

Republika ng Pilipinas
(Republic of the Philippines)
MINISTRANG EDUKASYON, KULTURA AT ESPORTS
(MINISTRY OF EDUCATION, CULTURE AND SPORTS)
Maynila

March 26, 1984

MECS MEMORANDUM
No. 68, s. 1984

TEACHING AIDS CONTEST

To: Bureau Directors
Regional Directors
Schools Superintendents
Presidents, State Colleges and Universities
Heads of Private Schools, Colleges and Universities

1. Inclosed with this Memorandum is a copy of Letter of Instructions No. 1384 of the President of the Republic of the Philippines dated February 20, 1984 authorizing the Ministry of Education, Culture and Sports to conduct a nation-wide teaching aids contest. All teachers throughout the country are encouraged and invited to participate in this contest.

2. In view of the benefits which teachers will derive from participation in the contest and the laudable motives of the MECS, particularly its efforts to improve the supply as well as the quality of teaching aids, it is desired that all schools give this contest their full support. Dissemination of the contest in all the schools through various media is desired.

3. Also inclosed with this Memorandum are the guidelines and/or rules of the contest. Attention is invited to the details of the contest particularly to the entry requirements and the deadline for sending the entries. It is desired that regional committees be formed immediately to plan the details of the contest in accordance with the guidelines. All entries should be submitted to the Chairman of the Teaching Aids Contest Committee, Ministry of Education, Culture and Sports.

4. A report on the different activities undertaken by the region relative to this contest should be included in the annual report of the regional director.

(SGD.) JAJME C. LAYA
Minister

Incls.:

As stated

Reference: None

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

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

CONTEST	SCHOOLS
LEGISLATION	TEACHERS
REPORT	TEACHING AIDS

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(Inclosure No. 1 to MECS Memorandum No. 68, s. 1984)

LETTER OF INSTRUCTIONS NO. 1384

DIRECTING THE IMPROVEMENT OF SUPPLY AND QUALITY
OF TEXTBOOKS AND TEACHING AIDS

February 20, 1984

To: The Minister of Education, Culture and Sports
The Minister of Local Government and Community Development
The Minister of Finance
The Minister of the Budget
Provincial Governors and City and Municipal Mayors
The Chairmen and Members of Local School Boards

Whereas, the quality of educational outcomes is affected by the availability and quality of textbooks and teaching aids;

Whereas, the present low textbook-pupil ratio in the public schools prevents the maximum increase of the quality of Philippine education;

Whereas, the limited funds appropriated by government for the procurement of books and teaching aids need to be used in the most effective manner;

NOW, THEREFORE, I, FERDINAND E. MARCOS, President of the Philippines, by virtue of the powers vested in me by law, do hereby Order and Instruct:

1. Priority in the use of national, local, and special education fund resources (including those authorized for the purchase of books and teaching aids) shall be given to the procurement of the most current textbooks approved by the Ministry under the Textbook Production Project, in order to augment those provided through the Project, with the aim of reaching a textbook-pupil ratio of 1:1;

2. Textbooks for elementary grades and high schools may be purchased by the Ministry of Education, Culture and Sports, by local government units, or by local school boards without need for further special approvals beyond normal budgetary authorizations: Provided, That this authorization shall apply only to the most current textbooks authorized under the Textbook Production Project as circularized by the Minister of Education, Culture and Sports and at the maximum prices indicated therein; and Provided, Further, That the textbook-pupil ratio of 1:1 is not exceeded as a consequence of any such purchase;

3. The purchase of reference works shall be limited to the minimum library needs of a school. The standard contents of a school library shall be established by the Minister on recommendation of the Director of the National Library and the Director of the Bureau of Elementary Education or the Bureau of Secondary Education, as the case may be:

4. The purchase of supplementary readers, reference works not included in the list prepared under No. 3 above, commercially produced posters, flip charts, flash cards, workbooks and other teaching aids shall be suspended until further notice;

5. A special program for the development of low cost and indigenous teaching aids shall be launched in accordance with the following guidelines:

a. Teachers shall be trained to produce teaching aids and shall be provided tools and materials for the purpose, utilizing part of the maintenance and operating of regular equipment funds of the Ministry;

b. The Ministry shall conduct an annual contest for the best teaching aids produced by teachers and the schools equipped with the most effective teacher-produced teaching aids. Cash prizes shall be awarded the winners as may be approved by the Minister; and

c. The winning teaching aids may be produced in mass for distribution to teachers as part of the Textbook Project;

6. Savings in the budget of the Ministry of Education, Culture and Sports may be utilized to cover the prizes and other expenses incurred as a consequence of this Letter.

Done in the City of Manila, this 20th day of March, nineteen hundred and eighty four.

