



Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION

June 20, 2024

REGION MEMORANDUM
CLMD-2024-192

**WORKSHOP ON THE DEVELOPMENT, EVALUATION, REVISION AND
ENHANCEMENT OF COURSE KITS FOR FUNCTIONAL EDUCATION
AND LITERACY PROGRAM (FELP) COURSES**

To: Schools Division Superintendents

1. With reference to Memorandum DM-CT-2024-192, the Bureau of Alternative Education (BAE) will conduct a **Workshop on the Development, Evaluation, and Revision and Enhancement of Course Kits for Functional Education and Literacy Program (FELP) Courses** with the following details:

Name of Activity	Participant/Position /Role/Theme	Office/SDO	Inclusive Dates	Venue
Workshop on the Development of Course Kits for Functional Education and Literacy Program (FELP) Courses	Valentin H. Loable - PDO II Layout Artist Introduction to Setting up a Business	SDO General Santos City	July 1-5, 2024	Lime Hotels and Resorts, Pasay City
Workshop on the Evaluation of Course Kits for Functional Education and Literacy Program (FELP) Courses	Cynthia G. Diaz – EPS Pedagogy Reviewer Responsible Parenting Education	DepEd ROXII, CLMD	September 9-13, 2024	Specific Venue will be announced on a separate issuance
	Aletha Jane G. Alindo PDO II Layout/Format Reviewer Digital Citizenship and Cybersafety	SDO Sarangani	September 9-13, 2024	Specific Venue will be announced on a separate issuance
Workshop on the Revision and Enhancement of Course Kits for Functional Education and Literacy Program (FELP) Courses	Valentin H. Loable - PDO II Layout Artist Introduction to Setting up a Business	SDO General Santos City	October 7-11, 2024	Specific Venue will be announced on a separate issuance

2. This activity specifically aims to attain and accomplish the following:
- Develop Learning Resources for Additional FELP Courses;
 - Evaluate and quality assure the Learning Resources for Additional FELP courses; and
 - Revise and enhance the Learning Resources for Additional FELP Courses.



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3. Participants are expected to bring laptops.
4. Board and lodging of the participants shall be charged against 2024 FLO-ALS Fund while travel and other incidental expenses of the participants shall be charged to the funds comprehensively released to the Regional Office per DM-CT-2024-046 entitled "Fiscal Year 2024 Alternative Learning System Funds Directly Released to the Regional Offices," and will be paid in full upon submission of the travel documents, subject to the usual accounting and auditing rules and regulations. In case the downloaded funds are not sufficient to cover the actual expenses incurred, Program Support Fund (PSF) Fiscal Year (FY) 2024 or local funds will be utilized to augment the reimbursement of the said activity.
5. First meal shall be breakfast on day 1 and last meal shall be dinner on day 5. Please see attachment 1 for the indicative program of activities.
6. For queries and clarifications, you may contact **Crisanto M. Bulado**, EPS at **crisanto.bulado@deped.gov.ph**.
7. For information and guidance of all concerned.


CARLITO D. ROCAFORT
Director IV

Enclosure: None

Reference: DM-CT-2024-192

Allotment: 2024 FLO-ALS Funds

To be indicated in the PERPETUAL INDEX under the subject

CURRICULUM

ALTERNATIVE LEARNING SYS.

CMB/CLMD/ WORKSHOP ON THE DEVELOPMENT, EVALUATION, AND REVISION AND ENHANCEMENT OF COURSE KITS FOR FUNCTIONAL EDUCATION AND LITERACY PROGRAM (FELP) COURSES / 200/JUNE 20, 2024



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Attachment 1 of Region Memorandum CLMD-2024-192

Workshop on the Development of Course Kits for Functional Education and Literacy Program (FELP) Courses
July 1-5, 2024

