

Republic of the Philippines
(Republic of the Philippines)
MINISTERIO DE EDUCACION Y CULTURA
(MINISTRY OF EDUCATION AND CULTURE)
Manila

September 7, 1979

MEO S A M O R A N D U M
No. 221, s. 1979

NATIONAL SEMINAR-WORKSHOP ON EDUCATIONAL TECHNOLOGY
APPLIED TO NON-FORMAL EDUCATION

To: Bureau Directors
Regional Directors
Presidents, State Colleges and Universities
Deans of Colleges of Education

1. The College of Education, University of the Philippines, is organizing a National Seminar-Workshop on Educational Technology Applied to Non-Formal Education in collaboration with the Ministry of Education and Culture, the UNESCO Regional Office in Bangkok, the UNESCO National Commission and the Government of Japan to be held on October 8-27, 1979 at the College of Education, University of the Philippines, Roxas Avenue, Diliman, Quezon City.

2. The main objective of the Seminar-Workshop is to develop skills in the techniques and application of educational technology. Specifically, the seminar-workshop aims to:

- a. develop skills in organizing and up-starting non-formal education programs;
- b. design teaching-learning strategies in non-formal education; and
- c. prepare proto-type teaching-learning materials in non-formal education.

3. The participants will be one media supervisor from each of the thirteen MEC Regional Offices and one teacher educator from each of the following teacher-training institutions which participated in the First National Advanced Level Workshop for Teacher Educators held at the UP College of Education:

Region I	- University of Pangasinan Baguio City
Region II	--- St. Paul College Tapanan, Cagayan

- Region III - Angeles University
Angeles City

- Region IV
(National
Capital Region) - University of Santo Tomas
Technological University of the
Philippines
National Teachers College
University of the East
Philippine Normal College
Centro Escolar University
Far Eastern University
Philippine Christian University
University of the Philippines
College of Education

- Region IV-A - La Consolida University
Luzon City

- Region V - St. Paul University
Laguna City

- Region VI - University of San Agustin
Iloilo City

- Region VII - University of San Carlos
Cebu City

- Region VIII - Leyte State College
Bacolod City

- Region IX - Zamboanga State College
Zamboanga School of Arts and Trades
Zamboanga City

- Region X - Xavier University
Cagayan de Oro City

- Region XI - University of Mindanao
Davao City

- Region XII - Notre Dame University
Cagayan City

4. The participants must have the following qualifications:

- a. Academic training and/or practical experience in educational technology or non-formal education;

- b. Previous experience in writing learning materials; and
- c. Is or will be involved in educational technology programs as applied to non-formal education in their respective regions/institutions.

5. The teacher-educator and the educational media supervisor from each region are expected to work as a team in setting up subsequent workshops in educational technology applied to non-formal education initially in their respective institutions and subsequently at the regional level where other colleges of education within the region will be expected to participate.

6. The team from each region is expected to write a case report on non-formal education programs undertaken by their respective institutions/agencies consisting of 1,500-2,000 words using the suggested format (see Inclosure) and to submit this to the UP College of Education on or before September 30, 1979.

7. The Regional Directors and Deans of participating Colleges of Education are invited to attend the last three days of the seminar-workshop on October 25-27, 1979 in order to involve them in the planning for implementation of the proposed seminar-workshop of the team of participants at the institutional/regional levels.

8. The regional offices/institutions are requested to send the names of the participants to the Office of the Dean, College of Education, University of the Philippines, on or before September 15, 1979. Reservations may be made for lodging at ₱30.00/day at the Benitez Memorial Center.

9. The expenses for travel and subsistence of the participants including the Regional Directors and Deans of the College of Education concerned will be borne by the respective institutions/agencies.

10. Immediate dissemination of this Memorandum to all concerned is desired.

(SGD.) GONFRE D. CORPUZ
Minister of Education and Culture

Incl.:

As stated

Reference:

None

Allotment: 4-2-4--(D.O. 1-76)

To be indicated in the Periodical Index
under the following subjects:

-NON-FORMAL EDUCATION
-SEMINARS
-UNIVERSITIES and COLLEGES
-WORKSHOPS

FORMAT FOR THE CASE REPORT ON NON-FORMAL EDUCATION
PROGRAMS UNDERTAKEN IN THE REGION/INSTITUTION

I. Background and Rationale

Conditions and events that led to the introduction of the program, time launched, key people involved and their qualifications.

II. Objectives

III. Description of Program

IV. Mechanism for Implementation

1. Organization and staffing
2. Financing and logistics
3. Controls
4. Evaluation
5. Factors contributing to the success of the program if they were institutionalized successfully
6. Factors contributing to failures, if innovations have not been institutionalized successfully
7. Present status
8. Problems encountered and how they were resolved or are being resolved

