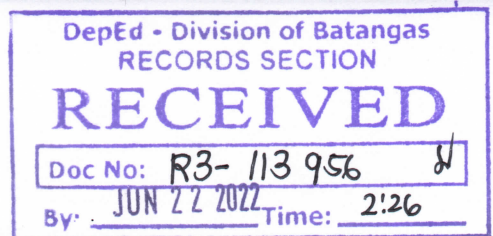




Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
SCHOOLS DIVISION OF BATANGAS



20 June 2022

DIVISION MEMORANDUM
No. 186, s. 2022

**DEVELOPMENT OF ARALING PANLIPUNAN DIGITIZED INSTRUCTIONAL MATERIALS
(DIM's) FOR GRADE 7-10**

TO: Assistant Schools Division Superintendents
Chief- Curriculum Implementation Division (CID)
Chief- School Governance and Operations Division (SGOD)
Education Program Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. Consistent with the Schools Division strategic thrust of aligning focus and intervention as evidenced by enhanced teacher performance and improved learners' mastery of competencies, this Office through the Curriculum Implementation Division (CID) will conduct the **Development of Araling Panlipunan Digitized Instructional Materials (DIMs) for Grade 7-10** on July 18-22, 2022 through virtual or on-line procedure.
2. The activity aims to:
 - a. craft Digitized Instructional Materials (DIMs) like content presentations.
 - b. check, edit, evaluate, and finalize the Digitized Instructional Materials (DIMs)
3. Participants to this writeshop are Araling Panlipunan Education Program Supervisor, JHS Department Heads (Content Evaluators), selected Teacher-Writers, and Learning Resource Evaluators from selected secondary schools. Teacher-Writers are directed and required to coordinate with the assigned Department Heads and Learning Resource Evaluators per grade level for quality assurance of the developed Digitized Instructional Materials (DIMs). Then, the said materials shall be submitted by the Grade Level Leaders to the Technical Working Committee for finalizing and uploading at the google drive link below:

<https://tinyurl.com/DigIMsG7G10>

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4. A maximum of five (5) days service credits shall be given to teachers who served as writers, content/ language editors, learning resource evaluators and technical working committee members in accordance with DepEd Order no. 53, s. 2003 and CSC and DBM Joint Circular No. 2, s. 2004.
5. Expenses of the participants relative to this activity shall be charged to local/ school funds/ MOOE subject to usual accounting and auditing rules and regulations.
6. Immediate and widest dissemination of this Memorandum is earnestly desired.

MERTHEL M. EVARDOME, CESO V
Schools Division Superintendent

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**LIST OF TEACHER-WRITERS AND OTHER PARTICIPANTS ENTITLED FOR FIVE (5) DAYS
SERVICE CREDITS AND CERTIFICATE OF RECOGNITION**

Note: Service Credits will only be given to teachers if they have awarded certificate of recognition

GRADE 7 – Writers			
1. Dharlene P. Balani	Bauan THS	11. Mariejo R. Lapinoso	Sta Anastacia-San Rafael NHS
2. Cecile L. Desepeda	Maabud NHS	12. April D. Derecho	Sta Anastacia-San Rafael NHS
3. Sherly B. De Castro	Maabud NHS	13. Christine Ivy C. Datinguino	San Pascual NHS
4. Angelica M. Alba	Maabud NHS	14. Mayvel C. Asugui	San Pascual NHS
5. Katherine M. Vicera	Taal NHS	15. Kim Gerard R. Mandocdoc	San Pascual NHS
6. Marcelo S. Del Mundo Jr	Taal NHS	16. Matthew L. Glean	Dr. Crisogono B. Ermita MNHS
7. Zenaida I. Mendoza	Taal NHS	17. May Jane T. Atasan	Dr. Crisogono B. Ermita MNHS
8. Vanessa B. Sacdalan	Dacanlao NHS	18. Realina B. Velila	Dr. Crisogono B. Ermita MNHS
9. Glaisy M. Hernandez	Dacanlao NHS	19. Marc J. Roxas	Dr. Crisogono B. Ermita MNHS
10. Rhona M. Pecho	Sta Anastacia-San Rafael NHS		
GRADE 7 – Content Editors (Department Heads Assigned)			
1. Angeles V. Matundan	Bauan THS	5. Jesus B. Borja	Sta Anastacia-San Rafael NHS
1. Danilo A. Barrion	Maabud NHS	6. Rebecca H. De Torres	San Pascual NHS
2. Rochelle G. Perez	Taal NHS	7. Rowena S. Jalicjic	Dr. Crisogono B. Ermita MNHS
3. German R. Pagkaliwangan	Dacanlao NHS		
GRADE 8 – Writers			
1. Maricar V. Granados	Calatagan NHS	11. Richel D. Calingasan	Bilaran NHS
2. Mayeyeth H. Malapitan	Calatagan NHS	12. Jennylyn A. De Torres	Palahanan NHS
3. Angelica D. Noche	Lucsuhin NHS	13. Ella Mae S. Aranas	Palahanan NHS
4. Annaliza D. Zara	Lucsuhin NHS	14. Mayren G. Mendoza	Palahanan NHS
5. Ronnalyn B. Ceralbo	Lucsuhin NHS	15. Ma. Bernadeth S. Ilagan	Payapa NHS
6. Angelica C. Pesigan	Wenceslao TMNHS	16. Rose R. Maala	Payapa NHS
7. Jasmin Rose D. Decano	Wenceslao TMNHS	17. Maryrose M. Calapati	Payapa NHS
8. Lurine P. Gandeza	Wenceslao TMNHS	18. Debbie Bon P. Bendaña	GFLMNHS
9. Alma T. Alias	Bilaran NHS	19. Sheryl S. Solis	GFLMNHS
10. Sheena L. Saligumba	Bilaran NHS	20. Patricia B. Razon	GFLMNHS