Indicative Program of Activities

TIME	Day 1 (Monday)	Day 2 (Tuesday)	Day 3 (Wednesday)	Day 4 (Thursday)	Day 5 (Friday)
7:00-7:30 7:31-9:00	Registration of Participants				
8:01-9:00 9:01-10:00	I. OPENING PROGRAM *National Anthem *Prayer *DepEd Quality Policy *Acknowledgment of Participants *Welcome Remarks *Message *Statement of Purpose and *Presentation of Mechanics Photo Opportunity II. Plenary Session Session 1: Overview and Background of Functional Education and Literacy Program (FELP) – Additional Course Outline Development Session 2: Presentation of the Mechanics of the Workshop on the Development of Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation Session 3: Orientation on General Learning Resource (LR) Guidelines on the Development of Course Kits	Workshop 3 Choosing effective instructional design. Choose strategies and methods based on suggested learning principles for the Additional Course Kits.	Workshop 5 Developing Activities aligned to course objectives of the Course Kits.	Workshop 6 Developing assessment methods to evaluate learners' understanding and application of the course kit. This can include quizzes, assignments, projects, or practical scenarios. Designing the Summative Assessment for Micro-certification	Workshop 7 Completion of the Course Kits for FELP Pilot Implementation (Version 1)
10:01-10:10 10:11-11:00 11:01-12:00		Continuation of Workshop 3 Choosing effective instructional design.	Continuation of Workshop 5 Developing Activities aligned to course objectives of the Course Kits	Continuation of Workshop 6 Designing the Summative Assessment for Micro-certification	Continuation of Workshop 7 Completion of the Course Kits for FELP Pilot Implementation (Version 1) Presentation and Critiquing of the Completed FELP-Financial Education Course Template
12:01-1:00		Continuation of Workshop 3			
1:01-2:00 2:01-3:00	Workshop 1 Discussion on the Additional Course Kits Template	Workshop 4 Drafting Course Kits Contents based on provided template	Continuation of Workshop 5 Developing Activities aligned to course objectives of the Course Kits	Continuation of Workshop 6 Designing the Summative Assessment for Micro-certification	Submission of the Course Kits for FELP Pilot Implementation (Version 1)
3:01-3:10 3:01-4:00	Workshop 2 Defining goals and objectives of the Workshop on the Development of Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation	Continuation of Workshop 4 Drafting Course Kits Contents based on provided template	Presentation and Critiquing of Workshop 5 Outputs	Presentation and Critiquing of Workshop 6 Outputs	Submission of Final Outputs



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Workshop on the Evaluation of Course Kits for Functional Education and Literacy Program (FELP) Courses
September 9-13, 2024
Indicative Program of Activities

TIME	Day 1 (Monday)	Day 2 (Tuesday)	Day 3 (Wednesday)	Day 4 (Thursday)	Day 5 (Friday)
7:00-7:30	Breakfast and Registration				
7:31-8:00	Management of Learning				
8:01-9:00	I. OPENING PROGRAM *National Anthem *Prayer *Singing Quality Factor *Acknowledgment of Participants *Welcome Remarks *Message *Statement of Purpose and Presentation of Memorabilia *Vote Opposites Plenary Session 1: Overview and Background of Additional Course Kits for FELP	Continuation of Workshop 1 Individual Evaluation (Content, Activities and Assessment)	Workshop 2: Team Evaluation Discussion with teammate	Workshop 3: Preparation of Team Summary of Findings Reports	Continuation of Workshop 3 Preparation of Team Summary of Findings Reports
9:01-10:00					
10:01-10:10	HEALTH BREAK				
10:11-11:00	Plenary 2: Orientation on the Guidelines and Mechanics of the Workshop on the Evaluation Additional Course Kits for FELP. Plenary 3: Discussion of the Evaluation Tools and Summary of Findings, Correction, and Review Form (SFCR) Distribution of the Assigned Additional Course Kits for Evaluation	Continuation of Workshop 1 Individual Evaluation (Content, Activities and Assessment)	Continuation of Workshop 2 Team Evaluation Discussion with teammate	Continuation of Workshop 3: Preparation of Team Summary of Findings Reports	Presentation and Critiquing of Outputs
11:01-12:00					
12:01-1:00	LUNCH				
1:01-2:00	Workshop 1: Individual Evaluation (Content, Activities and Assessment)	Continuation of Workshop 1 Individual Evaluation (Content, Activities and Assessment)	Continuation of Workshop 2 Team Evaluation Discussion with teammate	Continuation of Workshop 3: Preparation of Team Summary of Findings Reports	Continuation of the Presentation and Critiquing of Outputs
2:01-3:00					
3:01-3:10	HEALTH BREAK				
3:01-4:00	Continuation of Workshop 1 Individual Evaluation (Content, Activities and Assessment)	Continuation of Workshop 1 Individual Evaluation (Content, Activities and Assessment)	Continuation of Workshop 2 Team Evaluation Discussion with teammate	Continuation of Workshop 3: Preparation of Team Summary of Findings Reports	Submission of Final Outputs CLOSING PROGRAM *National Anthem *Prayer *Insights and Impressions *Message of the Director *Message of the Workshop *Challenge *Acceptance of Challenge *Closing Remarks
4:01-5:00					
Expected Outputs	Participants were given orientation on the Guidelines and Mechanics of the Workshop on the Evaluation of Financial Education Course Kits for FELP Pilot Implementation	The consolidated, agreed comments and recommendations in the Summary of Corrections Reports Financial Education Course Kits for FELP Pilot Implementation	The consolidated, agreed comments and recommendations in the Team Summary of Corrections Reports Financial Education Course Kits for FELP Pilot Implementation	Team Summary of Findings Reports	Submitted final outputs
Officer of the Day	Iza Rubiales	Michael Angelo V. Infante	Genius R. San Pablo	Michael Angelo V. Infante	Iza Rubiales



