



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DIGOS CITY

DIVISION MEMORANDUM
CID-2025- 161

To : Assistant Schools Division Superintendent
CID and SGOD Chiefs
Public Schools District Supervisors of Secondary Schools District
Education Program Supervisors
Concerned Public and Private Senior High School Heads
All Senior High School Teachers (Public and Private)

Subject: CONDUCT OF SEMINAR-WORKSHOP ON "ELEVATING TEACHING STANDARDS: ADVANCING INSTRUCTION FOR SENIOR HIGH SCHOOL TEACHERS"

Date : May 21, 2025

In support of the Department of Education's thrust to uplift instructional quality and promote Higher Order Thinking Skills (HOTS), the Schools Division of Digos City shall conduct a 5-day face-to-face live-out seminar-workshop titled "Elevating Teaching Standards: Advancing Instruction for Senior High School Teachers" on May 26–30, 2025, at Kapatagan National High School, Brgy. Kapatagan, Digos City.

The training aims to enhance teacher competencies in lesson planning and assessment by integrating the Structure of Observed Learning Outcomes (SOLO) taxonomy and 21st-century skills in classroom instruction and evaluation.

Objectives:

1. Demonstrate mastery of the SOLO Framework and HOTS PLPs principles;
2. Develop SOLO-based teaching and assessment strategies;
3. Formulate assessment items that promote HOTS; and
4. Produce lesson plans and Budget of Work aligned with curriculum standards.

Participants are required to bring:

- Laptops and extension cords
- Instructional materials (lesson plans and assessment samples)
- Internet-ready devices

Expenses related to meals (two snacks and one lunch per day) and other essential costs shall be charged to local funds / Division MOOE for public school and division personnel. Meanwhile, travel and other incidental expenses shall be charged against the school MOOE for participating public school teachers and school heads, and Division MOOE for division personnel, subject to the usual accounting and auditing rules and regulations.



Address: Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8002
Telephone No: (082)553-8396 | (082)553-8376 | (082)553-9170
| (082)553-8375

Private school teachers and school heads are also invited to participate in the seminar. A daily fee of ₱450.00 will be collected per participant to cover two snacks and one lunch meal per day for the five-day training.

Service credits will be granted to teaching personnel pursuant to DepEd Order No. 53, s. 2003 ("Updated Guidelines on the Grant of Vacation Service Credits to Teachers"), and compensatory time-off credits will be provided to non-teaching personnel in accordance with Civil Service Commission (CSC) Resolution No. 98-404 and Memorandum Circular No. 41, s. 1998, which provides guidelines on the use of compensatory time-off for services rendered beyond regular working hours. The complete list of participants, members of the program management team / technical working group and program matrix are attached as Enclosures 1 and 2.

For inquiries, you may contact Dr. Ivy F. Solano at 09295285142.

Immediate and wide dissemination of this memorandum is highly desired.

For and in the absence of
Schools Division Superintendent

Cherrie Anne B. Bohol 5/22/25
CHERRIE ANNE B. BOHOL
Education Program Supervisor, SGOD
Officer-In-Charge



Enclosed: As stated.

CID/ifs



Address: Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8002
Telephone No: (082)553-8396 | (082)553-8376 | (082)553-9170
| (082)553-8375

MEMBERS OF THE DIVISION PROGRAM MANAGEMENT TEAM / TECHNICAL WORKING COMMITTEE

No	Name	TOR
1.	Beverly Daugdaug	Overall Chairperson
2.	Ivy F. Solano	Overall – Supervising Chairperson/SHS Focal
3.	All Education Program Supervisors	Overall – Supervising Co-chairpersons; Logistics and other related tasks; and facilitators per leaning area
4.	Angel V. Bisaga	Management of Learning, Electronic Backdrop and as master of ceremonies
5.	Zandria M. Sy	
6.	Gervasio R. Salinas	Supervising Members, Photo Documentation, Terminal Report, Hall Preparation, Food Distribution and other related tasks
7.	Jessica G. Lucero	
8.	Elizabeth F. Quiñones	
9.	Joan M. Niones	Registration of participants and Room reservations at Kapatagan National High School for plenary and breakout sessions
10.	Rodel Pagayon	

BREAKOUT FACILITATORS:

