

Republika ng Pilipinas  
(Republic of the Philippines)  
KATATANAYAN NG EDUKASYON AT KULTURA  
(MINISTRY OF EDUCATION AND CULTURE)  
Manila

October 3, 1978

MEC MEMORANDUM  
No. 245, s. 1978

MULTI-LEVEL NATIONAL WORK-CONFERENCE ON EDUCATIONAL TECHNOLOGY

To: Bureau Directors  
Regional Directors  
Chiefs of Services and Heads of Units  
Schools Superintendents  
Presidents, State Colleges and Universities

1. The Ministry of Education and Culture, with the cooperation of the Asian Center of Educational Innovation for Development, Unesco Regional Office for Education, Bangkok, Thailand, will conduct a multi-level national work-conference on educational technology with emphasis on low-cost educational materials, on November 26-29, 1978 at the Teachers Camp, Baguio City.
2. The objectives, expected outcomes, and various activities of the work-conference and the list of participants are inclosed.
3. Participants are requested to take along some models of teacher/pupil-prepared educational materials for display during the conference. Such exemplar materials should be properly labelled.
4. In the selection of participants preference must be given to those who have attended the national workshop on educational technology with special reference to development of low-cost educational materials in Lemery, Pangasinan in August 1978 or any of the regional seminar-workshops on the preparation of support instructional materials, or those who are in charge of Educational Media Program in the division or school.
5. Per diems and transportation expenses of participants to Baguio City and return to their respective stations should be charged against local funds, subject to the usual accounting and auditing regulations.
6. The inclosed registration form, duly accomplished by the recommended participant, should reach the Bureau of Elementary Education, MEC, Manila on or before November 9, 1978.







7. It is desired that this Memorandum be disseminated immediately.

(SOL.) OSWALD P. CORREIA  
Minister of Education and Culture

Encs.:  
As stated

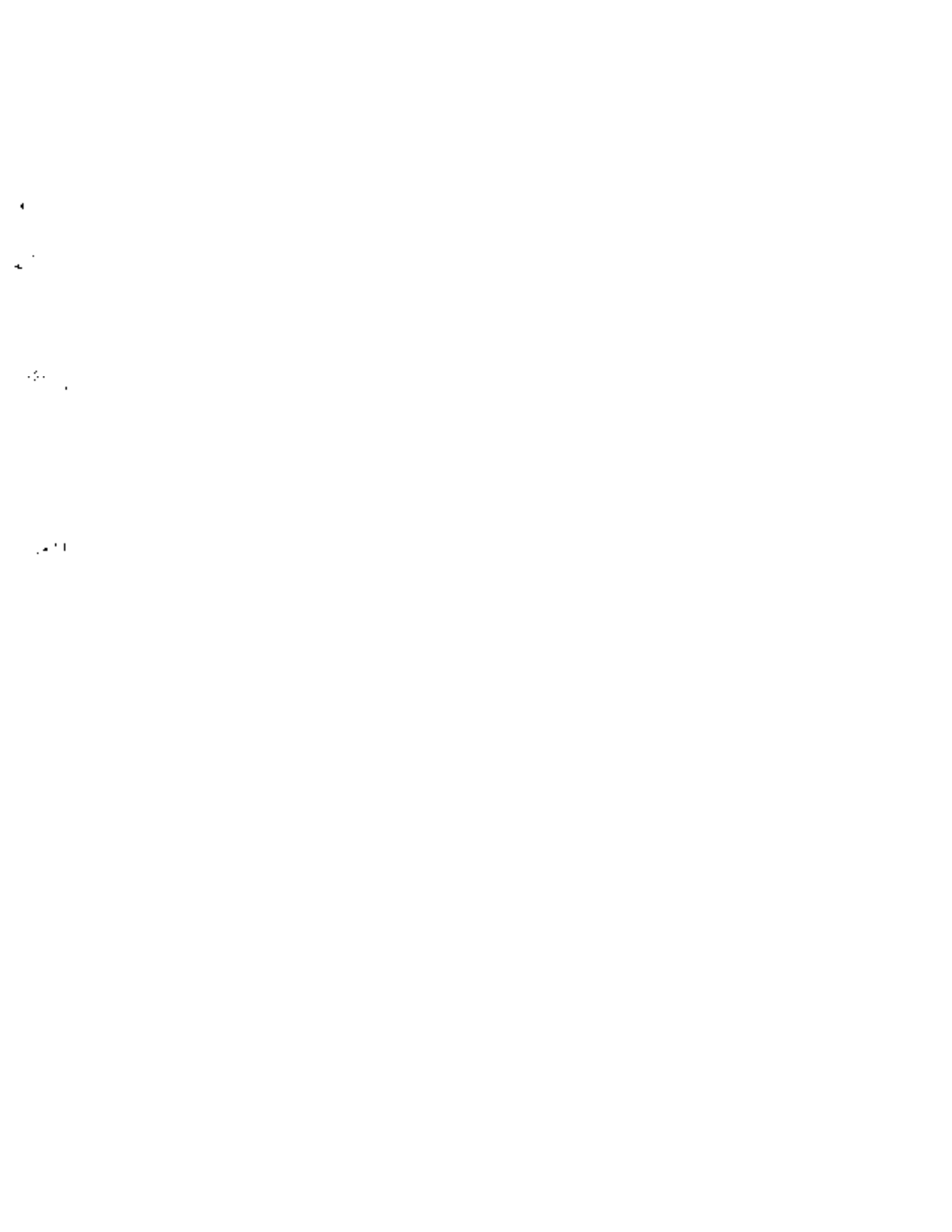
References:  
Department Memorandum No. 181, s. 1978  
SEC Memorandums Nos. 218 and 231, s. 1978 and  
18 and 205, s. 1978

