



Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS
DIVISION OF CITY SCHOOLS - TAGBILARAN CITY

Division Superintendent

DIVISION MEMORANDUM

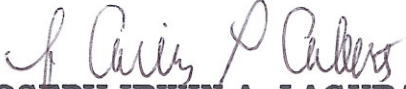

September 20, 2021

No. *362*, s. 2021

PROJECT B.T.S.: A BALIK ESKWELA DIGITAL LITERACY STARTER PACK

To: Public Elementary and Secondary School Heads
All Others Concerned

1. Pursuant to Regional Memorandum No. 0813, s. 2021 dated September 16, 2021, this office announces the **conduct of an online training on the use of Office 365 accounts of all students and teachers** entitle **Project B.T.S.: A Balik Eskwela Digital Literacy Starter Pack on October 01, 2021, 2:00-4:00 P.M.** via Microsoft Teams and DepEd Tayo- Youth Formation official facebook page.
2. Participants to this training are all learners and teachers with internet connectivity.
3. **School Heads, Teachers, and elementary and secondary learners** shall pre-register at www.blssyfd.weebly.com **on or before September 30, 2021**. Please refer to the attached Execution Manual of this OUA Memo.
4. For your information and guidance.
5. Immediate and wide dissemination of this Memorandum is desired.


JOSEPH IRWIN A. LAGURA PhD
Schools Division Superintendent 

JIAL/CPC/SGOD/BCL/jpp2021



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Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS

DEPED TAGBILARAN CITY DIVISION
SDS OFFICE
DOWNLOADED
DATE: 9/16/21

Office of the Regional Director

SEP 16 2021

REGIONAL MEMORANDUM

No. **0813** s. 2021

PROJECT B.T.S.: A BALIK ESKWELA DIGITAL LITERACY STARTER PACK

To: Schools Division/City Superintendents
Officers-in-Charge of Regular/Interim Divisions
All Others Concerned

1. Attached is OUA Memorandum 00-0921-0171, dated September 15, 2021 on the conduct of an online training on the use of Office 365 accounts of all students and teachers entitled Project B.T.S.: A Balik Eskwela Digital Literacy Starter Pack on October 01, 2021, 2:00-4:00 P.M. via Microsoft Teams and DepEd Tayo - Youth Formation official facebook page. This activity is spearheaded by the Bureau of Learner Support Services – Youth Formation Division (BLSS-YFD) in cooperation with the Information and Communication Technology Service (ICTS).

2. Schools Division Superintendents are hereby requested to ensure that all learners and teachers with internet connectivity will participate in the training. All Division Information Officers are enjoined to share the live event on their respective division facebook pages.

3. School Heads, Teachers, and elementary and secondary learners shall pre-register at www.blssyfd.weebly.com on or before September 30, 2021. Please refer to the attached Execution Manual of this OUA Memo.

4. Furthermore, two coordination meetings for Information Technology Officers and Youth Formation Coordinators will be conducted on September 17, 2021, Friday via Microsoft Teams.

Participants	Time Schedule	MS Teams Meeting Link
Regional and Division Information Technology Officers	9:00 – 11:00 A.M.	https://bit.ly/3nylRRJ
Regional and Division Youth Formation Coordinators	2:00 – 4:00 P.M.	https://bit.ly/3z6d9fu

5. For questions and concerns, please contact Mr. Adolf P. Aguilar, Chief, BLSS-YFD through mobile no 0975-9336317 or email address at blss.yfd@deped.gov.ph.

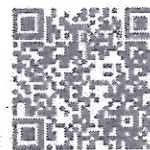
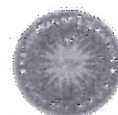
6. Immediate dissemination of this Memorandum is desired.

SALUSTIANO T. JIMENEZ EdD, JD, CESO V
Director IV
Regional Director

STJ/CAE/ESSD/TTR/PVJ



Address: Doña M. Gaisano St., Sudlon, Lahug, Cebu City
Telephone Nos.: (032) 231-1433; (032) 414-7399
Email Address: region7@deped.gov.ph



OUA000-0921-0171
To visit our website, please scan the QR Code.

