



Republic of the Philippines  
**Department of Education**

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

**MEMORANDUM**  
**DM-CT-2024-380**

**TO :** **REGIONAL DIRECTORS**  
**SCHOOLS DIVISION SUPERINTENDENTS**  
**REGIONAL INFORMATION TECHNOLOGY OFFICERS**  
**ALL OTHERS CONCERNED**

**FROM :**   
**GINA O. GONONG**  
Undersecretary

**:**   
**JANIR T. DATUKAN**  
Assistant Secretary for Curriculum and Teaching

**SUBJECT :** **ADMINISTRATION OF THE PISA-SCIENCE PROGRAM PRE-TEST**

**DATE :** September 27, 2024

As part of its preparation for the 2025 Programme for International Student Assessment (PISA), the Department of Education will administer a pre-test to 15-year-old learners from Grade 7 and higher from **September 30 to October 11, 2024**. The pre-test will be administered using either the Learning Management System (LMS) or pen-and-paper modality.

In this regard, this Office issues the Guidelines for Administering the PISA-Science Program Pre-Test. Please refer to Annex A for the guidelines for administering the pre-test using the pen-and-paper modality and Annex B using the LMS. The cluster of Schools Division Offices is attached as Annex C.

For any concerns or inquiries, you may contact the Office of the Assistant Secretary for Curriculum and Teaching-Education Assessment and Alternative Education (OASCT-EAAE) via email at [oasct.eaae@deped.gov.ph](mailto:oasct.eaae@deped.gov.ph) or via landline through (+63 2) 8631-8495.

Copy-furnished:

**ATTY. REVSEE A. ESCOBEDO**  
Undersecretary for Operations



1/F Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City  
Direct Line: (+63 2) 8633-7202/8687-4146 E-mail: [ouct@deped.gov.ph](mailto:ouct@deped.gov.ph)



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## ANNEX A

### ADMINISTERING THE PRE-TEST USING PEN-AND-PAPER MODALITY

1. Access the Pre-Test questionnaire from Google Drive through this link:  
<https://bit.ly/PISA2025Resources>
2. Print the test questionnaire.
3. Administer the 30-minute Pre-Test to the identified 15-year-old learners in the school.
4. The teacher/proctor may request the learners to exchange papers and check their answers. The answers may be discussed in a separate session.
5. Gather the test questionnaire and input the scores using the template provided in the following link:  
<https://tinyurl.com/PRETESTSCORESHEETS>
6. Schools' Pre-Test results will be submitted to the Schools Division Offices (SDOs). SDOs will consolidate and submit school submissions to the Regional Offices.
7. The Regional Offices will submit the consolidated reports to the Office of the Undersecretary for Curriculum and Teaching–Education Assessment and Alternative Education (OASCT-EAAE) through [oasct.eaae@deped.gov.ph](mailto:oasct.eaae@deped.gov.ph).

***NOTE: Schools administering the Pre-Test using the pen-and-paper modality are advised to wait for the release of the Program Support Funds (PSF) for printing of tests and learning materials.***

## ANNEX B

### ADMINISTERING THE PRE-TEST USING THE LEARNING MANAGEMENT SYSTEM (LMS)

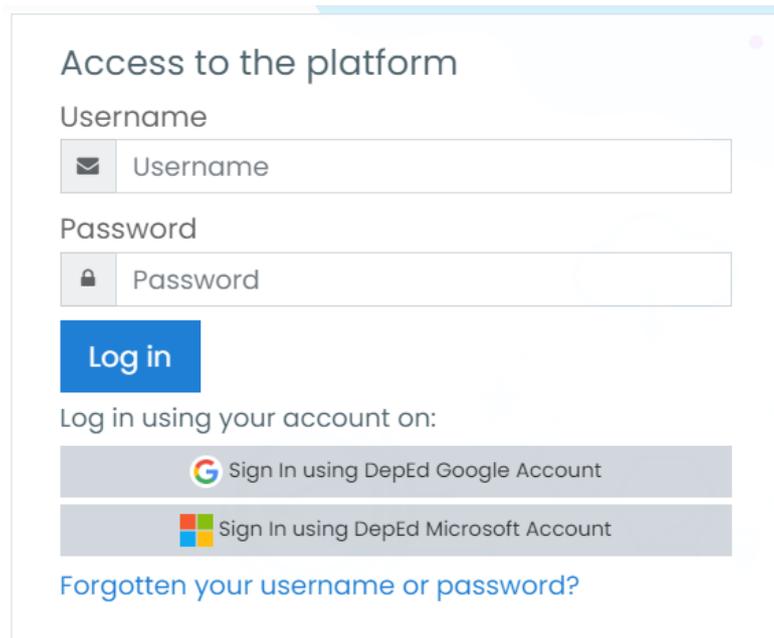
#### For the Learners:

1. **Access the DepEd LMS**

- Open your web browser and go to the DepEd Learning Management System (LMS) website (URL will be provided by your Division or School).

2. **Log In to Your Account**

- Log in using your DepEd Microsoft Account.



