



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
SCHOOLS DIVISION OF NEGROS ORIENTAL

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**Office of the Schools Division  
Superintendent**

**MEMORANDUM**  
**MLA-2021- 630**

(Through the PSDS/School Head)

**TO: DONRE B. MIRA, ED.D.**  
Education Program Supervisor  
ALS Focal Person

**RAFFY LOZAGA**  
Mobile Teacher  
Sibulan District II

**FROM: SENEN PRISCILLO P. PAULIN, CESO V**  
Schools Division Superintendent

**SUBJECT: DISSEMINATION OF REGIONAL MEMORANDUM NO. 1173, S. 2021 TITLED  
“TRAINING WORKSHOP ON ADOBE CREATIVE EDUCATOR LEVEL 1 AND  
LEVEL 2 CERTIFICATION AND PRODUCTION OF INSTRUCTIONAL VIDEO  
LESSON FOR ALTERNATIVE LEARNING SYSTEM (ALS) IMPLEMENTERS”**

**DATE: December 24, 2021**

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1. This office disseminates Regional Memorandum No. 1173 s. 2021 dated December 21, 2021 to the field titled “**Training Workshop on Adobe Creative Educator Level 1 and Level 2 Certification and Production of Instructional Video Lesson for Alternative Learning System (ALS) Implementers**” on January 11-14, 2022 via MS Teams and limited F2F modalities held at DepEd Ecotech Training Center, Sudlon, Lahug, Cebu City.
2. The activity aims to:
  - a. orient the ALS implementers with the importance of producing quality video lessons and the fundamental skills needed in the production of instructional video lessons;
  - b. capacitate them with the soft skills needed in video editing to become effective teachers in front of the camera; and
  - c. encourage the ALS implementers to produce instructional video lessons that will be aired on their local TV channels or official media platforms.

27 DEC 2021



**Address:**Kagawasan Avenue, Capitol Area, Daro, Dumaguete City  
**Telephone Nos.:** (035)225-2838 / 225-2376 / 422-7644  
**Email Address:** negros.oriental@deped.gov.ph



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3. The conduct of the activity will strictly adhere to the prescribed minimum public health standards.
4. Please see attached enclosure for the list of participants.
5. For more information, please see attached Regional Memorandum.
6. For widest dissemination and compliance.

SPP/ASDS-MKP/JMA/NLR/CID/dbm  
December 24, 2021



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

**Office of the Regional Director**


REGIONAL MEMORANDUM

No. \_\_\_\_\_, s. 2021

**TRAINING WORKSHOP ON ADOBE CREATIVE EDUCATOR LEVEL 1 AND LEVEL 2  
CERTIFICATION AND PRODUCTION OF INSTRUCTIONAL VIDEO LESSON FOR  
ALTERNATIVE LEARNING SYSTEM (ALS) IMPLEMENTERS**

**To: Schools Division Superintendents  
Asst. Schools Division Superintendents  
All Others Concerned**

1. This Office, through the Curriculum and Learning Management Division (CLMD), will conduct a Training Workshop on Adobe Creative Educator Level 1 and Level 2 Certification and Production of Instructional Video Lesson for ALS Implementers on January 11-14, 2022 via MS Teams and limited F2F modalities held at Deped Ecotech Training Center, Sudlon, Lahug, Cebu City.
2. The activity aims to:
  - a) orient the ALS implementers with the importance of producing quality video lessons and the fundamental skills needed in the production of instructional video lessons;
  - b) capacitate them with the soft skills needed in video editing to become effective teachers in front of the camera, and
  - c) encourage the ALS implementers to produce instructional video lessons that will be aired on their local TV channels or official media platforms.
3. Participants of the above-mentioned activity are the Division ALS Focal Persons, EPSAs, and ALS Implementers of the 19 Schools Division Offices. (see enclosure)
4. The conduct of the activity will strictly adhere to the prescribed minimum public health standards.
5. Board and lodging for the F2F participants which shall be served by the Department of Education Ecotech Training Center, are chargeable against the ALS Program Support Funds 2021 with SARO No. OSEC-7-21-2609 while traveling expenses shall be charged against the Division ALS PSF /Local Funds, all subject to the usual government accounting and auditing rules and regulations.
6. Immediate and wide dissemination of this Memorandum is highly directed.

