



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

**Office of the Schools Division
Superintendent**

DIVISION MEMORANDUM

No. 194 , s. 2022

**RECONSTRUCTION OF BIG BOOKS AND OTHER SUPPLEMENTARY LEARNING
RESOURCES INTO DIGITAL FORMAT USING INDESIGN RESOLVING GAD ISSUES**

To: Assistant Schools Division Superintendent
Chief, CID and SGOD
Division Program Supervisors
Public School Districts Supervisors/Districts-In-Charge
Public Elementary and Secondary School Heads
All Others Concerned

1. The SDO of Negros Oriental continuously advocates the mandate of providing quality, accessible, cost-effective, diverse, and appropriate learning resources to all types of learners and teachers in the public schools/ALS Centers. Four hundred twenty-four (424) quality assured printed Big Books available in the LR Section need to be converted into digitized format and uploaded in the local LR Portal for division-wide use.
2. In this connection, this office informs the field of the 5-Day Reconstruction of Big Books and Other Supplementary Learning Resources into Digital Format using InDesign Resolving GAD Issues on March 15–19, 2022 at South View Hotel, South National Highway, Dumaguete City.

This activity aims to:

- a. equipped participants with the technical skills in digitizing learning resources using Adobe InDesign;
 - b. convert Big Books to enhance digital format;
 - c. improve usability and safeguard access of teachers and students to digital learning through digital management and manipulation; and
 - d. upload converted Big Books to the Local LR Portal.
3. The participants are required to bring Laptop (with Adobe Photoshop, Adobe Illustrator and Adobe InDesign installed), mobile home Wi-Fi and extension wire. Likewise, they must strictly observe stringent health protocols against Covid-19 infection.



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

4. Check-in will be on the 1st day of the activity at 1:00 PM and Check-out is at 1:30 PM on the 5th day of the scheduled date. Meals and accommodation are chargeable against HRTD Funds, while travelling and other incidental expenses incurred will be charged against school MOOE/Local funds, all subject to the usual accounting and auditing rules and regulations.
5. Since March 19, 2022, falls on a Saturday, the teacher participants shall be granted a 1-day Service Credit while 1-day CTO for the non-teaching participants and staff serving on this date per CSC-DBM JOINT CIRCULAR NO. 02-04.
6. Participants in the attached List are required to bring their vaccination card/certificate and/or booster card or upload the scanned copy on this link bit.ly/3EMhBmg under the folder for March 2022 Activities (Reconstruction of Big Books).
7. Please be guided accordingly.
8. Immediate and wide dissemination of this memorandum is desired.

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

3/8/2022



OFFICIAL LIST OF PARTICIPANTS

NAME	DISTICT	STATION
Syrene Joy Q. Renacia	San Jose	Siapo Elem. School
Myleen Sedillo	Amlan	Panusuan Elem. School
Michael Gudlo	Ayungon 1	Anibong Elem. School
Aileen N. Cruz	Dauin	Apolinar Macias MHS
Christian Even D. Santillan	La Libertad 1	La Libertad TVS
Gerald T. Ubag	Bacong	Bunted High School
Enry P. Alam-alam	Zamboanguita 1	Santiago Delmo MHS
Keny Gil Socorro	Mabinay 3	Mabinay National HS
Shastine Kreyz C. Tupaz	Tayasan 2	Jilabangan ES
Alden B. Deguit	Ayungon 2	TamboNHS
Farell D. Garcia	Ayungon 2	Tambo NHS
Reynald M. Manzano	Sta. Catalina 2	Cawltan High School
Elda Jean Chua	Sibulan 1	Sibulan CES
Raymund Santillan	Bacong	Nazario Tale Mem. School
Littie Beth S. Bernadez	La Libertad 1	La Libertad TVS
Rurex Bon V. Cagas	Dauin	Malongcay ES
Colyn Mae B. Macaroy	Zamboanguita	Kaladias ES
Jasmine Rose Grancapal	Sta. Catalina 1	Hingles ES
Clint Noblefranca	Ayungon 2	Ambus ES
Maria Teresa Bernal	Valencia	Valencia NHS - SHS
Stephen C. Baldado	Manjuyod 2	Manjuyod National HS
Emma Janine Q. Sienes	Amlan	Amlan NHS
Troxie Gavect Torres	Tayasan 1	Tayasan NHS
Nolan Ryan R. Alas-as	Tayasan 1	Tayasan NHS
Hara Cymell B. Acab	Manjuyod 2	Manjuyod National HS
Rafael Rex B. Felisilda	Manjuyod 2	Manjuyod National HS
Eddie Mur Murillo, Jr.	Ayungon 2	Tambo National HS
Arnold Muñoz	NOHS	NOHS
FACILITATORS/TRANING TEAM		
NAME	DISTRICT	STATION
Mark Dave Vendiola	NOHS	NOHS
Mark Joven Casal	Ayungon 2	Carol-an NHS-ANHS Extension
Maricel S. Rasid	D.O.	D.O.
Elmar L. Cabrera	D.O.	D.O.
Rosela R. Abiera	D.O.	D.O.
Justin Cadungog	D.O.	D.O.



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