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GRADE 8 – Content Editors (Department Heads Assigned)

1. Rebecca A. Bautista	Calatagan NHS	4. Jennifer R. Virtusio	Palahanan NHS
2. Christopher Patalinghug	Lucsuhin NHS	5. Marikay Macatangay	Payapa NHS
3. Ellen A. Orlanes	Wenceslao TMNHS	6. Mercy A. Endaya	GFLMNHS
4. Maricel U. Gasmido	Bilaran NHS		

GRADE 9 – Writers

1. Mark Rafael M. Venzon	P. A. Paterno NHS	9. Jocelyn P. Bagsic	Pansol INHS
2. Catherine H. Laco	P. A. Paterno NHS	10. Lolita S. Obis	Pansol INHS
3. Jeelene G. Benitez	Lian NHS	11. Ramilyn L. Sabban	Pansol INHS
4. Mylene V. Hieras	Lian NHS	12. Mary Grace A. Labanon	Padre Garcia INHS
5. Amalia V. Agquiz	Lumbangan NHS	13. Maricel R. Dela Roca	Padre Garcia INHS
6. Romeo N. Sacdalan	Lumbangan NHS	14. Jessabel R. Andal	Looc NHS
7. Ma. Lourdes P. Bayan	San Pedro NHS	15. Katherine M. Alday	Looc NHS
8. Maria Concepcion A. De Chavez	San Pedro NHS		

GRADE 9 – Content Editors (Department Heads Assigned)

1. Norween V. Alcoy	P. A. Paterno NHS	5. Janice R. Mendoza	Pansol INHS
2. Eryln M. Baon	Lian National HS	6. Mena O. Dimaculangan	Padre Garcia INHS
3. Elenita Panaligan	Lumbangan NHS	7. Ma. Teresa E. Tenorio	Looc NHS
4. Generosa D. Millano	San Pedro NHS		

GRADE 10 – Writers

1. Aquilina L. Basco	Balayan NHS	9. Debbie Bhon P. Landicho	Mataas na Kahoy NHS
2. Ma. Bernadeth M. Cacao	Balayan NHS	10. Jeaneth G. Arogancia	San Jose NHS
3. Jezalyn S. Lopez	Balayan NHS	11. Ryan S. Balonzo	San Jose NHS
4. Leonila D. Magpantay	Balete NHS	12. Mary Jane M. Sanchez	San Jose NHS
5. Jennifer M. Clemino	Dr.BA. Masilungan INHS	13. Cristine Joy R. Harina	Taysan NHS
6. Kimberly D. Paulino	Luta Sur NHS	14. Ariel N. Cacao	DJA. Pastor INHS
7. Jonah A. Castillo	Malvar SAT	15. Kristabelle O. Norte	DJA. Pastor INHS
8. Eden M. Mesada	Malvar SAT	16. Maysel B. Pasia	DJA. Pastor INHS

GRADE 10 – Content Editors (Department Heads Assigned)

1. Yorina C. Manalo	Balayan NHS	4. Marlon Recto Pinon	Dr. Juan Pastor NHS
2. Charito Recio	Mataasnakahoy NHS	5. Diosa M. Lumbera	Taysan NHS

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3. Dennis Calingasion	Malvar NHS	6. Jesusa Lopez	San Jose NHS
Learning Resource Evaluators			
1. Nora Ramos Dagle	Rosario	3. Fernando Magnaye	San Pascual
2. Risha Bautista Victoria	Bauan	4. Ely Paraiso	Balayan

