

Republika ng Pilipinas
(Republic of the Philippines)
MINISTRI NG EDUKASYON, KULTURA AT ESPORTE
(MINISTRY OF EDUCATION, CULTURE AND SPORTS)
Manila

October 13, 1983

MECS MEMORANDUM
No. 207, s. 1983

NATIONAL TRAINING WORKSHOP ON CONTINUING EDUCATION

To: Bureau Directors
Regional Directors
Schools Superintendents

1. To insure the effective management of the Continuing Learning Delivery System (CLDS), the Office of Nonformal Education, this Ministry, in collaboration with the Asian Programme of Educational Innovation for Development, Unesco, Bangkok will conduct a national training workshop on distance education to be held at Baguio Vacation Normal School (BVNS), Baguio City, from November 21 to December 3, 1983.
2. The training workshop aims to develop leadership and management skills in key personnel involved in the program in order to put quality on the CLDS outcomes.
3. The objectives of this training workshop are as follows:
 - a. Develop skills for a more effective management, administration, monitoring, and evaluation of the CLDS within the region
 - b. Acquire skills in establishing linkages with other agencies in order to implement CLDS in the region
 - c. Produce supplementary learning materials for CLDS modules
 - d. Prepare evaluation instruments for CLDS
 - e. Prepare tutor's manual.
4. Participants to this training workshop are 13 regional NFE supervisors, 26 tutors selected from the CLDS study centers and ONFE staff involved in the CLDS program. The distribution of tutor participants by subject area is shown in the enclosure to this Memorandum.

3. The 13 regional NFE supervisors will attend only on the first two days to share their experiences or provide technical inputs on management, administration, monitoring and evaluation of CLBS in the regions.
6. Participants are requested to bring reference materials on the different subject areas for the preparation of supplementary learning materials.
7. Transportation expenses will be reimbursed by ONFE upon submission of tickets and/or official receipts, subject to the usual accounting and auditing regulations. Board and lodging will be provided for all the participants for the duration of the training workshop.
8. Participants are expected to check-in at the DVMS, Baguio City, on November 20, 1993. A copy of the Program of Activities is enclosed.
9. Immediate dissemination to all concerned and compliance with the contents of this Memorandum are earnestly requested.

(SGD.) ONOFRE B. SORIANO
Minister

Incl.:

As stated

Reference: NFECS Memorandum No. 127, s. 1993

Attachment: 1-2-3-4--(D.O. 1-76)