Attachment: 1-2-8--(D.C. 1-78)

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

- ~~CONFERENCE~~
- ~~Course of Study, COLLEGE~~
- ~~" " " , ELEMENTARY~~
- ~~" " " , SECONDARY~~
- ~~OFFICIALS~~
- ~~TEACHERS~~
- ~~TRAINING AIDS~~









OBJECTIVES:

1. To intensify awareness of the value and need for low-cost educational materials including games and toys in teaching-learning situations.
2. To evolve a set of guidelines for designing, development, and utilization of low-cost educational materials.
3. To identify unused and under-utilized indigenous materials and locally available materials for the production of low-cost educational materials.
4. To prepare a program to maximize the production and utilization of low-cost educational materials for the improvement of instruction.

EXPECTED OUTCOMES:

1. A national program to maximize the production and utilization of low-cost educational materials with the optimum use of indigenous locally available resources and cultural heritage and capabilities.
2. A set of guidelines for designing, development and utilization of low-cost educational materials.
3. An inventory of low-cost educational materials including toys and games available in each region.
4. An inventory of indigenous raw materials, throw-aways, scraps and other materials, which could be utilized in the production of low-cost educational materials.
5. Maximum utilization of existing EMCs as hubs for display and demonstrations on the development and utilization of low-cost educational materials.

ACTIVITIES:

1. Display of low-cost educational materials including games and toys produced from indigenous materials, scraps and throw-aways.
2. Plenary discussion sessions -
  - a. Low-Cost Educational Materials Including Cultural Games and Toys: A Trend in Teaching Effectiveness
  - b. Basic Principles in Designing, Development and Utilization of Low-Cost Educational Materials
  - c. Techniques and Methods in the Production of Low-Cost Educational Materials
3. Group discussion sessions -
  - a. Identification and Classification of Low-Cost Educational Materials, Cultural Games and Toys in the Different Regions







- b. Identification and Classification of Unused and Under-Utilized Indigenous Materials, Scripts and Foreways for Educational Materials
- c. Guidelines for Designing, Development and Utilization of Low-Cost Educational Materials
- d. Plan for a National Program to Maximize the Production and Utilization of Low-Cost Educational Materials

**PARTICIPANTS:**

- 13 - division educational media supervisors, one from each region
- 12 - college instructors of Educational Technology/Audiovisual Education/Media in state colleges
- 4 - representatives, Curriculum Development Centers (one (1) from each CDC)
- 16 - chiefs, elementary education division/representatives
- 13 - chiefs, secondary education division/representatives
- 5 - representatives of Staff Bureaus (one (1) from each Bureau)
- 1 - representative of Non-Verbal Education Unit
- 2 - representative of Research and Development Center for Teacher Education
- 53 - Total number of participants