Technical Working Committee		
1. Ivan M. De Castro	Gov. Feliciano Leviste MNHS	Chairman, TWG
2. Niña Grace T. Aquino	Gov. Feliciano Leviste MNHS	Co-chairperson, G7-G8
3. Reynalyn R. Panganiban	Gov. Feliciano Leviste MNHS	Co-chairperson, G9-G10

TERMS OF REFERENCE

LEARNING RESOURCE DEVELOPERS

WRITERS:

1. Eagerly attend and actively participate in the orientation, meetings, skills enhancement, and writeshop
2. follow the set and designed guidelines, schemes, formats, and reminders accordingly
3. adhere to the social content guidelines stated in the DepEd Order No. 32, s. 2015 and DepEd Order No 35, s. 2016
4. follow the set schedule and tracking procedure

LEARNING RESOURCE QUALITY ASSURANCE TEAM (Content Evaluators, and Learning Resource Evaluators)

1. Attend the orientation, individual, and team evaluation workshops
2. Evaluate the set of LR which focuses on the following:
 - **Content Evaluators:** Coverage and sufficiency of development of the curriculum and learning competencies
 - **Learning Resource Evaluators:** Accuracy of Contents (no conceptual, factual, pedagogical, computational, grammatical, violations on social content, and other type of errors. Consistency of the language

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used and book design. Likewise, the appropriateness of the instructional design framework.

3. Read, examine, analyze, and evaluate the entire LR while considering the evaluation criteria set for the respective focus.
4. Take notes of the following:
 - a. Descriptions and explanations of the inadequacies and discrepancies found
 - b. Recommendations or corrections to be made on the discrepancies and inadequacies, and
 - c. References/sources to prove inadequacies and discrepancies found
5. Accomplish the individual evaluation rating sheets (ERS) / summary of findings, team ERS, and matrices of computed ratings.
6. Make revision and adjustment on the comments/ findings and ratings based on the agreements made during the series of team evaluation and feedback from the facilitator on the assigned LR
7. Submit to the staff assigned the evaluated Learning Resources, the accomplished evaluation rating sheets (ERS) /summary of findings, and the digital copies of the reports/ summaries made.

TECHNICAL WORKING COMMITTEE:

1. Serve as the secretariat during the workshop
2. Coordinate with evaluators and leaders
3. Receive the outputs from the evaluators
4. Evaluate the outputs for some technical concerns
5. Finalize the outputs in PDF format
6. Consolidate the final output in a Drive
7. Submit the complete and finalized outputs to the concerned personnel
8. Prepare the transmittal report needed

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DIVISION WRITESHOP OF ARLING PANLIPUNAN DIGITIZED INSTRUCTIONAL MATERIALS
(GRADE 7-10)
JULY 18-22, 2022 VIA GOOGLE MEET/ WORK FROM HOME

SESSION MATRIX

TIME	JULY 18, 2022	JULY 19, 2022	JULY 20, 2022	JULY 21, 2022	JULY 22, 2022
6:00 – 7:00	Home Breakfast	Home Breakfast	Home Breakfast	Home Breakfast	Home Breakfast
8:00 – 9:00	Virtual Orientation of the Activity				
9:00-10:00	<ul style="list-style-type: none"> • Lay outing • Submission of the outputs • Evaluation procedure • Finalization of the outputs 	Correction of the outputs and re-submission for re-evaluation	Correction of the outputs and re-submission for re-evaluation	Correction of the outputs and re-submission for re-evaluation	Polishing of the Outputs
10:00-11:00	Start of on-line submission of the draft outputs, pre-evaluation, critiquing	Finalization of the previous outputs	Finalization of the previous outputs	Finalization of the previous outputs	Note: To be done by the Technical Working Committee
11:00-12:00	Note: To be done by the writers, content editors and LREs	Note: To be done by the writers, content editors and LREs	Note: To be done by the writers, content editors and LREs)	Note: To be done by the writers, content editors and LREs)	
12:00-1:00	LUNCH	LUNCH	LUNCH	LUNCH	
1:00-4:00	Correction of the outputs and re-submission for re-evaluation	Correction of the outputs and re-submission for re-evaluation	Correction of the outputs and re-submission for re-evaluation	Correction of the outputs and re-submission for re-evaluation	Transferring and submission of Uploaded Outputs to the LRMS
	Finalization of the previous outputs	Finalization of the previous outputs	Finalization of the previous outputs	Finalization of the outputs	
	Note: To be done by the writers, content editors and LREs)	Note: To be done by the writers, content editors and LREs)	Note: To be done by the writers, content editors and LREs)	Note: To be done by the writers, content editors and LREs)	
Expected Outputs	Lessons 1-12 of Quarter 1	Lessons 13-24 of Quarter 1	Lessons 1-12 of Quarter 2	Lessons 13-24 of Quarter 2	All outputs

Note: Quality assured materials shall be submitted to the Technical Working Committee within the day for finalization and uploading.

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