Republika ng Pilipinas

Kagawaran ng Edukasyon

Tanggapan ng Pangalawang Kalihim

OUA MEMO 00-0921-0171

MEMORANDUM

15 September 2021

**For: Regional Directors and Minister
BARMM Education Minister
Schools Division Superintendents
Regional and Division Youth Formation Coordinators
School Heads
Supreme Student Government and Supreme Pupil
Government Teacher-Advisers
All Others Concerned**

Subject: PROJECT B.T.S: A BALIK ESKWELA DIGITAL LITERACY STARTER PACK

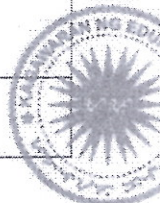
The Office of the Undersecretary for Administration (OUA), through the Bureau of Learner Support Services-Youth Formation Division (BLSS-YFD), in cooperation with the Information and Communications Technology Service (ICTS) and Microsoft Philippines, will be holding **an online training on the use of Office 365 accounts of all students and teachers.**

This is through **Project B.T.S: A Balik Eskwela Digital Literacy Starter Pack** on **Friday, 01 October 2021, 2:00-4:00 p.m.** via **Microsoft Teams** and **DepEd Tayo-Youth Formation** official Facebook page.

In this light, the OUA hereby requests all Regional Directors and Schools Division Superintendents, through their respective Information Technology Officers (ITOs) and Youth Formation Coordinators (YFCs), to ensure that all learners and teachers with internet connectivity will participate in the training.

Furthermore, there will be two (2) coordination meetings to be conducted on **Friday, 17 September 2021** via **Microsoft Teams**. Please refer to the schedule below for your reference:

Schedule	Participants	Microsoft Teams Meeting Link
9:00 a.m.-11:00 a.m.	Information Technology Officers (ITOs)	https://bit.ly/3nylRRJ
2:00 p.m.-4:00 p.m.	Youth Formation Coordinators (YFCs)	https://bit.ly/3z6d9fu



Office of the Undersecretary for Administration (OUA)


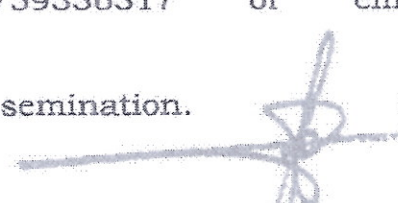
[Administrative Service (AS), Information and Communications Technology Service (ICTS), Disaster Risk Reduction and Management Service (DRRMS), Bureau of Learner Support Services (BLSS), Baguio Teachers Camp (BTC), Central Security & Safety Office (CSSO)]



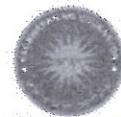
All regional and division Information Officers are hereby requested to share the live event on their regional and division Facebook pages. School heads, teachers and students in elementary and high school shall pre-register at www.blssyfd.weebly.com on or before 30 September 2021. For more details about the event, please refer to the Execution Manual attached below.

For questions or concerns, please contact Adolf P. Aguilar, YFD Chief, through cellphone number 09759336317 or email at blss.yfd@deped.gov.ph.

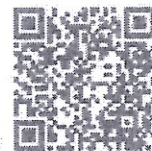
For your information and widest dissemination.



ALAIN DEL B. PASCUA
Undersecretary



CUAD05-0021-0 171
To authenticate this document,
please scan the QR Code.





EXECUTION MANUAL

Project B.T.S: A Balik Eskwela Digital Literacy Starter Pack (In partnership with the Youth Formation Division)

ACTIVITY

This activity aims to support K12 learners, teachers and parents during the opening of the classes by helping them maximize the full benefits of Microsoft O365 for virtual classes. This event will also serve as a venue to launch the joint programs of Microsoft and YFD that aim to complement the following learning areas and skills needed by our youth today: Societal engagement, technical skills, social skills, creativity and innovation skills, affective skills and self-mastery skills.

TARGET DATE: 01 October 2021

OBJECTIVES:

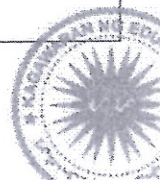
- a. Support YFD in the implementation of its initiatives across the region by equipping learners and teachers with the right digital tools and skilling program.
- b. Activate all DepEd O365 learner and teacher accounts.
- c. Introduce teams as the primary tool for the delivery of virtual lectures.
- d. Introduce Microsoft-YFD programs to empower learners:
 - Microsoft Youth Ambassadors Program
 - Digital Literacy Certification for learners

SETUP

- a. Hosted in Teams as a Live Event by YFD and the DepEd field offices.
- b. Event to be mounted by YFD and co-facilitated with Microsoft Philippines.
- c. To be streamed live on DepEd's YFD social media page to reach learners with no O365 accounts yet.

