



Republic of the Philippines  
**Department of Education**  
REGION III  
Schools Division Office of Bulacan

August 2, 2022

**DIVISION MEMORANDUM**

No. 262 s. 2022

**Division Virtual Training-Workshop on Project CAP-LRE (Create, Access, and Produce Learning Resources for Excellence) for Grades 11 and 12**

To: Division Chiefs  
Education Program Supervisors  
Secondary School Heads  
All Others Concerned

1. The Project CAP-LRE (Create, Assess and Produce Learning Resources for Excellence) is in its seventh-year implementation; this Office through Curriculum Implementation Division (CID) and Learning Resources Management and Development System (LRMDS) shall conduct the Division Virtual Training-Workshop on the Preparation, Development, and Evaluation of Supplementary Learning Resources for Grade 11 and Grade 12 on August 17-19, 2022 at 8:30 am. The activity's link will be sent later.

2. The online workshop aims to:

- a. capacitate the participants on the preparation, development, and evaluation of Self-Learning Modules and Learning Activity Sheets (LASs);
- b. discuss the appropriate instruments for evaluation of print and non-print learning resources and understand the importance of criteria-based assessment to ensure quality; and
- c. recognize and explain the process for preparing, developing, and evaluating Supplementary Learning Resources for Grade 11 and 12.

3. The participants of the online workshop are:

- 1 Grade 11 writer per school
- 1 Grade 12 writer per school
- 1 Layout artist per school
- 1 Illustrator per school

4. The participants should have the following:

- a. Internet connection
- b. Laptop with at least core i3
- c. Installed apps for:
  - Writers: Publisher
  - Illustrator: Photoshop
  - Layout artist: InDesign



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5. The participants are requested to register in this link:  
<https://forms.gle/1Hkj7gKFwMaR3pak7>
6. Enclosure No. 1 includes the schedule and training matrix.
7. Wide dissemination and compliance with this Memorandum is desired.

  
**ZENIA G. MOSTOLES, EdD, CESO V**  
Schools Division Superintendent



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Enclosure to Div. Memo 262 s. 2022

**DIVISION VIRTUAL TRAINING-WORKSHOP ON PROJECT CAP-LRE FOR GRADES 11 AND 12**

August 17-19, 2022

Training Matrix

DAY 1 (August 17, 2022)	DAY 2 (August 18, 2022)	DAY 3 (August 19, 2022)
8:00-8:30 am <ul style="list-style-type: none"> <li>Registration</li> </ul> 8:30-9:00 <ul style="list-style-type: none"> <li>Opening Program</li> </ul> 9:00-9:45 <ul style="list-style-type: none"> <li>Basics of English in Writing  <b>ALBYRA BIANCA R. SY TAMCO</b></li> </ul> 9:45-10:30 <ul style="list-style-type: none"> <li>Ortograpiya: Masinop na Pagsulat sa Filipino  <b>JEFFREY ESPINO</b></li> </ul> 10:30-10:45 <ul style="list-style-type: none"> <li>Health Break</li> </ul> 10:45-12:00 <ul style="list-style-type: none"> <li>Self-Learning Modules  <b>CLARISSA P. CAJUCOM</b></li> </ul> 12:00-1:00 <ul style="list-style-type: none"> <li>Lunch Break</li> </ul> 1:00-2:15 <ul style="list-style-type: none"> <li>Social Content and Guidelines on Evaluation of SLMs and LAS  <b>ESPERANZA S. NUÑEZ</b></li> </ul> 2:15-3:00 <ul style="list-style-type: none"> <li>Elements of LAS  <b>MICA JILL N. DE GUZMAN</b></li> </ul> 4:00-5:00 <ul style="list-style-type: none"> <li>Workshop</li> </ul>	8:30-9:00 <ul style="list-style-type: none"> <li>Management of Learning</li> </ul> 9:00-10:30 <ul style="list-style-type: none"> <li>Guidelines on Developing Visuals for Learning Materials  <b>LEILANI M. MENDOZA</b></li> </ul> 10:30-10:45 <ul style="list-style-type: none"> <li>Health Break</li> </ul> 10:45-12:00 <ul style="list-style-type: none"> <li>Guidelines on Developing Line Art Drawing for Learning Materials  <b>CHRISTOPHER REY SAN JOSE</b></li> </ul> 12:00-1:00 <ul style="list-style-type: none"> <li>Lunch Break</li> </ul> 1:00-2:00 <ul style="list-style-type: none"> <li>Digitizing and Enhancing Illustrations using Adobe Photoshop (Demonstration)  <b>LEILANI M. MENDOZA</b></li> </ul> 2:00-3:00 <ul style="list-style-type: none"> <li>Developing Line-Art Illustrations using Adobe Illustrator  <b>CHRISTOPHER REY SAN JOSE</b></li> </ul> 3:00-4:00 <ul style="list-style-type: none"> <li>Workshop</li> </ul> 4:00-5:00 <ul style="list-style-type: none"> <li>Critiquing of Outputs</li> </ul>	8:30-9:00 <ul style="list-style-type: none"> <li>Management of Learning</li> </ul> 9:00-9:45 <ul style="list-style-type: none"> <li>SLM and LAS Technical Specification  <b>MISCHELLE A. TALUBAN</b></li> </ul> 9:45-10:30 <ul style="list-style-type: none"> <li>Sample Presentation of SLM and LAS  <b>JERCHO CHARMAINE G. REYES</b></li> </ul> 10:30-10:45 <ul style="list-style-type: none"> <li>Health Break</li> </ul> 10:45-12:00 <ul style="list-style-type: none"> <li>Plagiarism  <b>MARCOS V. CATU, JR.</b></li> </ul> 12:00-1:00 <ul style="list-style-type: none"> <li>Lunch Break</li> </ul> 1:00-3:00 <ul style="list-style-type: none"> <li>Distribution of Assigned Competencies</li> </ul> 3:00-5:00 <ul style="list-style-type: none"> <li>Closing Program</li> </ul>