REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON, KULTURA AT ISPORTS
DEPARTMENT OF EDUCATION, CULTURE AND SPORTS
DECS Complex, Meralco Avenue
Pasig City, Philippines

PHILIPPINES

Sama-Sama
sa DECS

Tanggapan ng Kalihim
Office of the Secretary

January 3, 2001

DECS MEMORANDUM
No. 5, s. 2001

NATIONAL TRAINING FOR TRAINORS OF THE INTEL TEACH TO THE FUTURE PROGRAM

To: Bureau Directors
        Regional Directors
        Schools Division/City Superintendents

1.   INTEL Philippines Manufacturing, Inc., in collaboration with this Department and the Science Education Institute-Department of Science and Technology (SEI-DOST) will conduct the National Training for Trainors of the INTEL Teach to the Future Program on February 5-16, 2001 at the following venues:

   ♦   UP National Institute of Science and Mathematics Education (UP-NISMED)
         Quezon City

   ♦   Asia Pacific College
         No. 3 Humabon Place
         Magallanes Village, Makati City

2.   The national training aims to train a core of trainors who will prepare teachers for the effective use of information technology in the classroom. Specifically, the training is designed to enhance the computer application skills of the core group of trainors and to build their capability to integrate information technology in teaching.

3.   Participants in the aforecited training are one (1) teacher of Computer Education from each of the sixty-four (64) Science and Technology Oriented High Schools (list enclosed), regional supervisors in-charge of information Technology and ten (10) BSE and two (2) BEE Education Program Specialists. The teacher-participants to the training should possess the following qualifications:

   a.   Must be knowledgeable in the use of basic computer applications;
   b.   Must be majors of English, Science, Mathematics or Computer Education;
   c.   Must have good communication skills in both oral and written English;
   d.   Must have the drive to effect change;
   e.   Must be willing to serve as regional trainors;
   f.   Must have demonstrated skills in conducting training programs;

g. Must be trainable, resourceful and creative; and

h. Must be physically fit, and not more than fifty (50) years old at the time of nomination.

For purposes of profiling, the participants are requested to accomplish the enclosed questionnaire and fax or mail on or before January 15, 2001 to:

> The Secretariat
> INTEL Teach to the Future Program
> Science Education Institute
> 3rd Floor PTRI Bldg., Bicutan
> Taguig, Metro Manila
> Fax No. 837-0057

Likewise, teacher-participants are asked to bring a set of textbooks, sample lesson plans, with IT integration and other reference materials to be used during the training.

4. Participants are expected to register at their assigned venues before lunch on February 4 preparatory to the first activity at 1:00 p.m. of the same day.

5. INTEL shall subsidize the training including the travel expenses of participants. Transportation expenses shall be reimbursed upon presentation of appropriate receipts.

6. Immediate dissemination of this Memorandum is desired.

ANDREW GONZALEZ, FSC
Secretary

Encl.:
    As stated

Reference:
    None

Allotment: 1—(D.O. 50-97)