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

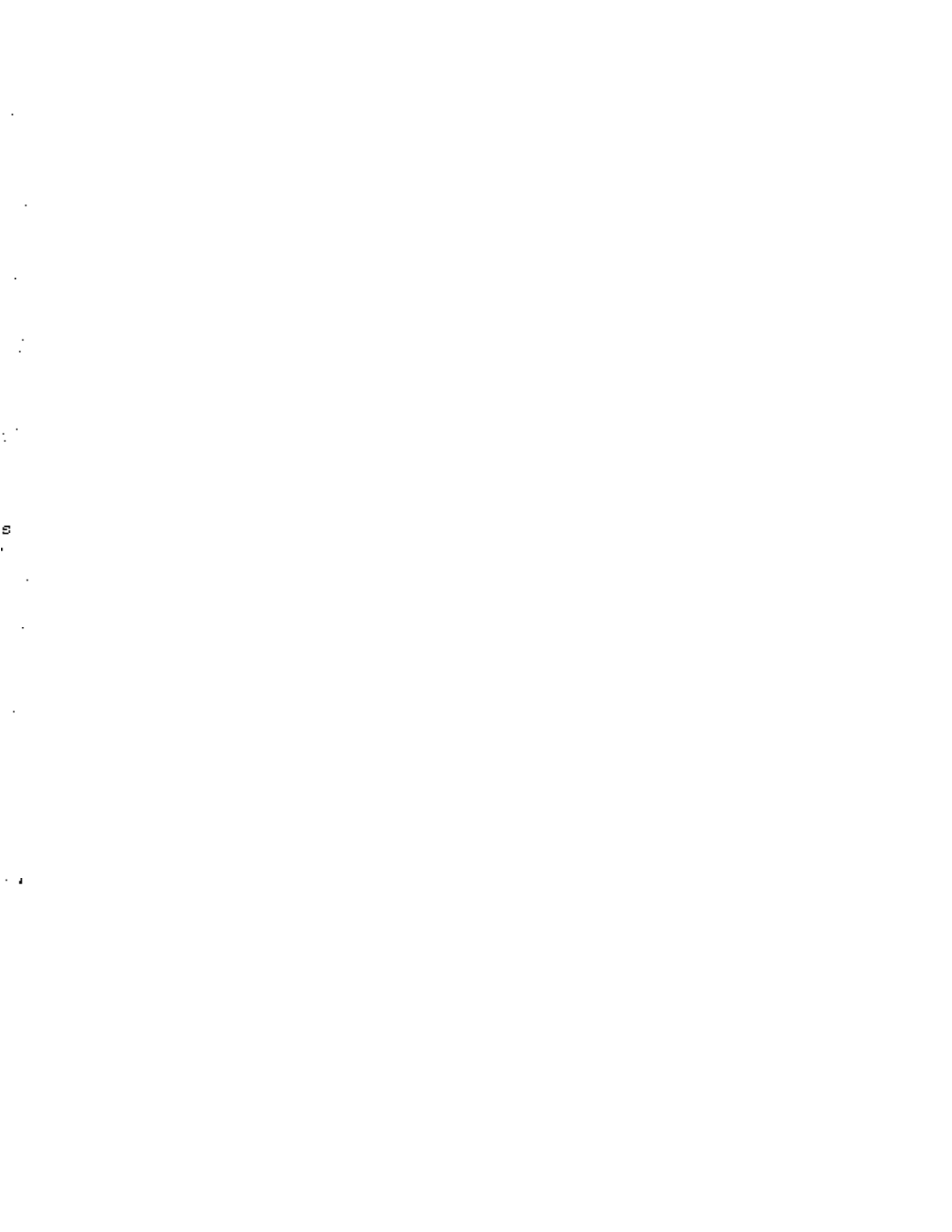
NONFORMAL EDUCATION
OFFICIALS
TEACHERS
TRAINING PROGRAM

(Inclosure to MECB Memorandum No. -207, s.s. 1983)

TESTATIVE SCHEDULE OF ACTIVITIES

| Date | 8:30 - 12:00 AM | 1:30 - 5:00 PM |
|-------------|--|---|
| November 21 | Opening Program | Plenary Session |
| | Presentation of: | Sharing of Experiences on: |
| | - Participants and Facilitators | - Management, administration, monitoring and evaluation of the CLDS in the region |
| | - Resource persons; Consultants | - Preparation of learning materials |
| | Workshop Orientation | |
| November 22 | Plenary Session | Plenary Session |
| | Discussions | Discussions |
| | Distance Education as an Alternative Delivery System | Preparation, Evaluation and Tryout of Supplementary Learning Materials |
| November 23 | Group Work | Group work |
| | Analysis of modules | Preparing drafts of supplementary learning materials on the different subject areas |
| | Determining materials to prepare | |
| | Plenary Session | |
| November 24 | Workshop (Cont.) | |
| November 25 | Workshop (Cont.) | |
| November 26 | Workshop (Cont.) | |
| November 27 | Free for the Participants | |

| | |
|-------------|--|
| November 28 | Field Work |
| | - Conducting Mini Tryout of Materials |
| | - Consolidating feedbacks and evaluating results |
| November 29 | Plenary Session |
| | - Evaluating the Results of the Field Tryout and Finalization of Draft |
| | - Producing the learning materials |
| November 30 | Plenary Session : Group Work |
| | Discussion : Construction of test items and other evaluative instruments |
| | Evaluation of Clientele Performance : |
| December 1 | Group Work |
| | Review of Tutors Manual |
| | Plenary Session |
| | Finalization of Manual |
| December 2 | Workshop Evaluation |
| | Finalization of Workshop Report |
| | : Adoption of Report |
| | : Closing Program |
| December 3 | Departure for Manila : |
| | Coffee Breaks: 10:00 - 10:15 |
| | 3:00 - 3:15 |



Executive Committee

Assistant Secretary Hortencia S. Bayoza - Chairman
OIG, Office of the Deputy Minister
for Nonformal Education

Acting Director Remedio P. Romulo
Office of Nonformal Education

Acting Assistant Director Lourdes S. Sumagaysay
Office of Nonformal Education

Consultants/Resource Persons

Director Minda C. Sutaria
Bureau of Elementary Education

Dr. Lourdes S. Sumagaysay
Acting Assistant Director
Office of Nonformal Education

Dr. Esperanza Gonzales
Chief, Curriculum Development Division

Dr. Lucila Tibig
Assistant Chief, Research and Guidance Division
Accreditation and Equivalency Program Officer
NETC

Dr. Lidinila Luis
Senior Educational Researcher
Bureau of Elementary Education

Mr. George Garma
NSICTE

Coordinators

Mrs. Rosario A. Robles
Vocational Education Supervisor II
OMFE

Miss Remedio C. Comas
Program Officer
OMFE

Facilitators

English - Mrs. Gloria Barrientos
Math - Mrs. Sofia Robles

| | |
|----------------|--------------------------|
| Science | - Mrs. Aida Dilao |
| Pilipino | - Mrs. Bienvenida Ocular |
| Social Studies | - Mrs. Victoria Cortes |
| Practical Arts | - Mrs. Erlinda Teodoro |

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| | |
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| Miss Flor Navarro | - Typist |
| Mrs. Clarita Gacote | - Typist |
| Mr. Federico Meguilla Jr. | - Artist Illustrator |

REGIONAL DISTRIBUTION OF TUTOR PARTICIPANTS
(by Subject Areas*)

| Region | English | Filipino | Social Studies | Math | Science | Practical Arts |
|--------|---------|----------|----------------|------|---------|----------------|
| I | | | | | / | / |
| II | | | / | / | | |
| III | / | / | | | | |
| IV | | | / | / | | |
| V | | | | | / | / |
| VI | / | / | | | | |
| VII | | | / | / | | |
| VIII | | | | | / | / |
| IX | / | / | | | | |
| X | | | / | / | | |
| XI | | | | | / | / |
| XII | / | | | / | | |
| NCR | / | / | | | | |

* The two (2) participants from the region shall not come from the same division.