(SGD.) FERDINAND E. MARCOS
President

(Inclosure No. 2 to MECS Memorandum No. 68, s. 1984)

TEACHING AIDS CONTEST
(Sponsored by the Ministry of Education, Culture and Sports)

Rules of the Contest

1. Theme - The theme of the contest shall be "Love of Country."
2. Eligibility - The contest shall be open to all Filipino teachers presently performing teaching and non-teaching functions either in public or private elementary/secondary schools.
3. Entry Requirements - All entries shall be original, not published nor entered in any contest anywhere previously. Each entry shall bear only the pseudonym of the author. The real name of the contestant, his address, age, date of birth, degree, teaching experience, present position and station shall be placed in a separate envelope with only his pseudonym outside, which envelope shall be submitted together with his entry.
4. To Whom to Submit the Entries: The entries must be submitted to:

<u>Division Level</u>	<u>Regional Level</u>	<u>National Level</u>
The Chairman	The Chairmen	The Chairman
MECS Division Teaching Aids Contest Committee	MECS Regional Teaching Aids Contest Committee	MECS Teaching Aids Contest Committee
MECS Division Office	MECS Regional Office	MECS General Office
		Palacio del Gobernador Intramuros, Manila

5. Deadline for Submission of Entries - Entries if submitted in person or by messenger must reach and be stamped "Received" by the office of the contest committee chairman not later than: midnight of July 1, 1984 for the division level, midnight of July 24, 1984 for the regional level and midnight of August 1, 1984 for the national level. Entries sent by mail must be postmarked not later than midnight of the same dates. All entries submitted or postmarked later than midnight of July 1, 1984 for division category, July 24, 1984 regional category and August 1, 1984 for national category shall not be considered.

5. Processing Entries - The Contest Committee at each level shall allocate the entries received to a working committee which shall choose the three (3) best entries. The three (3) best entries thus selected shall then be submitted to the Board of Judges for the selection of the first, second, and third winning entries. The composition of the Board of Judges will be as follows:

<u>Division Level</u>	<u>Regional Level</u>	<u>National Level</u>
* Superintendent	* Director	* Director
Supervisors in-charge of:	Supervisors in-charge of:	Educational Researchers in-charge of:
- Social Studies	- Social Studies	- Social Studies
- Art/Media	- Art/Media	- Art/Media
- Industrial Arts	- Industrial Arts	- Industrial Arts

(* - Chairman of the Board of Judges)

The decision of the Board of Judges shall be final and incontestable.

7. Criteria/Basis for Judging

Teaching Aids include print and non-print materials such as workbooks, posters, flipcharts, flash cards, counting aids, puppets and other teaching materials that will help facilitate learning.

Criteria for Judging Teaching Aids:

- a. Directly related to the instructional objectives and the subject matter.
- b. Versatile: The teaching aid can be used in several teaching, learning situations and in different subject areas. It reinforces and brings up-to-date information in textbooks and other curriculum materials in use.
- c. Inexpensive. The teaching aid utilizes low-cost indigenous materials of the region where it comes from. It is worth the time, effort and money spent in constructing and preparing it.
- d. Attractive. The material must be compelling in the sense that it attracts attention and sparks the learners' reaction. Labels, captions, title and letterings must

be legible and comprehensible. It must be visually strong in verbal, pictorial and graphic design.

- e. Safe and Easy to Manipulate. The material must be simple and easy to manipulate. It does not need any electrical gadget or complicated direction for using it.
 - f. Durable. The teaching aid must be constructed in such a way that it can withstand long usage and several handlings. It can be used again and again in a number of teaching-learning situations.
 - g. Novel. The material is original, new and is not commercially available.
 - h. Export Quality. The workmanship of the material shows careful planning and satisfactory execution.
 - i. Promotes Love of Country. The content of the material should help in the development of national consciousness and desirable cultural values that will promote Filipinism and love of country. It should be free of conflicts or bias and is in good taste.
8. Announcement of Winners. - The three winning Teaching Aids and their respective authors will be announced publicly on or about July 10, 1984 for the Division Category, July 30, 1984 for the Regional level and September 8-12, 1984 for the National level. The winners will be individually notified by mail.
9. Awarding of Prizes. - The awarding of national and regional prizes will be made at an appropriate program of the Ministry of Education, Culture and Sports in Manila within Education Week, September 8-12, 1984.

The prizes are:

a) For the Division Level:

- Certificate of Merit/Recognition (Local)

b) For the Regional Level:

- Certificate of Merit/Recognition
- Cash amount of P1,000.00

c) For the National Level:

- Certificate of Merit/Recognition
- Cash Amount of:

P 5,000	- 1st Prize
P 3,000	- 2nd Prize
P 2,000	- 3rd Prize

- The travel expenses to Manila and return to place of origin will be reimbursed to the national winners when they receive the award.

10. Disposition of Entries - All entries submitted shall be the property of the MSCS and may be produced in mass for distribution to teachers as part of the textbook project.
11. A winning entry may be produced in mass for commercial purposes by the region that submitted it and may be procured by the Ministry for nationwide distribution. Profits shall accrue to the region.

