



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Schools Division Office of negros oriental

**Office of the Schools Division
Superintendent**

18 AUG 2021

DIVISION MEMORANDUM

No. 602, s. 2020

SECOND VIRTUAL IN-SERVICE TRAINING (VINSET)

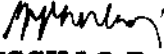
To: Assistant Schools Division Superintendent
Chief, CID and SGOD
Division Education Program Supervisors & Division Coordinators
Public Schools District Supervisors/ District In-Charge
All Elementary and Secondary School Heads
All Teaching Personnel
All Others Concerned

1. Pursuant to OUA Memorandum 00-0821-0073 dated August 6, 2021 titled **“Announcing the Second Virtual In-Service Training (VINSET) on 30 August to 03 September 2021”** teachers are encouraged to attend a professional development program through a Virtual In-Service Training (VINSET) organized by the Offices of the Undersecretaries for Administration (OUA), Curriculum and Instruction (OUCI) and Field Operations (OUFO), through the Information Communications Technology Service-Educational Technology (ICTS-EdTech) for all public school teachers on August 30-September 3, 2021.
2. With the Public Schools District Supervisors (PSDSs)/ District In-Charge (DICs) taking the lead in monitoring the conduct of the participation of teachers on the said training, the Second Virtual INSET activities for teachers shall be conducted in the Central Schools or by cluster schools depending on the availability and stability of internet connectivity.
3. District INSET/L&D Coordinators are to log-in to tms.depednodis.net and upload the soft copy of the activity designs attached with complete matrix for verification prior to the submission of the hard copy for approval of the SDS. Activity designs should be upload not later than August 24, 2021. Moreover, they are directed to use the features found in the Training Management System (TMS) during the INSET, such as the registration, attendance and in the submission of the Activity Completion Report (ACR).



Address: Kagawasan Avenue, Capitol Area, Daro, Dumaguete City
Telephone Nos.: (035) 225-2838 / 225-0667 / 422-7644
Email Address: negros.oriental@deped.gov.ph

4. Meals and other related expenses relative to the conduct of the INSET shall be charged to School MOOE and other local funds, subject to the usual accounting and auditing rules and regulations. (This does not apply to those who will be working from home)
5. Teachers from schools with no internet connection will use the classroom/s of highway schools with internet connectivity during the conduct of the VINSET provided there will be only 20 or less participants per room) meals of participants shall be charged to school MOOE, still subject to the usual accounting and auditing rules and regulations.
6. Five (5) day service credits will be given to teacher participants upon submission of accomplished DTRs. One (1) day Compensatory Overtime Credit (COC) will be given to School Heads, PSDSs and Division personnel who will render service on Monday August 30, 2021 which falls on a Holiday upon submission of accomplished DTR.
7. Teaching personnel/ School heads who are undergoing mandatory or self-quarantine may participate in the INSET virtually but must inform their school head/PSDS in advance.
8. Districts and schools should ensure strict compliance to the safety protocols set by the IATF: not more than 20 people inside the classroom, social distancing, wearing of face mask and face shield, frequent hand washing, bringing of alcohol, etc.
9. For inquiries, please contact the Human Resource and Development Section (HRDS) at (035) 225-6180 and look for Ms. Iryll Mae S. Macahig.
10. For the information and compliance of all concerned.


SENEN PRISCILLO P. PAULIN, CESO V
Schools Division Superintendent
Office of the Schools Division Superintendent



Republika ng Pilipinas
Kagawaran ng Edukasyon
Tanggapan ng Pangalawang Kalihim

OUA MEMO 00-0821-0073
MEMORANDUM
06 August 2021

**For: Regional Directors and BARMM Education Minister
Schools Division Superintendents
Principals and School Heads**

**Subject: ANNOUNCING THE SECOND VIRTUAL IN-SERVICE TRAINING
(VINSET) ON 30 AUGUST TO 03 SEPTEMBER 2021**

The Offices of the Undersecretaries for Administration (OUA), Curriculum and Instruction (OUCI) and Field Operations (OUFO), through the Information and Communications Technology Service-Educational Technology (ICTS-EdTech) Unit, are jointly spearheading the **second Virtual In-Service Training (VINSET)** for public school teachers this coming **30 August to 03 September 2021**.

Following the huge success of the first VINSET conducted last 15-19 March 2021 with 514,659 participants nationwide, the ICTS-EdTech is poised to reach more or all of the teachers this time as they will be able to use the DepEd Sim Card and Connectivity Load which is now being rolled out.

The following are the objectives of the second VINSET:

1. Capacitate teachers in using different online modality platforms that include DepEd Learning Management System, DepEd Commons, DepEd Online (FB Page, YouTube, ETULAY Tutorial Sessions), DepEd TV, and DepEd Radio.
2. Provide awareness and proper handling of technology tools in delivering instruction in synchronous and asynchronous format.
3. Learn and apply different components of cyber wellness (data privacy, netiquette, and troubleshooting).
4. Teach emerging technology tools and applications to maximize the use of cross-platform operating system.
5. Inspire teachers through guided programs to innovate and upgrade their skills in the use of different solutions and in acquiring international certification under Microsoft, Adobe, and Google.