EVENT FLOW

Time	Activity	Proponents
1:30 – 2:00	Admission of participants in MS Teams	YFD and Microsoft
2:00 – 2:15	Opening ceremony <ul style="list-style-type: none"> • Message from the OUA (10 mins) • Message from ICTS (5 mins) 	Usec. Alain Del B. Pascua, Undersecretary for Administration Dir. Abram Abanil, ICTS Director



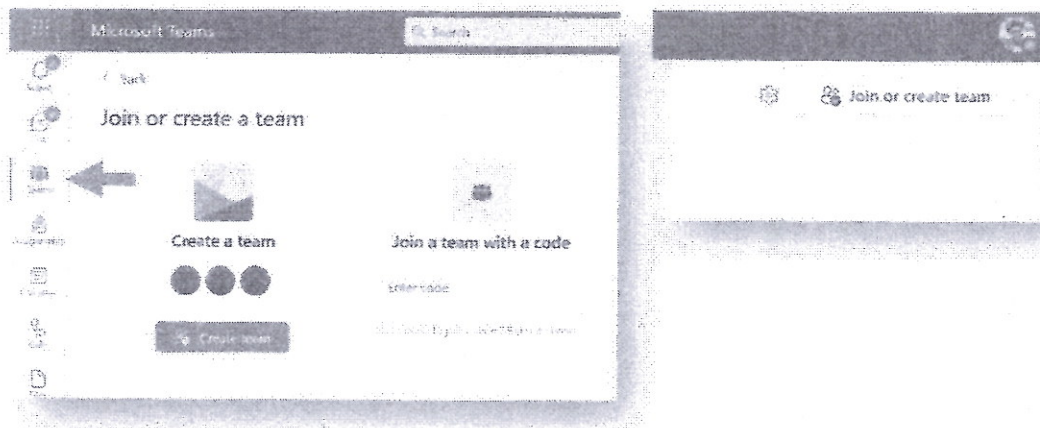
2:15 - 3:15	<ul style="list-style-type: none"> • Overview of O365, its benefits and how to get it. • Microsoft Teams and how it can help them in their virtual classes • How to activate the learner account (and other important instructions) <p><i>*Note: This is not a deep-dive technical discussion.</i></p>	Kristian Catahan Customer Success Manager, Microsoft Philippines
3:15 - 3:20	Raffle winners - Batch 1 of 2	Host
3:20 - 3:40	<p>Introduction of Microsoft-YFD programs:</p> <ul style="list-style-type: none"> • Microsoft Youth Ambassadors Program • Digital Literacy Certification for Learners 	Microsoft Philippines and YFD
3:40 - 3:45	Message from Microsoft	Joanna Rodriguez Public Sector Lead, Microsoft Philippines
3:45 - 3:55	<p>Final message from YFD</p> <p>Calls-to-action for participants</p>	Adolf Aguilar, Division Chief for YFD
3:55 - 4:00	<p>Raffle winners - Batch 2 of 2</p> <p>End of Event</p>	Host