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

STJ/CAE/CLMD/MJCD/m3



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

Enclosure 1. List of Participants: Face to Face Modality/ Online

NO.	List of Participants	Region / Division
1	Dr. Marilyn M. Miranda (F2F)	Region - CLMD
2	Ms. Johnnyline Jagdon (F2F)	Region - ICTU
3	Dr. Roland Villegas (Online)	Region- CLMD
4	Juanita Negapatan (F2F)	Region Librarian
5	Anthony F. Nagapatan (F2F)	Region CLMD
6	Mike John Saberon (Online)	Region CLMD
7	Quirico Sumampong (Online)	Region CLMD
8	Christopher Miramon (Online)	Bais City
9	Jennifer Pagador (Online)	Bais City
10	Eugene Anthony Kris Turtal (Online)	Bais City
11	Enriquita Bison (Online)	Bayawan City
12	Yvonne Loraine Tan (Online)	Bayawan City
13	Mark Alen Maitum (Online)	Bogo City
14	Lysan Diola (Online)	Bogo City
15	Neil Jabuhab (Online)	Bohol Province
16	Marlon Sumayo (Online)	Bohol Province
17	Jerlyn Palata (Online)	Cebu City
18	Dennis Baysa (F2F)	Cebu City
19	Christabelle F. Negapatan (Online)	Cebu City
20	Dr. Cristina Remocaldo (Online)	Carcar City
21	Ryan Redoblado (F2F)	Carcar City
22	Orley Perico (F2F)	Cebu Province
23	Royce Coloscos (F2F)	Cebu Province
24	Mylene Sarillana (F2F)	Cebu Province
25	Roselyn Traigo (Online)	Danao City
26	Danilo Nunez Jr. (F2F)	Danao City
27	Roel Omangay (Online)	Dumaguete City
28	Joy Mama (Online)	Dumaguete City
29	Boy Tachado (Online)	Guihulngan City
30	Teofilo Layug Jr. (Online)	Guihulngan City
31	Ester Jane Camero (Online)	Guihulngan City
32	Jenessa Torregosa (Online)	Lapulapu City
33	Jonathan Cartilla (F2F)	Lapulapu City
34	Dr. Ronil Manayon (Online)	Mandaue City
35	Allen Mae Dausin (Online)	Mandaue City
36	Julie Ann Tenefrancia (Online)	Mandaue City
37	Engr. Ronel C, Gerundio (Online)	Mandaue City
38	Joan Cutamora (F2F)	Mandaue City
39	Emily Dizon / Representative (Online)	City of Naga
40	Lyn Christine Solar (Online)	City of Naga
41	Donre Mira (Online)	Negros Oriental
42	Raffly Lozaga (Online)	Negros Oriental
43	Dave Mar Lubguban (Online)	Siquijor
44	Joan Baguis (Online)	Siquijor
45	Elizabeth Escolano (Online)	Tagbilaran City
46	Noveliza B. Requimen (Online)	Tagbilaran City
47	Dr. Alfonso Abasolo (Online)	Talisay City
48	Dr. Jovencio Pino Jr. (Online)	Talisay City

49	Florenda Galvez	(Online)	Tanjay City
50	Lloyd Cabcaban	(Online)	Tanjay City
51	Edward Oman	(Online)	Toledo City
52	Catherine Provida	(Online)	Toledo City

#### Enclosure 2.1 Consultants

NO.	Name		Position
1.	Dir. Abram Y.C. Abanil	(F2F)	Director, ICTS
2.	Mark Anthony C. Sy	(F2F)	Head, Educational Technology Unit

#### 2.2 Facilitators

NO.	Name		Position
1.	Neil Arvin V. Bautista	(F2F)	Educational Technology Specialist
2.	Salvador E. Manansala I	(F2F)	Educational Technology Specialist
3.	Adriyel M. Santiago	(F2F)	Educational Technology Specialist
4.	Arvin Key N. Barles	(F2F)	Educational Technology Specialist
5.	Eileen M. Santiago	(F2F)	National Teacher Broadcaster
6.	Daisy Ann Alfarez	(F2F)	National Teacher Broadcaster
7.	Danilyn B. Espinola	(F2F)	National Teacher Broadcaster
8.	Gerald S. Ramos	(F2F)	National Teacher Broadcaster
9.	Maria Monica S. Francisco	(F2F)	National Teacher Broadcaster
10.	Michelle Liwag	(F2F)	National Teacher Broadcaster
11.	Mary Joy Balote	(F2F)	National Teacher Broadcaster
12.	Ariel Delos Santos	(F2F)	Educational Technology Specialist



**Republic of the Philippines**  
**Department of Education**  
**Information & Communications Technology and Services**  
**Educational Technology Unit**  
*Pasig City*

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**TRAINING / PROJECT PROPOSAL NO. \_\_\_\_\_**

**I. TITLE: Training-Workshop for ALS Implementers on Adobe Creative Educator Level I and Level 2 Certification and Production of Instructional Video Lesson**

**II. PROPONENT/S:**

**MARK ANTHONY C. SY** - Head, Educational Technology Unit

**NEIL ARVIN V. BAUTISTA** – Project Lead for Adobe for Instructional Video Development,  
Educational Technology Specialist