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))
Department of Education, **Central Office**, Meralca Avenue, Pasig City

Second Virtual In-Service Training (VINSET)

August 30 to September 3, 2021

TENTATIVE SCHEDULE AND PROGRAMME

Day 1 (30 August 2021) MONDAY	
8:30 am – 9:00 am	<ul style="list-style-type: none"> • Opening Prayer • Philippine National Anthem • Welcome Remarks <ul style="list-style-type: none"> ○ Message from Sec. Leonor Magtolis Briones, DepEd Secretary ○ Message from Usec. Diosdado M. San Antonio, Undersecretary for Curriculum and Instruction • Video Informercial <ul style="list-style-type: none"> ○ Blended Learning Program and Approaches of DepEd
9:00 am – 10:30 am	Topic: Retooling of Teachers Capacity In Using ICT and Emerging Technologies Speaker: Mark Anthony C. Sy
10:30 am – 12:00 pm	Topic: Advantages of Using Open Educational Resources (OERs) Speaker: Sherwin O. Lorneda and Sara Jane Sarino
12:00 pm – 1:00 pm	LUNCH BREAK
1:00 pm – 2:00 pm	Topic: Proper Etiquette in Sending E-mail and Understanding Guidelines for Copyright Speaker: Ariel A. Delos Santos
2:00 pm – 3:30 pm	Topic: The Wisdom Behind Grammarly Speaker: Maria May N. Sevilla
3:30 pm – 4:30 pm	Topic: The Creative Utilization of Canva for Students Performance Task Speaker: Aprellene B. Marquez and Representative from Canva Philippines
4:30 pm – 4:40 pm	<ul style="list-style-type: none"> • Evaluation (Program and Speakers) • Reminders

Day 2 (31 August 2021) TUESDAY	
8:30 am – 9:00 am	<ul style="list-style-type: none"> • Opening Prayer • Welcome Remarks <ul style="list-style-type: none"> ○ Message from Dir. Leila Areola (Director IV, BLD) • Video Informercial <ul style="list-style-type: none"> ○ DepEd Computerization Program ○ DepEd Learning Management System (Creating an Account, Password Resetting)
9:00 am – 10:00 am	Topic: Techniques and Learning Delivery Style in Conducting Effective Virtual Classes Speaker: Bureau of Learning Delivery
10:00 am – 11:00 am	Topic: Radio Based Instruction – Reaching Far-flung Areas Speaker: Jann Wilbur Gale



11:00 am – 12:00 pm	Topic: Child-friendly Approaches in Empowering Para-teachers Speaker: Bureau of Learning Delivery
12:00 pm – 1:00 pm	LUNCH BREAK
1:00 pm – 2:30 pm	Topic: TV Based Instruction – Effective Utilization and Plotting to Weekly Lesson Delivery Speaker: Salvador E. Manansala I
2:30 pm – 3:30 pm	Topic: Creative teaching and Teaching Creativity for Distance / Remote Learning Speaker: Alvin A. Sy
3:30 pm – 4:30 pm	Topic: Troubleshooting Equipment and Digital Device Awareness
4:30 pm – 4:40 pm	<ul style="list-style-type: none"> • Evaluation (Program and Speakers) • Reminders

Day 3 (01 September 2021) WEDNESDAY			
8:30 am – 9:00 am	<ul style="list-style-type: none"> • Opening Prayer • Inspirational Messages <ul style="list-style-type: none"> ○ Message from Clarissa Segismundo (Microsoft Philippines) • Video Informercial <ul style="list-style-type: none"> ○ DepEd TV Teacher-Broadcasters ○ DepEd ETULAY Online Tutoring 		
9:00 am – 10:30 am	Topic: Interactive PowerPoint Plugins & Microsoft Windows Plugin for 21st Century Teachers Speakers: Ma. Remalyne Cruz and Glenn Hurano		
10:30 am – 11:30 am	Topic: Microsoft Office 365 for Productivity – Mail Merge Speaker: Marco Paolo Victoriano		
11:30 am – 12:00 pm	Topic: Professional Development Program with Microsoft Education Speakers: Mark Anthony F. Jamisal and Representatives from Microsoft Philippines		
12:00 pm – 1:00 pm	LUNCH BREAK		
1:00 pm – 3:00 pm	Topic: Game-Based Learning Using Minecraft Education Edition Speakers: Rubilyn Pastrano, Glenny Laping and Glenah Taguibao		
3:00 pm – 4:30 pm	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; vertical-align: top;"> CONCURRENT SESSION: Photo Editing and digital banner design using GIMP for instructional video development Speaker: Lorenz Villaflor </td> <td style="width: 50%; vertical-align: top;"> CONCURRENT SESSION: Basic Motion Graphics using Hitfilm Express for Instructional video development Speaker: Adriyel M. Santiago </td> </tr> </table>	CONCURRENT SESSION: Photo Editing and digital banner design using GIMP for instructional video development Speaker: Lorenz Villaflor	CONCURRENT SESSION: Basic Motion Graphics using Hitfilm Express for Instructional video development Speaker: Adriyel M. Santiago
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4:30 pm – 4:40 pm	<ul style="list-style-type: none"> • Evaluation (Program and Speakers) • Reminders 		