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

> COMPUTER EDUCATION
> INFORMATION TECHNOLOGY
> TEACHERS
> TRAINING PROGRAMS

LIST OF PARTICIPATING S & T ORIENTED HIGH SCHOOLS

Venue: UP-NISMED
Diliman, Quezon City

REGION I
Pangasinan National High School
Lingayen, Pangasinan

Binalonan National High School
Binalonan, Pangasinan

Ilocos Sur National High School
Vigan, Ilocos Sur

Sarrat National High School
Sarrat, Ilocos Norte

REGION II
Nueva Vizcaya Gen. Comp. High School
Bayombong, Nueva Vizcaya

Isabela National High School
Ilagan, Isabela

Cagayan National High School
Tuguegarao, Cagayan

Quirino General High School
Cabarruguis, Quirino

REGION III
Tarlac National High School
Tarlac, Tarlac

Olongapo City National High School
Olongapo City

M.H. del Pilar High School
Malolos, Bulacan

Bataan National High School
Balanga, Bataan

REGION IV
Cavite Provincial Science High School
Maragondon, Cavite

Batangas National High School
Batangas City

J. Leido Memorial High School
Calapan, Oriental Mindoro

REGION IV Cont.
Lipa City Science High School
Lipa City Science High School

Quezon National High School
Lucena City

P. Guevarra Mem. High School
Sta. Cruz, Laguna

Rizal National High School
Maragondon, Cavite

REGION V
Tabaco National High School
Tabaco, Albay

Vinzons Pilot High School
Vinzons, Camarines Norte

Camarines Sur National High School
Peñafrancia Ave., Naga City

Masbate Nat. Comp. High School
Masbate, Masbate

NCR
V. Mapa High School
Sta. Rafael, San Miguel, Manila

Quezon City Science High School
Scienta Road, Bago Bantay, Quezon City

Rizal High School
Caniogan, Pasig City

Muntinlupa National High School
Muntinlupa City

Parañaque National High School
Dr. A. Santos Avenue, Parañaque City

REGION VI
Capiz National High School
Roxas City

Iloilo National High School
La Paz, Iloilo

Bacolod City National High School
Bacolod City

Cabatuan National High School
Cabatuan, Iloilo

REGION VII
Cebu City Nat. Science High School
Cebu City

Mandaue City Nat. High School
Mandaue City

San Remigio National High School
San Remigio, Cebu

Badian National Comp. High School
Badian, Cebu

REGION VIII
Leyte National High School
Tacloban City

Ormoc City National High School
Ormoc City

Samar National High School
Catbalogan, Samar

Baybay High School
Baybay, Leyte

REGION IX
Zamboanga City High School
Zamboanga City

Zamboanga del Norte National High School
Dipolog City

Zamboanga del Sur National High School
Pagadian, Zamboanga del Sur

Ayala National High School
Zamboanga City

REGION X
Misamis Or. Gen. Comp. High School
Don Apolinar Velez St., Cagayan de Oro City

Bukidnon National High School
Fortich, Malaybalay, Bukidnon

Cagayan de Oro City High School
Nazareth, Cagayan de Oro City

Alubijid Nat. Comp. High School
Alubijid, Misamis Oriental

REGION XI
Davao City National High School
Davao City

Daniel R. Aguinaldo High School
Matina, Davao City

Tagum National High School
Mabuga, Tagum City

Davao del Sur National High School
Digos, Davao del Sur

REGION XII
Kidapawan National High School
Kidapawan, North Cotabato

Iligan City East High School
Sta. Filomena, Iligan City

Iligan City National High School
Roxas Ave., Iligan City

Lanao del Norte Nat. Comp. High School
Baroy, Lanao del Norte

CARAGA
Agusan National High School
Butuan City

Agusan del Sur National High School
San Francisco, Agusan del Sur

Surigao del Norte National High School
Penaranda, Surigao City

ARMM

Esperanza High School
Esperanza, Sultan Kudarat

CAR

Baguio City National High School
Baguio City

Pines City National High School
Baguio City

Mankayan National High School
Mankayan, Benguet

Mt. Province Gen. Comp. High School
Bontoc, Mt. Province

QUESTIONNAIRE FOR PARTICIPANTS
INTEL Teach to the Future Program

Dear Participant:

This questionnaire is designed to gather information on your training strengths in basic computer operations. Your response to this questionnaire will be most helpful in planning the aforecited training program.

Part I   - Personal Information

Please check ( ) or supply the requested information in each of the items below.

1.   Name :   _____
2.   Gender: ( ) Male   ( ) Female
3.   Age: _____ (as of last birthday)
4.   Highest Educational Attainment: _____
5.   Undergraduate Degree and Major: _____
6.   Current Position/Designation: _____
7.   Number of Years in Current Position: _____
8.   School: _____
9.   Region/Division: _____

Part II – Training Strengths Assessment

A.   Supply the requested information relative to training programs on basic computer operations and on staff development attended either on official or personal capacity within the last five (5) years. Please use another sheet if necessary.

Title of Training	Level of Training (International, National, Regional, Division)	Inclusive Dates	Total Number of Hours of Training	Organization which Conducted the Training

B.   Rate your degree of confidence and competence in demonstrating basic computer skills by ticking (/) the appropriate column using the boxed scale below.

5 – If you are absolutely confident that you can demonstrate the skill with competence
4 – If you are confident that you can demonstrate the skill with competence
3 – If you are somewhat confident that you can demonstrate the skill with competence
2 – If you are a little confident that you can demonstrate the skill with competence
1 – If you are not confident that you can demonstrate the skill with competence

Skill	5	4	3	2	1
1. Operating System					
2. Word Processing					
3. Spreadsheets					
4. Basic Programming					
5. Troubleshooting					

C.   Do you have any experience in conducting training programs? Please specify.

_____

Signature: _____
Date accomplished: _____