Facilitators	Learning Area
Ivy F. Solano and Jem Boy Cabrella	GROUP 1 MATHEMATICS AND SCIENCES
Joan M. Niones	GROUP 2 LANGUAGE AND COMMUNICATION/ WIKA AND KOMUNIKASYON
Rowena M. Magdayao and Zandria M. Sy	
Rodel Pagayon, Inda D. Nacua and Angel V. Bisaga	GROUP 3 PHILO, HUMANITIES AND SOCIAL SCIENCES
Leilani T. Siñeres and Elizabeth F. Quiñones	GROUP 4 TVL, OTHER APPLIED SUBJECTS, III AND RESEARCH-RELATED

NURSE-ON-DUTY AND SMM&E:

Name	Designation	Station
Joel Gomito, RN	Nurse II	SDO
Russel Kevin T. Maurin, RN	Nurse II	SDO
Reyzen O. Monserate	SEPS-SMM&E	SDO



Address: Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8002
Telephone No: (082)553-8396 | (082)553-8376 | (082)553-9170
| (082)553-8375

LIST OF PARTICIPANTS

GROUP 1 ABM, MATHEMATICS AND SCIENCES

	NAME	SCHOOL	LEARNING AREA
1	ASARAK, YASIR A.	DIGOS CITY SHS	ABM
2	CODERA, LHYRA D.	DICNHS	ABM
3	GIMEDA, LLYL DAVE	KAPATAGAN NHS	ABM
4	HINGCO, MA. CHRISTINA ALESSANDRA A.	DICNHS	ABM
5	ORQUINA, RHEA M.	DIGOS CITY SHS	ABM
6	RAMOS, ROBIN CHARLES O.	DIGOS CITY SHS	ABM
7	REMONDE, ERMELYN A.	DIGOS CITY SHS	ABM
8	RODRIGUEZ, MON BRIAN H.	DICNHS	ABM
9	TORRES, ELLEN MAE F.	DICNHS	ABM

	NAME	SCHOOL	LEARNING AREA
1	ABELLA, VENECAR CONDIMAN	MATTI NHS	MATHEMATICS
2	AMPONG, LEA M.	SOONG NHS	MATHEMATICS
3	ARES, EARL JOHN D.	DICNHS	MATHEMATICS
4	ARTIAGA, EILEEN V.	DICNHS	MATHEMATICS
5	CABIGAS, ANA MARIE L.	DIGOS CITY SHS	MATHEMATICS
6	CASTANARES, JHON LLOYD G.	DIGOS CITY SHS	MATHEMATICS
7	DELIMA, VERONICA T.	DICNHS	MATHEMATICS
8	DUMAGAN, FELIX RAY R.	KAPATAGAN NHS	MATHEMATICS
9	GARZON, JOHNRYL B.	KAPATAGAN NHS	MATHEMATICS
10	GULTIANO, JUNER O.	DIGOS CITY SHS	MATHEMATICS
11	LEGASPI, ABSHALOM P.	GOMA NHS	MATHEMATICS
12	LLEMIT, IMMA TESSIE DONNE D.	GOMA NHS	MATHEMATICS
13	MANTILLA, MICHAEL C.	DICNHS	MATHEMATICS
14	PACIFICAR, JOHN SILVER BACALANGCO	MATTI NHS	MATHEMATICS
15	ROLLAN, SHERMAE ALAG	MATTI NHS	MATHEMATICS
16	SAMPAGA, MARY CRIS F.	DIGOS CITY SHS	MATHEMATICS
17	TENEBRO, JACQUELYNE B.	DICNHS	MATHEMATICS

	NAME	SCHOOL	LEARNING AREA
1	ALBA, ALMA C.	RUPARAN NHS	SCIENCE
2	ALFONSO, ELIKA FAYE MANGO HOM	MATTI NHS	SCIENCE
3	BIONGAN, ADMIRAL A.	DIGOS CITY SHS	SCIENCE
4	CHICOTE, KATLEYA A.	DIGOS CITY SHS	SCIENCE
5	CONOMAN, XIOMARAH MYRNEL PADILLO	MATTI NHS	SCIENCE
6	DELOS TRAJES, JEROME L.	DIGOS CITY SHS	SCIENCE
7	DELUAO, FRANCIS PHILIP G.	DIGOS CITY SHS	SCIENCE
8	DUMADAG, FLORADEL M.	DICNHS	SCIENCE

