

Republic of the Philippines  
Department of Education  
REGION VII – CENTRAL VISAYAS  
Division of City Schools – Tagbilaran City

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**Office of the Schools Division Superintendent**

October 10, 2024

DIVISION MEMORANDUM

No. 722, s.2024

**Series of Training Workshops on the Development and Conversion  
of Learning Resources to Multimedia Formats**

To: Chief Education Supervisor – CID  
Public Elementary and Secondary School Heads  
Education Program Supervisors  
Project Development Officer II – LRMS  
Division Librarian  
All Others Concerned

1. This office through the Curriculum Implementation Division – Learning Resource Management Section (CID-LRMS) will conduct a Series of Training Workshop on the Development and Conversion of Learning Resources to Multimedia Formats on the following dates , **October 18-19** and **October 25-26, 2024** within Tagbilaran City, exact venue is to be announced.

2. This activity aims to:

- a. capacitate development team on the conversion and development of learning resources using multi-media formats;
- b. provide the development team the guidance on the content, instructional design and technical specifications in the development/ production of multimedia learning resources;
- c. develop and interactive learning resources and engaging multimedia learning resources

3. The participants are required to bring laptop, extension cord, pocket wifi and reference materials ( ex. Textbooks, SLMs). Participant for Photography and Lay-outing are advised to bring their own camera ( DSLR if available)

4. Expenses for accommodation, meals and snacks of participants shall be charged against Flexible Learning Option (FLO) – for Learning Resource Management System Funds subject to the usual accounting and auditing rules and regulations.

5. For the activity scheduled on a Saturday, teacher participants are entitled to a one -day service credit under DepEd Order No. 11, s. 2011 and DepEd Order No. 53, s.2003. Likewise, the non-teaching personnel shall be allowed to avail of the Compensatory Time Off (CTO) per CSC Joint Circular No. 2, s. 2004.

6. Attached is the list of the participants and the Training Management Team.

7. For queries and concern please contact the Curriculum and Implementation Division (CID) and look for Dr. Neolita S. Sarabia – EPSvr-LRMS

8. Immediate and wide dissemination of this Memorandum is highly directed.

**WILFREDA D. BONGALOS, PhD, CESO V**  
Schools Division Superintendent

WDB/JAAL/CID/JTB/ NJS



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**LIST OF PARTICIPANTS**

**Group 1 – October 18-19 and 26, 2024**  
**Selected Grade 1-3 Teachers**  
**Topic – PowerPoint and Lumi App**

No.	NAME	SCHOOL
<b>ENGLISH</b>		
1	Glaiza Jala	Dao Elementary School
2	Marlyn Baluca	San Isidro Elem. School
3	Hazel Mae Baliguian	City East Elem. School
4	Karen Gale Bersabe	Cogon Elem. School
5	Jean Albuladora	City East Elem. School
6	Evelyn P. Talledo	Tagbilaran City Central Elem. Sch.
7	Farrah Estose	Mansasa Elem. School
8	Mary Lyn Bulasa	Taloto Elem. School
9	Lizarette Mosquera	Dampas Elem. School
10	Mary April L. Macalisang	Ubujan Ele, School
<b>FILIPINO</b>		
11	Sir James Membreve	City East Elem. School
12	Marilou Wong	Eastern Cogon Elem. School
13	Sylvia Mahumas	Cabawan Elem. School
14	Concepcion C. Simpao	Ubujan Elem. School
15	Noveliza B. Requilmen	Dao Elem. School
16	Ma. Dionesa Viodor	Cogon Elem. School
17	Ma. Loida Jandayan	Cogon Eelem School
18	Romeo Balon	Booy Elem. School
19	Josephine Acedo	Dao Elem. School
20	Richelle Belocura	San Isidro Elem. School
<b>MATHEMATICS</b>		
21	Irene C. Malicse	City East Elem. School
22	Cristelyn Saturinas	Ubujan Elem. School
23	Venice Marie Lambus	Cogon Elem. School
24	Maylin Iñigo	Manga Elem. School
25	Hazel Torillo	Tiptip Elem. School
26	Christine Faith Rios	Taloto Elem. School
27	Delia A. Bumotad	Booy Elem. School
28	Belen B. Benolirao	Tagbilaran City Central Elem. Sch.
29	Rishelle Anne Ofamen	Tagbilaran City Central Elem. Sch.
30	Mary Grace Madula	Tagbilaran City Central Elem. Sch.



