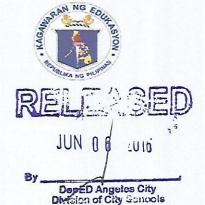


Department of Education

Region III

DIVISION OF CITY SCHOOLS

Angeles City
Jesus Street, Pulungbulu, Angeles City
Tel. No. (045) 322 – 4702 / Fax No.: (045) 887 - 6099



DIVISION MEMORANDUM

No. 12, s. 2016

TO:

All Elementary and Secondary School ICT Coordinators

FROM:

Schools Division Superintendent

SUBJECT:

DCP Orientation/Briefing of Recipient Public Elementary and

Secondary Schools under the DepEd Computerization Program

DATE:

June 3, 2016

- Relative to the DepEd Order No. 78, s.2010 entitled Guidelines on the Implementation of DepEd Computerization Program (DCP), the Division will conduct an orientation/ briefing of recipients' school under the DCP on June 9-10, 2016 at Vista Verde, Pulung Maragul, Angeles City.
- 2. The participants of the said activity are the Elementary and Secondary School ICT Coordinators
- 3. Attached is the Schedule of the activity (Enclosure No. 1)
- NO REGISTRATION FEE will be collected. Meal and Snacks will be served. Training Expense will be charged to DCP Funds.
- 5. Immediate dissemination and compliance of this memorandum is desired.

LEILAN S. CUNANAN, CESO VI

Office of the Schools Division Superintendent

Enclosure No.1 to Division Memorandum No. _____, s.2016

Training Matrix

Date/Time	Activities
	DAY 1 (June 9, 2016) Thursday
1:00-1:15	
1:15-2:15	Registration Orientation of the Program/Updates on DCP/DepEd Order No. 78, s.2010
2:15 – 3:00	Guidelines on proper use of Computer and Network Facilities (DepEd Order No. 95 s.2010)
3:00 - 3:30	Break
3:30 - 4:30	E-Classroom Package
4:30-5:00	DCP Ticketing System
	DAY 2 (June 10,2016) Friday
8:00 - 8:15	Registration
8:15 - 9:30	
9:30-11:30	Delivery Procedure/ Acceptance/ Inspection and Recording Basic Troubleshooting
11:30 – 12:00	Closing/ Distribution of Certificates
	End of Training