



Republic of the Philippines
Department of Education

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

MEMORANDUM
DM-CT-2023-309

TO : **REGIONAL DIRECTORS**
MINISTER, MINISTRY OF BASIC EDUCATION, HIGHER,
AND TECHNICAL EDUCATION

FROM : 
GINA O. GONONG
Undersecretary for Curriculum and Teaching

SUBJECT : **WORKSHOP ON THE DEVELOPMENT OF SESSION**
GUIDES IN THE INTEGRATION OF EMERGING
TECHNOLOGIES IN TEACHING AND LEARNING

Date : September 4, 2023

In line with the MATATAG agenda in optimizing the use of technology and accelerating the integration of ICT in teaching and learning, the Bureau of Learning Delivery (BLD) will spearhead the conduct of activities for educational technology.

The following are the details of each activity:

Activity	Date	Venue
Workshop on the Development of Session Guides in the Integration of Emerging Technologies in Teaching and Learning	October 10-13, 2023	Within NCR
Workshop on the Refinement of Session Guides in the Integration of Emerging Technologies in Teaching and Learning	October 16-18, 2023	Within NCR
Workshop on the Finalization of Session Guides in the Integration of Emerging Technologies in Teaching and Learning	October 26-27, 2023	NEAP, Marikina City
Training of Trainers on Emerging Technologies for Teaching and Learning	November 20-22, 2023	NEAP, Marikina City

The workshops aim to develop session guides that will highlight how the use of emerging technologies can enhance the teaching and learning process.

The participants from each region shall be composed of education supervisors, school heads, specialists, and/or Information Technology Officers. The Regional and Division Offices are highly encouraged to fully support the participants in this activity. Participants are requested to register at <https://tinyurl.com/SGEmerging> on or before September 15, 2023.



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Participants are expected to arrive at the venue before each workshop commences at 9:00 AM on Day 1. The first meal is breakfast on Day 1 and the last meal is PM snacks on the last day of each activity. Participants are advised to bring their laptops.

Service credits for teaching personnel and Compensatory Time-Off (CTO) for non-teaching personnel will 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, 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 1.1 – 1.2 - Number of Participants Per Region
- Enclosure 2.1 – 2.3 - Program of Activities
- Enclosure 3 - Criteria for the Selection of Participants

~~The~~ travel expenses shall be charged against BEC travel funds downloaded to each region, subject to the usual government accounting and auditing rules and regulations. Participants are encouraged to avail the most economical means of transport in going to and from the venue.

For inquiries and other concerns, please contact the EdTech Team through email at bld.od@deped.gov.ph copy furnished bld.tld@deped.gov.ph.

For immediate dissemination and compliance.

Copy furnished:

REVSEE A. ESCOBEDO
Undersecretary for Operations

Enclosure 1.1

List of Participants
Writeshop on the Development of Session Guides for the Training on
Emerging Technologies for Teaching and Learning
October 10-13, 2023

Region	Number of Participants
I	1
II	1
III	1
IV CALABARZON	1
IV MIMAROPA	1
V	1
VI	1
VII	1
VIII	1
XI	1
XII	1
CAR	1
NCR	1
CARAGA	1
Total	14

List of Participants
Writeshop on the Refinement of Session Guides for the Training on
Emerging Technologies for Teaching and Learning
October 16-18, 2023

Region	Number of Participants
I	1
III	1
IV CALABARZON	1
IV MIMAROPA	1
VI	1
VII	1
VIII	1
IX	1
XI	1
NCR	1
CARAGA	1
Total	11

List of Participants
Writeshop on the Finalization of Session Guides for the Training on
Emerging Technologies for Teaching and Learning
October 26-27, 2023

Region	Number of Participants
I	1
III	1
IV CALABARZON	1
IV MIMAROPA	1
V	1
VII	1
VIII	1
X	1
XII	1
NCR	1
CARAGA	1
Total	11

List of Participants
Training of Trainers on the Emerging Technologies for Teaching and Learning
November 20-22, 2023

Region	Number of Participants
I	2
II	2
III	2
IV CALABARZON	1
IV MIMAROPA	1
V	2
VI	1
VII	2
VIII	1
IX	1
X	2
XI	2
XII	1
CAR	2
NCR	1
CARAGA	1

Enclosure 3

Criteria for the Selection of Writers

Selected participants are expected to:

- Possess adequate knowledge on the activity;
- Have an excellent writing skills and adept with the usage of technology;
- Have an excellent track record in producing quality outputs;
- Have no other participation in other activities on the days of the workshop that requires them to excuse themselves from completing the required days of the workshop;
- Participate actively and provide inputs during the workshop; and
- Be able to strictly meet deadlines; and physical, mentally, and emotionally fit

**Workshop on the Development of Session Guides for Integration of Emerging Technologies
in Teaching and Learning**

October 10-13, 2023

Indicative Program of Activities

TIME	Day 1	Day 2	Day 3	Day 4
6:00 - 7:45	Opening Program Plenary • Technology integration in teaching and learning • Emerging technologies in teaching and learning • Q & A	Management of Learning	Management of Learning	Management of Learning
7:45 - 8:00		(Writeshop 1): Drafting of the session guide	Peer Review and Feedback on Content	(Writeshop 3): Cross-review/Giving of feedback
8:00 -10:00			Plenary: Presentation and critiquing of output	
10:00 – 12:00				
12:00 - 1:00	Lunch			
1:00 - 2:00	• Inputs on session guide preparation (c/o NEAP) • Selecting focus areas (emerging technologies) for the session guide • Writeshop Mechanics (Writeshop 1): Drafting of the session guide	(Writeshop 1): Drafting of the session guide	(Writeshop 2): Incorporation of feedback on the session guide	Revision of draft outputs
2:00 - 3:00				Submission of outputs
3:00 - 5:00				Closing Program
Output	Draft session guides on the integration of emerging technologies in teaching and learning.			
Officers-of the Day	BLD Specialists	BLD Specialist	BLD Specialist	BLD Specialist