Access to the platform

Username

Username

Password

Password

Log in

Log in using your account on:

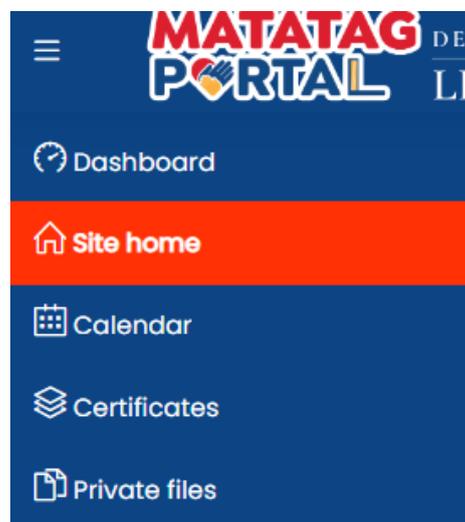
Sign In using DepEd Google Account

Sign In using DepEd Microsoft Account

[Forgotten your username or password?](#)

3. **Find the Right Course**

- Navigate to the **Site Home**.



- Locate the **Practice Test** category (this is the first category).

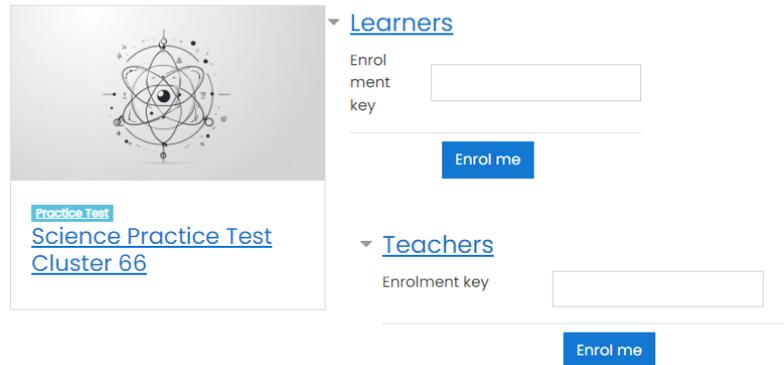
4. **Select Your Cluster**

- Refer to **Annex C** to find out which cluster your School Division Office (SDO) belongs to.
- Click on the course linked to your SDO cluster.

5. **Enroll in the Course**

- When prompted for the **enrollment key**, enter the following:
  - **PT\_Learners** (this is the key for learners to access the course).

Enrolment options



▼ [Learners](#)

Enrolment key

[Enrol me](#)

▼ [Teachers](#)

Enrolment key

[Enrol me](#)

- Click **Enroll Me**.

6. **Start the Assessment**

- Once enrolled, locate the assessment or test under the course content.
- Click on the assessment link to start the test.

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[Science Practice Test](#)

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[CLICK HERE TO TAKE THE PRACTICE TEST](#)

- Follow the instructions provided in the test and submit your answers once completed.

7. **Check for Completion**

- After submitting the assessment, log out from the system.

**For Teachers (to check the learner's scores):**

1. **Access the DepEd LMS**
  - Open your web browser and go to the DepEd Learning Management System (LMS) website.
2. **Log In to Your Account**
  - Login using DepEd Microsoft Account or DepEd Google Account.
3. **Find the Right Course**
  - Navigate to the **Practice Test** category.
4. **Select the Cluster**
  - Based on the learner's Division, select the appropriate cluster from the list of courses provided.
5. **Enroll in the Course**
  - When prompted for the **enrollment key**, enter the following:
    - **PT\_Teachers** (this is the key for teachers to access and review learner progress).
  - Click **Enroll Me**.
6. **Access Learner Grades**
  - After enrolling, go to the gradebook or progress tracking section of the course.
  - Here, you can check the grades or scores of learners who have completed the assessment.

**ANNEX C**

**SCHOOLS DIVISION OFFICE CLUSTERS IN THE LMS**

<b>LMS TENANT</b>	<b>LMS Course</b>	<b>SDO</b>
R1	Cluster 1	Alaminos City
		Pangasinan I, Lingayen
	Cluster 2	Batac City
		Candon City
		Dagupan City
		Ilocos Norte
		Ilocos Sur
	Cluster 3	La Union
		Laoag City
		San Fernando City
	Cluster 4	Vigan City
		Pangasinan II, Binalonan
		San Carlos City
R2	Cluster 5	Urdaneta City
		Cagayan
	Cluster 6	Isabela
		Batanes
	Cluster 7	Cauayan City
		City of Ilagan
		Nueva Vizcaya
		Quirino
Santiago City		
Tuguegarao City		
R3-1	Cluster 8	Bulacan
		Nueva Ecija
	Cluster 9	Cabanatuan City
		City of San Jose Del Monte
		Gapan City
	Cluster 10	San Jose City
		Science City of Muñoz
		Aurora
Cluster 11	Malolos City	
	Meycauayan City	
R3-2	Cluster 12	Pampanga
		Angeles City
	Cluster 13	Balanga City
		Bataan
		Mabalacat
	Cluster 14	Olongapo
		San Fernando City
		Zambales
		Tarlac Province
	Cluster 15	Tarlac City
Cavite Province		
R4A1	Cluster 16	Bacoor City
		Cavite City
	Cluster 17	