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**LIST OF PARTICIPANTS**

**Group 2 – October 18-19 and October 25-26, 2024**  
**Participants – ICT Groups**  
**Topic – Photography ,Lay-outing**

No.	NAME	SCHOOL
1	Janette P. Jaluag	Bool Elem. School
2	Janet R. Missiona	Booy Elem. Schook
3	Oliver G. Arcillas	Booy South Elem. School
4	Christine B. Gallo	Cabawan Elem. School
5	Ma. Fe P. Bondalo	City East Elem. School
6	Sarah Jane T. Cacho	Cogon Elem. School
7	Clein Membreve	Cogon Elem. School
8	Maria Vivina M. Pastolero	Dampas Elem. School
9	Alice A. Tabuno	Dao Elem. School
10	Glenda E. Caberte	Eastern Cogon Elem. School
11	Ethyl B. Escaberte	Manga Elem. School
12	Marielle S. Allosada	Mansasa Elem. School
13	Linie S. Saludo	San Isidro Elem. School
14	Lynlee Marie M. Go	Tagbilaran City Central Elem. Sch.
15	Virgilio Tupos	Tagbilaran City Central Elem. Sch
16	Rodilyn A. Sab	Taloto Elem. School
17	Nimpha A. Orot	Tiptip Elem. School
18	Concepcion C. Simpao	Ubujan Elem. School
19	Floredil Pelin	DCPNHS- JHS
20	Leah Marie Gamayot	DCPNHS- JHS
21	Eva F. Budiongan	DCPNHS- SHS
22	Renoir Apalisok	Cogon National High School
23	Christine Tiara Zamora	Manga National High School
24	Bill Chester Lelis	Manga National High School
25	Sheila Mae Racho	Mansasa National High School
26	Lorna B. Lumayag	San Isidro National High School
27	Jose Arnel Rosal	Tagbilaran City Science High Sch.
28	Marjorie Arances	City of Tagbilaran High School
29	Tomas Maquiling	Taloto National High School
30	Charith C. Acero	TCHS-HI



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**LIST OF PARTICIPANTS**

**Training and Management Team**

No.	NAME	Position/ Office
1	Dr. Janet T. Butalid	OIC- Chief CID
2	Dr. Neolita S. Sarabia	EPSvr -LRMS – Division Office
3	Dr. Aimee T. Amistoso	EPSvr – English – Division Office
4	Dr. Beatriz Incog	EPSvrs -Filipino- Division Office
5	Dr. Elisa B. Geagonia	EPSvr – Math – Division Office
6	Dr. Nenita J. Incog	EPSvr – Araling Panlipunan
7	Dr. Cherry Michelle Colleyer	EPSvr – Science – Division Office
8	Dr. Juanita C. Lafuente	EPSvr- Kindergarten – Division Office
9	Mr. Joseph C. Barrete	EPSvr- TLE/TVL – Division Office
10	Mr. Alberto A. Lacang	EPSvr – MAPEH – Division Office
11	Mr. Simon T. Rios	PDO II – LRMS – Division Office
12	Ms. Emily L. Acabo	Division Librarian
13	Dr. Filomena C. Tanggaan	SEPS – HRDD - SGOD
14	Dr. Esther L. Cagas	SEPS – M an E - SGOD
15	Mr. Jose Mariñas III	Division ITO
16	Arnelie Jean Matuod	Secretary -CID
17	Mr. Jesilo G. Jala	Principal – City of Tagbilaran High Sch.
18	Ms. Editha G. Gone	Principal – City East Elementary School
19	Mr. Sherwin Sapong	Trainer
20	Mr. Felix Mago Miguel	Trainer