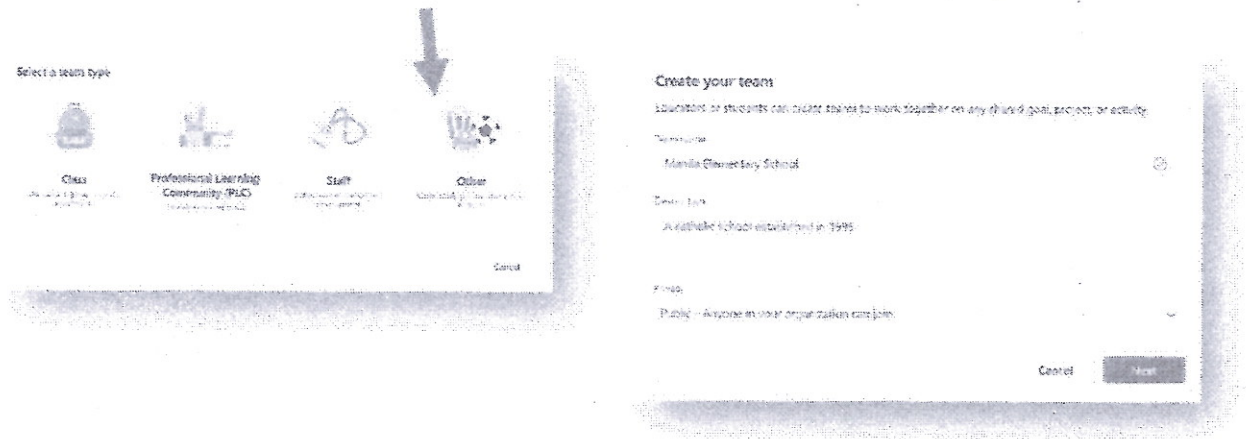
Appendix A – Creation of Teams for the School and Its Learners (To be communicated to School ICT coordinators)

STEP 1: Mag log-in sa teams.microsoft.com.

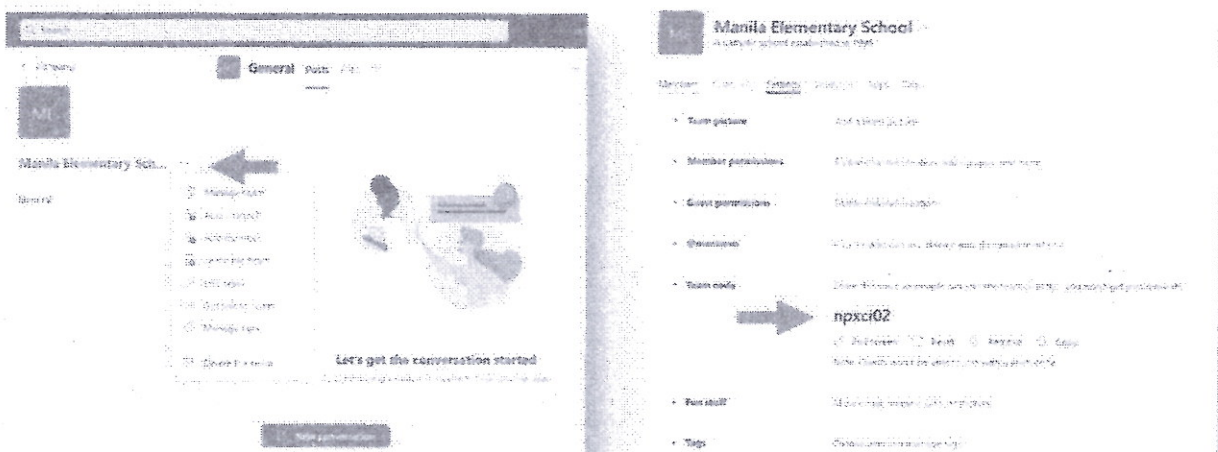
STEP 2: Pumunta sa "Teams." I-click ang "join or create Team" at "Create Team."



STEP 3: Piliin ang team type "Other" at lagyan ng wastong detalye ang iyong Team bago i-confirm.



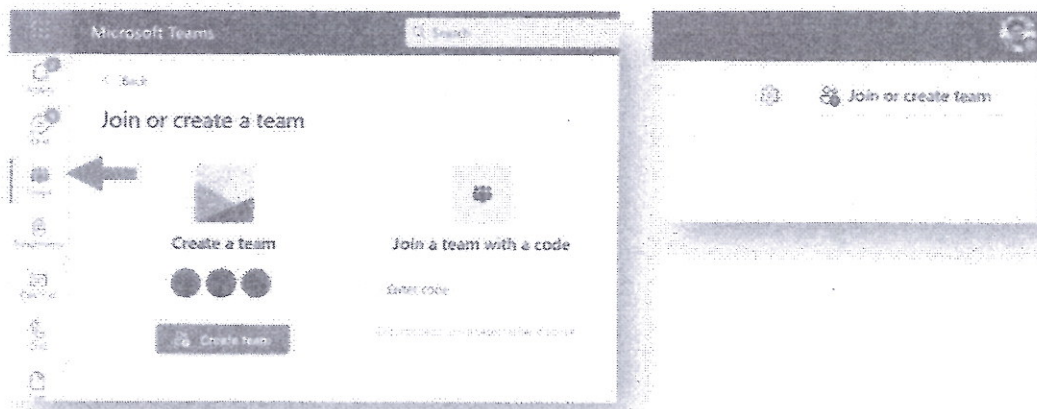
STEP 4: I-click ang "..." at ang "Manage team." Pumunta sa settings at sa "Team code" upang makuha ang join code. Ibahagi ang Team code na ito sa ating mag-aaral upang makasali.