		Dasmaringas City
	Cluster 19	General Trias City Imus City
R4A2	Cluster 20	Quezon
	Cluster 21	Laguna
	Cluster 22	Binan City
		Cabuyao City
		Calamba City
	Cluster 23	Lucena City
		San Pablo City
San Pedro City		
Sta. Rosa City		
		Tayabas City
R4A3	Cluster 24	Antipolo City
	Cluster 25	Batangas
	Cluster 26	Rizal
	Cluster 27	Batangas City
Tanauan City		
Lipa City		
R4B	Cluster 28	Calapan
		Marinduque
		Romblon
	Cluster 29	Occidental Mindoro
		Oriental Mindoro
Cluster 30	Palawan	
	Puerto Princesa City	
R5-1	Cluster 31	Albay
		Legaspi City
		Ligao City
		Tabaco City
	Cluster 32	Camarines Norte
Masbate City		
Cluster 33	Masbate	
R5-2	Cluster 34	Camarines Sur
	Cluster 35	Catanduanes
		Iriga City
		Naga City
	Cluster 36	Sorsogon
Sorsogon City		
R6-1	Cluster 37	Negros Occidental
	Cluster 38	Bacolod City
		Bago City
		Capiz
	Cluster 39	Cadiz City
		Escalante City
		Himamaylan City
		Kabankalan City
		La Carlota City
		Sagay City
San Carlos City		
Silay City		
Sipalay City		

		Victorias City
R6-2	Cluster 40	Aklan
		Antique
	Cluster 41	Guimaras
		Iloilo City
Passi City		
	Roxas City	
	Cluster 42	Iloilo
R7-1	Cluster 43	Dumaguete City
		Guihulngan City
		Negros Oriental
		Siquijor
		Tagbilaran City
		Canlaon City
		Tanjay City
	Cluster 44	Bais City
		Bayawan City
		Bohol
r7-2	Cluster 45	Bogo City
		Carcar City
		Cebu City
		City of Naga, Cebu
		Danao City
	Cluster 46	Cebu
	Cluster 47	Lapu-Lapu City
		Mandaue City
		Talisay City
		Toledo City
R8	Cluster 48	Leyte
	Cluster 49	Northern Samar
		Samar (Western Samar)
	Cluster 50	Baybay City
		Biliran
		Borongan City
		Calbayog City
		Catbalogan City
		Eastern Samar
		Maasin City
	Cluster 51	Ormoc City
		Southern Leyte
		Tacloban City
R9	Cluster 52	Dapitan City
		Dipolog City
		Zamboanga del Norte
	Cluster 53	Isabela City
		Pagadian City
		Zamboanga City
	Cluster 54	Zamboanga del Sur
		Zamboanga Sibugay
R10	Cluster 55	Bukidnon
	Cluster 56	Cagayan de Oro City

		Camiguin	
		El Salvador	
		Gingoog City	
		Iligan City	
	Cluster 57	Lanao del Norte	
		Malaybalay City	
		Misamis Occidental	
	Cluster 58	Misamis Oriental	
		Oroquieta City	
		Ozamis City	
		Tangub City	
			Valencia City
R11	Cluster 59	Davao City	
	Cluster 60	Davao De Oro	
		Davao del Norte	
	Cluster 61	Davao del Sur	
		Davao Occidental	
		Davao Oriental	
	Cluster 62	Digos City	
		Island Garden City of Samal	
		Mati City	
		Panabo City	
			Tagum City
	R12	Cluster 63	General Santos City
Kidapawan City			
Cluster 64		Koronadal City	
		North Cotabato	
Cluster 65		Sarangani	
		South Cotabato	
Cluster 66	Sultan Kudarat		
	Tacurong City		
CAR	Cluster 67	Abra	
		Apayao	
		Baguio City	
		Benguet	
	Cluster 68	Ifugao	
		Kalinga	
Mt. Province			
		Tabuk City	
CARAGA	Cluster 69	Agusan del Norte	
		Agusan del Sur	
		Bayugan City	
	Cluster 70	Bislig City	
		Butuan City	
		Cabadbaran City	
		Dinagat Island	
		Siargao	
	Cluster 71	Surigao City	
Surigao del Norte			
Surigao del Sur			
		Tandag City	
NCR1	Cluster 72	Caloocan City	

	Cluster 73	Manila
	Cluster 74	Paranaque City Taguig City and Pateros
	Cluster 75	City of San Juan Las Piñas City Malabon City Navotas
NCR2	Cluster 76	Quezon City
	Cluster 77	Makati City
		Mandaluyong City
		Muntinlupa City
	Cluster 78	Marikina City Valenzuela City
	Cluster 79	Pasay City Pasig City