Day 4 (02 September 2021) THURSDAY	
8:30 am – 9:00 am	<ul style="list-style-type: none"> • Opening Prayer • Inspirational Messages <ul style="list-style-type: none"> ○ Message from Mary Manzano (Google Philippines) • Video Informercial <ul style="list-style-type: none"> ○ DepEd Radio-Based Instruction



	<ul style="list-style-type: none"> ○ DepEd SIM Cards and Mobile Apps
9:00 am – 10:30 am	Topic: Be Internet Awesome Speaker: Rowena A. Reyes and Via Puyat
10:30 am – 11:00 am	Topic: Google Educators Group and Professional Development Program Speaker: Maam Santos-De Guzman (Grade School Principal - Reedly International School)
11:00 am – 12:00 pm	Topic: Positive Discipline and Psychological First Aid Speaker: John Jefferson Sevilla
12:00 pm – 1:00 pm	LUNCH BREAK
1:00 pm – 2:00 pm	Topic: Cyberbullying (Knowing Your Rights) Speaker: Felisse Maranne Mandawe - Clinical Psychologist - San Juan Psychological Clinic
2:00 pm – 3:30 pm	Topic: Mobile Apps Development for Teachers Speaker: Joy G. Salazar
3:30 pm – 4:30 pm	Topic: Reorientation for School Property Custodian and IT Coordinators Regarding the DepEd Computerization Program Policies and Guidelines Speakers: Technology Infrastructure Division and Asset Management Division
4:30 pm – 4:40 pm	<ul style="list-style-type: none"> • Evaluation (Program and Speakers) • Reminders

Day 5 (03 September 2021) FRIDAY			
8:30 am – 9:00 am	<ul style="list-style-type: none"> • Opening Prayer • Inspirational Messages <ul style="list-style-type: none"> ○ Message from Paolo Bediones (DepEd TV Mentor) • Video Informercial <ul style="list-style-type: none"> ○ DepEd TV Program (Awards and Recognitions) ○ ICTS-EdTech Unit Programs 		
9:00 am – 12:00 pm	Topic: The Use of DepEd Learning Management System (DLMS) Speakers: Mark Anthony F. Papa, Raymond B. Casama, and Mark Anthony C. Sy		
12:00 pm – 1:00 pm	LUNCH BREAK		
1:00 pm – 2:30 pm	Topic: Video Editing Applications 101 Speaker: Neii Arvin Bautista		
2:30 – 4:00 pm	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; vertical-align: top;"> CONCURRENT SESSION: Digital Illustrations using Krita for book illustrations and for instructional video development Speaker: Arvin Key Barles </td> <td style="width: 50%; vertical-align: top;"> CONCURRENT SESSION: Music Production Using Noteflight for Instructional Video Development Speaker: Diosdado Parungao </td> </tr> </table>	CONCURRENT SESSION: Digital Illustrations using Krita for book illustrations and for instructional video development Speaker: Arvin Key Barles	CONCURRENT SESSION: Music Production Using Noteflight for Instructional Video Development Speaker: Diosdado Parungao
CONCURRENT SESSION: Digital Illustrations using Krita for book illustrations and for instructional video development Speaker: Arvin Key Barles	CONCURRENT SESSION: Music Production Using Noteflight for Instructional Video Development Speaker: Diosdado Parungao		
4:00 pm – 4:20 pm	<ul style="list-style-type: none"> • Evaluation (Program and Speakers) • Reminders 		
4:20 pm – 4:40 pm	Closing Remarks <ul style="list-style-type: none"> ○ Message from Usec. Alain Del B. Pascua, Undersecretary for Administration ○ Message from Dir. Abram Y.C. Abanil (Director IV, ICTS) 		




CHAD00-0821-0073
 Department of Education
 Division Office - Marikina City




The Undersigned are requesting the support of Department's field offices and schools around the country in reaching out and encouraging all teachers to participate in the upcoming VINSET.

Final programme, schedules, subject matters, and links to online platforms to be used will be release at least a week before the second VINSET starts.

For widest dissemination and appropriate action.


DIOSDADO M. SAN ANTONIO
Undersecretary for
Curriculum and Instruction


ATTY. REVSEE A. ESCOBEDO
Undersecretary for Field Operations


ALAIN DEL B. PASCUA
Undersecretary for Administration



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