**CONSULTANTS:**

- 1 - AULIC, Unesco Representative, Bangkok, Thailand  
SECO officials/representatives

Assistant Secretary Hortensia S. Benosa

Dr. Ninda C. Susana

Dr. Junita S. Guerrero

Dr. Concepcion M. Madal

Dr. Esperanza P. Gonzalez

Dr. Leonidas S. Sumagaysay

Dr. Maria Tatiana

Mrs. Balbina C. Tacilla

Miss Salvador P. Navarro

Miss Sylvia Palaray

Mrs. Ursula M. Tangla

Mrs. Rodolfa S. Pineda

**SUPPORTIVE STAFF:**

- 3 - clerks
- 1 - handyman
- 1 - photographer
- 1 - technician









TEMPORARY PROGRAM OF ACTIVITIES

Sunday, November 25, 1979

- 2:00- 6:00 P.M. - Arrival of Participants  
Registration  
Putting up of Exhibits and Prototype  
Educational Materials
- 7:30- 9:00 P.M. - Fellowship Hour

1st Day - November 26, 1979, Monday

- 8:00- 9:00 A.M. - Viewing of Exhibits
- 9:30-10:00 A.M. - Opening Ceremonies
- 10:00-11:30 A.M. - Break
- 10:30-12:00 Noon - 1st Plenary Session
- 12:00 Noon - Lunch
- 1:30- 3:00 P.M. - 2nd Plenary Session
- 3:00- 3:20 P.M. - Break
- 3:20- 5:00 P.M. - 1st Work Session
- 5:30 P.M. - Steering Committee Meeting

2nd Day - November 27, 1979, Tuesday

- 8:00-10:00 A.M. - 2nd Work Session
- 10:00-10:30 A.M. - Break
- 10:30-12:00 Noon - 3rd Work Session
- 12:00 Noon - Lunch
- 1:30- 3:00 P.M. - 4th Work Session
- 3:00- 3:30 P.M. - Break
- 3:30- 5:00 P.M. - 5th Work Session
- 5:30 P.M. - Steering Committee Meeting

3rd Day - November 28, 1979, Wednesday

- 8:00-10:00 A.M. - 6th Work Session
- 10:00-10:30 A.M. - Break
- 10:30-12:00 Noon - 7th Work Session
- 12:00 Noon - Lunch
- 1:30- 3:00 P.M. - 8th Work Session
- 3:00- 3:20 P.M. - Break
- 3:20- 5:00 P.M. - 2nd Plenary Session - Progress Report by  
Group/Demonstration

4th Day - November 29, 1979, Thursday

- 8:00-12:00 Noon - Finalization of Group Reports and Plans  
of Action
- 12:00 Noon - Lunch
- 1:30- 4:30 P.M. - 3rd Plenary Session - Final Reports, Evaluative  
Resolutions/Recommendations
- 4:00- 4:30 P.M. - Break
- 4:30 P.M. - Closing Program







(Inclosure No. 2 to MEC Memorandum No. 245, s. 1979)

MULTI-LEVEL NATIONAL WORK-CONFERENCE ON EDUCATIONAL TECHNOLOGY  
Teachers Camp, Baguio City  
November 26-28, 1979

REGISTRATION FORM

Please accomplish this form in print in your own handwriting and submit it on or before November 9, 1979 to the Bureau of Elementary Education, Ministry of Education and Culture, Arcopocna Street, Manila.

Name: (Dr./Mr./Mrs./Miss) \_\_\_\_\_  
Surname First Name M.I.

Civil Status: \_\_\_\_\_ Sex: \_\_\_\_\_

Highest Educational Attainment: \_\_\_\_\_

C.S. Eligibility: \_\_\_\_\_

Present Position: \_\_\_\_\_

Institution/Office: \_\_\_\_\_

School Division: \_\_\_\_\_ U.C. Region: \_\_\_\_\_

Office Address: \_\_\_\_\_ Tel. No. \_\_\_\_\_

Home Address: \_\_\_\_\_

Special Training in Audiovisual Education/Educational Technology:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Signature

Recommended by: \_\_\_\_\_  
DATE

\_\_\_\_\_  
Schools Superintendent/Head of School