**ADRIYEL M. SANTIAGO** - Educational Technology Specialist

**ARVIN KEY N. BARLES** - Educational Technology Specialist

**DIOSDADO A. PARUNGAO** - Educational Technology Specialist

**LORENZ G. VILLAFLORES** - Educational Technology Specialist

**III. PROPOSED DATE:** January 11-14, 2022

**IV. PROPOSED VENUE:** Region 7 (Cebu City)

**V. RATIONALE:**

In line with DepEd Order No. 12, s. 2020 or the Adaptation of Basic Education Learning Continuity Plan (BE-LCP) for the School Year 2020-2021 considering the COVID-19 public health emergency and DepEd order no. 18, s. 2020 or the Provision of Learning Resources in the implementation of the BE-LCP, the Department of Education supports its television-based lessons on distance learning program through "DepEd TV". In relation to the latter, this series of training-workshop will help equip our teachers with the necessary skills needed in producing quality video lessons for the benefit of the teachers especially the learners in their respective division/ region.

The program will develop the necessary skills needed in instructional video production processes specifically in scriptwriting, studio set-up, props making, hair and make-up, music design, basic camera settings, and camera shots, basic photo editing, basic video editing, and content quality assurance to ensure that every instructional video lesson produced is in the highest possible standard.

This training will not only help our ALS implementers to build confidence in front of the camera but will also help them to creatively develop instructional video lessons that can be an alternative to deliver learning in this new normal in education and even after the pandemic.

**VI. Objectives:**

The objectives of the activity are as follows:

- To orient the ALS implementers with the importance of producing quality video lessons and the fundamental skills needed in the production of instructional video lessons:

- To capacitate them with the soft skills needed in video editing to become effective teachers in front of the camera;

- To encourage the ALS implementers to produce instructional video lessons that will be aired on their local TV channels or official social media platforms.

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TARGET PARTICIPANTS: Selected ALS Implementers of RO7

I. Implementing Agency:

Information & Communication Technology & Services-Educational Technology Unit

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**TRAINING MATRIX  
 TRAINING WORKSHOP ON ADOBE CREATIVE EDUCATOR LEVEL 1 AND LEVEL 2  
 CERTIFICATION AND PRODUCTION OF INSTRUCTIONAL VIDEO LESSON FOR  
 ALTERNATIVE LEARNING SYSTEM (ALS) IMPLEMENTERS**

**January 11-14, 2022**

<b>Time</b>	<b>Day 1</b>	<b>Speakers</b>
9:00 AM - 9:30 AM	Opening program	
9:30 AM - 10:30 AM	Adobe Creative Educator Level 1 Certification	Neil Arvin V. Bautista
10:30 AM - 11:30 AM	Workshop	
11:30 AM - 12:00 PM	Health Break	
12:00 PM - 1:00 PM	Lunch Break	
1:00 PM - 2:00 PM	Adobe Creative Educator Level 2 Certification	Arvin Key N. Barles
2:00 PM - 4:00 PM	Workshop	

<b>Time</b>	<b>Day 2</b>	<b>Speakers</b>
9:00 AM - 9:30 AM	Management of Learning	
9:30 AM - 10:30 AM	Stages of Instructional Video Production	Mary Joy Balote
10:30 AM - 11:30 AM	Production studio set-up	Eileen M. Santiago
11:30 AM - 12:00 PM	Health Break	
12:00 PM - 1:00 PM	Lunch Break	
1:00 PM - 2:00 PM	Basic Camera Settings	Daisy Ann Alfarez
2:00 PM - 3:00 PM	Translating lesson plans to TV scripts	Danilyn B. Espinola
3:00 PM - 4:00 PM	Voice acting for Television and Radio	Michelle L. Liwag
4:00 PM - 5:00 PM	Building confidence in front of the camera	Maria Monica S. Francisco



<b>Time</b>	<b>Day 3</b>	<b>Speakers</b>
9:00 AM - 9:30 AM	Management of Learning	
9:30 AM - 11:30 AM	10 simple steps in songwriting and Composing music using a software	Gerald S. Ramos
11:30 AM - 12:00 PM	Health Break	
12:00 PM - 1:00 PM	Lunch Break	
1:00 PM - 3:00 PM	Photo Editing using Adobe Photoshop	Adriyel M. Santiago
3:00 PM - 5:00 PM	Digital Illustration using Adobe Illustrator	Arvin Key N. Barles

<b>Time</b>	<b>Day 4</b>	<b>Speakers</b>
9:00 AM - 9:30 AM	Management of Learning	
9:30 AM - 11:30 AM	Motion Graphics using Adobe After Effects	Adriyel M. Santiago
11:30 AM - 12:00 PM	Health Break	
12:00 PM - 1:00 PM	Lunch Break	
1:00 PM - 3:00 PM	Video Editing using Adobe Premier	Neil Arvin V. Bautista
3:00 PM - 4:00 PM	Content quality assurance	Salvador E. Manansala I