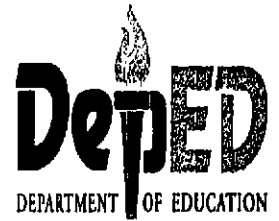




REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON
DEPARTMENT OF EDUCATION
DepED Complex, Meralco Avenue, Pasig City



Office of the Secretary

MAR 25 2004

DepED ORDER
No. 23, s. 2004

Direct Line: 633-7208/7228
Fax: 636-4876
DETxt: 0919-456027
E-mail: osec@deped.gov.ph
Website: <http://www.deped.gov.ph>

GUIDELINES ON THE USE OF COMPUTER LABORATORIES
IN TEACHING AND LEARNING

To: Regional Directors
Schools Division/City Superintendents
Heads, Public Secondary Schools

1. In line with the integration of Information and Communication Technology (ICT) in teaching and learning in the implementation of the 2002 Basic Education Curriculum (BEC), the following guidelines are hereby issued in order to efficiently and effectively manage the technology environment in the schools concerned:
 - a. The shift from teaching/learning about the technology (computer literacy) to teaching/learning with technology (integration of ICT in teaching/learning across all subject areas) will be implemented. This means that the school head shall see to it that all teachers and students shall have free access to the computer laboratory which is the school's centralized multimedia learning resource center. The specialized lifeskills subject, Computer Education in TLE III and IV shall remain but in the context of using the computer application tools such as word processing, spreadsheet and presentations in business technology; and
 - b. To avoid wastage of technology resources, any school division with reported stolen computers and peripherals or padlocked computer laboratory shall not be entitled to future computer assistance for a period of one year. In order to prevent computers from being stolen, future bid specification shall include the provision of flat iron bars with nuts and bolts around the CPU casing attached permanently to the computer table.
2. Provisions of previous issuances that are inconsistent with this Order are rescinded.
3. Compliance with this Order is directed.

EDILBERTO C. DE JESUS
Secretary

Sheila, MPPD, DM Computer Laboratories
March 10, 2004

Reference: None
Allotment: 1—(D.O. 50-97)
To be indicated in the Perpetual Index
under the following subjects:

COMPUTER EDUCATION
INFORMATION TECHNOLOGY
SCHOOLS