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**Workshop on the Revision and Enhancement of Course Kits
 for Functional Education and Literacy Program (FELP) Courses
 October 7-11, 2024**

Indicative Program of Activities

TIME	Day 1 (Monday)	Day 2 (Tuesday)	Day 3 (Wednesday)	Day 4 (Thursday)	Day 5 (Friday)
7:00-7:30	Arrival and Billeting of Participants	Breakfast and Registration			
7:31-8:00		Management of Learning			
8:01-9:00	I. OPENING PROGRAM *National Anthem *Prayer *DEPED Quality Policy *Acknowledgment of Participants *Welcome Remarks *Message *Statement of Purpose and *Presentation of Mechanics Photo Opportunity II. Plenary Session Session 1: Overview and Background of Revision and Enhancement of Additional Course Kits for Functional Education and Literacy Program (FELP)	Continuation of Workshop 1: Revision of Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation	Continuation of Workshop 1: Revision of Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation	Continuation of Workshop 2 Discussion with the Development Team on the consensus revisions to be implemented on the Additional Course Kits for Functional Education and Literacy Program (FELP).	Finalization of Outputs Version 2 of the Additional Course Kits for Functional Education and Literacy Program (FELP).
9:01-10:00					
10:01-10:10	HEALTH BREAK				
10:11-11:00	Session 2: Orientation on the Guidelines and Mechanics of the Workshop on the Revision and Enhancement of Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation	Continuation of Workshop 1: Revision of Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation	Continuation of Workshop 1: Revision of Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation	Continuation of Workshop 2 Discussion with the Development Team on the consensus revisions to be implemented on the Additional Course Kits for Functional Education and Literacy Program (FELP).	Finalization of Outputs Version 2 of the Additional Course Kits for Functional Education and Literacy Program (FELP)
11:01-12:00					
12:01-1:00	LUNCH BREAK				
1:01-2:00	Workshop 1: Revision of Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation	Continuation of Workshop 1: Revision of Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation	Workshop 2: Discussion with the Development Team on the consensus revisions to be implemented on the Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation	Continuation of Workshop 2 Discussion with the Development Team on the consensus revisions to be implemented on the Additional Course Kits for Functional Education and Literacy Program (FELP).	Submission of Outputs Version 2 of the Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation
2:01-3:00					
3:01-3:10	HEALTH BREAK				
3:01-4:00	Continuation of Workshop 1: Revision of Additional Course Kits for Functional Education and Literacy Program (FELP)	Continuation of Workshop 1: Revision of Additional Course Kits for Functional Education and Literacy Program (FELP) Pilot Implementation	Continuation of Workshop 2 Discussion with the Development Team on the consensus revisions to be implemented on the Additional Course Kits for Functional	Continuation of Workshop 2 Discussion with the Development Team on the consensus revisions to be implemented on the Additional Course Kits	CLOSING PROGRAM *National Anthem *Prayer *Insights and Impressions
4:01-5:00					



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