     Regional Director, Region VII

     RUTH L. FUENTE
     Regional Director, Region IX

     ALLAN G. FARNAZO
     Regional Director, Region XI

     CARLITO D. ROCAFORT
     Regional Director, Region XII

     MA. INES C. ASUNCION
     Regional Director, Caraga

FROM : ALMA RUBY C. TORIO
       Assistant Secretary for Curriculum and Teaching
       Officer-in-Charge, Office of the Undersecretary
       for Curriculum and Teaching

SUBJECT : DEVELOPMENT OF DEPED TEACHES VIDEO LESSON
           EPISODES

Date : November 29, 2023

In line with the Department of Education's MATATAG agenda, specifically in giving
support to teachers to teach better and in optimizing the use of technology and
accelerating the integration of ICT in teaching and learning, the Bureau of Learning
Delivery (BLD) will spearhead a Workshop on the Development DepEd Teaches Video
Lesson Episodes. This will be conducted on December 18-19, 2023 at the National
Educators Academy of the Philippines (NEAP), Marikina City.
The activities aim to develop video lesson episodes to support teachers and learners by maximizing the use of virtual platform as part of the learning recovery strategies of the Department. It will be designed to assist teachers in teaching difficult to teach learning competencies and help learners enhance their understanding of the lessons while capturing and sustaining their interest.

In this light, this Office would like to request participants from your respective regions, composed of supervisors, school heads, and head teachers as scriptwriters and information technology officers as illustrators and video editors. They are requested to confirm their participation by registering through this link: https://tinyurl.com/DepEdTeachVideoEpisodes on or before December 10, 2023.

Participants are expected to arrive at the venue before 8:00 AM on December 18, 2023. The first meal to be served is breakfast and the last meal is dinner on December 19, 2023. Participants are advised to bring their laptops.

Travel expenses shall be charged against the BGC funds downloaded to regional offices, subject to the usual government accounting and auditing rules and regulations. Participants are encouraged to avail the most economical means of transportation in going to and from the venue. Hiring vehicles is strictly prohibited per accounting rules and regulations.

Compensatory Time-Off (CTO) shall be granted in lieu of the workshop days that will fall on holidays in accordance with DepEd Order No. 53, s. 2003, Updated Guidelines on Grant of Vacation Service Credits to Teachers, and CSC-DBM Joint Circular No. 2, s. 2015, Policies and Guidelines on Overtime Services and Overtime Pay for Government Employees.

Below are the enclosures:

- Enclosure 1 - Criteria for the Selection of Participants
- Enclosure 2 - Number of Participants Per Region
- Enclosure 3 - Program of Activities

For any inquiries or clarifications, please contact Ms. Rosalie E. Bongon, Supervising Education Program Specialist of BLD, through email at rosalie.bongon@deped.gov.ph with a copy furnished at bid.tld@deped.gov.ph.

For immediate dissemination and compliance.

Copy furnished:

REVSEE A. ESCOBEDO
Undersecretary for Operations
Republic of the Philippines

Department of Education

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

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For immediate dissemination and compliance.

Copy furnished:

REVSEE A. ESCOREDO
Undersecretary for Operations

1/F Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City
Direct Line: (632) 8633-7202/8687-4146 E-mail: ouci@deped.gov.ph
Enclosure 1

Criteria for the Selection of Participants

The following criteria provide a clearer and more detailed basis for selecting participants for the activity, ensuring that all those representatives to be sent by the regions possess the necessary skills, commitment, and capabilities to contribute effectively to the process:

1. Possess adequate understanding of the goals and objectives of the activity.
2. Exhibit outstanding skills, with the ability to produce video lesson episodes.
3. Demonstrate proficiency in utilizing technology tools and platforms related to video lesson development.
4. Have a history of consistently producing quality video lesson outputs.
5. Confirm availability and commitment to attending the entire workshop without any conflicting obligations on the scheduled workshop days.
6. Actively engage in discussions and workshops, providing valuable insights, ideas, and constructive feedback to enhance the video lesson development process.
7. Commit to meeting all deadlines for the submission of outputs, drafts, and related materials as required throughout the activity.
8. Ensure the ability to maintain physical, mental, and emotional fitness during the duration of the video lesson episodes development to maximize productivity and contribution.
**LIST OF PARTICIPANTS**

Workshop on the Development of DepEd Teaches Video Lesson Episodes  
December 18-19, 2023

<table>
<thead>
<tr>
<th>Region</th>
<th>Scriptwriter</th>
<th>Illustrator/Animator</th>
<th>Video Editor</th>
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<tbody>
<tr>
<td>I</td>
<td>2</td>
<td>1</td>
<td>3</td>
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<tr>
<td>IV-CALABARZON</td>
<td>2</td>
<td>1</td>
<td>3</td>
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<tr>
<td>V</td>
<td>2</td>
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<td>VI</td>
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<tr>
<td>CARAGA</td>
<td>2</td>
<td>1</td>
<td>3</td>
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</tbody>
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*Scriptwriters shall be selected from the participants in the series of workshops on the development of scriptwriting for video lessons for the implementation of DepEd Teaches.*

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1/F Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City  
Direct Line: (632) 8633-7202/8687-4146 E-mail: ouci@deped.gov.ph
# Indicative Program of Activities

December 18-19, 2023  
NEAP, Marikina City

<table>
<thead>
<tr>
<th>TIME</th>
<th>Day 1</th>
<th>Day 2</th>
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<tbody>
<tr>
<td></td>
<td><strong>OPENING PROGRAM</strong></td>
<td><strong>BREAKFAST</strong></td>
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<td>6:00 – 7:45</td>
<td>Plenary Session 1:</td>
<td><strong>MANAGEMENT OF LEARNING</strong></td>
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<tr>
<td></td>
<td>Presentation of the Video Lesson</td>
<td>Independent Task:</td>
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<tr>
<td></td>
<td>Scripts</td>
<td>Drafting of the of the Video</td>
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<td>Lesson Episodes</td>
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<tr>
<td>7:45 – 8:00</td>
<td>Plenary Session 2:</td>
<td>Presentation of Initial Outputs</td>
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<tr>
<td>8:00 – 9:00</td>
<td>Orientation on the Development of</td>
<td>and Critiquing</td>
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<td>Video Lesson Episodes</td>
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<td>9:00 – 10:00</td>
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<td>10:00 – 11:00</td>
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<td>11:00 – 12:00</td>
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<td>12:00 – 1:00</td>
<td><strong>LUNCH</strong></td>
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<tr>
<td>1:00 – 2:00</td>
<td>Independent Task:</td>
<td>Finalization of Initial Outputs</td>
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<td>Drafting of the Video Lesson</td>
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<td>2:00 – 3:00</td>
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<td>3:00 – 4:00</td>
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<td>4:00 – 5:00</td>
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**Officers of the Day**  
**TLD Specialists**  
**TLD Specialists**

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