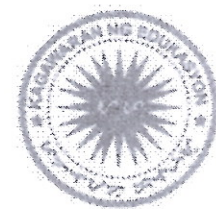
Appendix C – Joining Their School’s Team (To be communicated to learners, parents / guardians)

STEP 1: Mag log-in sa teams.microsoft.com.

STEP 2: Pumunta sa “Teams” at i-click ang “join or create Team.”



STEP 3: Ilagay ang join code na ibinigay ng paaralan upang makasali.





Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS

Office of the Regional Director

SEP 16 2021

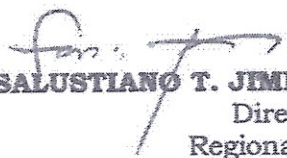
REGIONAL MEMORANDUM

No. **0814**, s. 2021

INVITATION TO PARTICIPATE VIRTUAL CONFERENCE ON RESTORATIVE PRACTICES: PROMOTING A POSITIVE SCHOOL CULTURE AND CLIMATE

To: Schools Division Superintendents
Public and Private Elementary and Secondary School Heads

1. The Academic Development for Global Leadership in Education Philippines (ADGLEph) in coordination with the Department of Education (DepEd) Region 7 offers an International Virtual Conference on Restorative Practices: Promoting a Positive School Culture and Climate on October 1-3, 2021 with the theme ***"Ideas and Components of Restorative Practices are the Keys for Enhancing Quality Education"***.
2. In view thereof, the Division Offices are encouraged to invite teachers to participate this free virtual training as a tribute to them on the Teachers' Day because we believe that Teachers are the heart of public education and inspire students to reach out and move beyond their horizons.
3. Interested teachers are required to register in this link <https://docs.google.com/forms/d/17FKGw17JuZwbfzgAapIjWB37k4efs3LSImf3-hsajY/edit#responses>.
4. For questions and clarifications, refer to attached communication letter from ADGLEph or contact Mr. Ranilo L. Edar through his mobile no. 09287941159.
5. Immediate dissemination of this memorandum is desired.


SALUSTIANO T. JIMENEZ JD, EdD, CESO V
Director IV
Regional Director



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Academic Development for Global Leadership in Education Philippines



SEC REG. NO. : 2021060015961-53

August 14, 2021

Dear Sir/Madam:

Greetings of peace

Teachers are the heart of public education. Opening doors to a world of knowledge, is the challenge that teachers worldwide undertake and fulfill every day in their schools, their communities and their homes. Through their efforts and imagination, teachers inspire students to reach out and move beyond their horizons. Good teaching results in ensuring that we, as a society, have knowledgeable and forward-looking citizens who can assume the mantle of leadership in the future.

To give tribute to our dear teachers on the Teachers' Day, the **ACADEMIC DEVELOPMENT FOR GLOBAL LEADERSHIP IN EDUCATION PHILIPPINES (ADGLEph)** offers an **INTERNATIONAL VIRTUAL CONFERENCE ON RESTORATIVE PRACTICES: PROMOTING A POSITIVE SCHOOL CULTURE AND CLIMATE** on **October 1-3, 2021** with the theme: **"IDEAS AND COMPONENTS OF RESTORATIVE PRACTICES ARE THE KEYS FOR ENHANCING QAULITY EDUCATION.**

In the aforementioned, I would like to invite your teachers to attend to this free event.

We are hoping that this request merits your approval.

Thank you and more powers!

Very truly yours,

VICTORIO R. BROÑOLA JR., MS., DPed

Founder and Chairman

ADGLE Philippines

09556853056



Facebook Group: ADGLE PHILIPPINES

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