9	FLORIDA, KIRT ALLEN GOHIL	MATTI NHS	SCIENCE
10	GOMEZ, DANIEL MISTOLA	MATTI NHS	SCIENCE
11	LARANJO, MIRALUZ R.	DIGOS CITY SHS	SCIENCE
12	LLIDO, CHRIS OLEMAR AVENIDO	MATTI NHS	SCIENCE
13	NACUA, NIÑO R.	DICNHS	SCIENCE
14	OCAMPO, BRANDON	DICNHS	SCIENCE
15	PARISAN, DEMROSE JOY A.	DIGOS CITY SHS	SCIENCE
16	SANCHEZ, AILEEN JOY M.	DICNHS	SCIENCE
17	AGUIRRE, ALLEN JOY P.	SOONG NHS	SCIENCE
18	TRONDILLO, MARIA PHILINDA L.	DIGOS CITY SHS	SCIENCE
19	VENDER, RIZZA CHEN T.	KAPATAGAN NHS	SCIENCE
20	VIRACIS, REGINE	GOMA NHS	SCIENCE

GROUP 2 LANGUAGE AND COMMUNICATION/ WIKA AND KOMUNIKASYON

	NAME	SCHOOL	LEARNING AREA
1	BONGABONG, RESWEETCEL P.	GOMA NHS	LANGUAGE
2	BUCAR, JEE-LLOYD M.	SOONG NHS	LANGUAGE
3	BUTALID, TITA JOY Q.	DICNHS	LANGUAGE
4	CABILA, KRISTOFER AIAN DALUMPINES	MATTI NHS	LANGUAGE
5	CADORNA, FAYE ANNE S.	KAPATAGAN NHS	LANGUAGE
6	CORPUZ, JULIE CRIS S.	DIGOS CITY SHS	LANGUAGE
7	COSO, KATHLEEN MAE MARGARETTE TAMPIPI	MATTI NHS	LANGUAGE
8	CUIZON, MARGIELEM T.	KAPATAGAN NHS	LANGUAGE
9	DAGADAS, RAHMA J.	DICNHS	LANGUAGE
10	EMBODO, ANGELYN A.	RUPARAN NHS	LANGUAGE
11	FLORES, GALILEO JR. BANGOY	MATTI NHS	LANGUAGE
12	GERONA, DENEVIEVE JOY P.	SOONG NHS	LANGUAGE
13	GRAVADOR, LELIBETH LUMA	MATTI NHS	LANGUAGE
14	INCENSARIO, CONCEPCION S.	DIGOS CITY SHS	LANGUAGE
15	JAVELONA, WINROSE JOY	KAPATAGAN NHS	LANGUAGE
16	ORACION, MARIENNE B.	RUPARAN NHS	LANGUAGE
17	PACETE, QUINDELIZA L.	DIGOS CITY SHS	LANGUAGE
18	PADULIP, MARIA CLARISSA BERSO	MATTI NHS	LANGUAGE
19	PORQUIADO, ARIS JOY	DIGOS CITY SHS	LANGUAGE
20	SANTOS, VERNA	MATTI NHS	LANGUAGE
21	SEDIMO, MARIANE MAE B.	DICNHS	LANGUAGE
22	TAKYAWAN, VILMA	KAPATAGAN NHS	LANGUAGE
23	TIONG, MARIA MILDRED P.	DIGOS CITY SHS	LANGUAGE
24	TONGKALING, MARICEL	SOONG NHS	LANGUAGE
25	CELEDIO, DARREN JAY A.	DICNHS	LANGUAGE

GROUP 3 PHILO, HUMANITIES AND SOCIAL SCIENCES

	NAME	SCHOOL	LEARNING AREA
1	ALCARIA, ALIAN R.	RUPARAN NHS	SOCIAL SCIENCE
2	BALIAR, JAY RELATORRES	MATTI NHS	SOCIAL SCIENCE
3	BUAYA, MERLA S.	KAPATAGAN NHS	SOCIAL SCIENCE
4	CABUNGCAL, LOWELLA	KAPATAGAN NHS	SOCIAL SCIENCE
5	GURA, HILDA R.	DIGOS CITY SHS	SOCIAL SCIENCE
6	LERIN, LEZIEL O.	DICNHS	SOCIAL SCIENCE
7	MAGALLANES, CHARO MAE A.	DIGOS CITY SHS	SOCIAL SCIENCE
8	MANCERAS, MARITES S.	DIGOS CITY SHS	SOCIAL SCIENCE
9	NAHINE, BETSY HECHANOVA	MATTI NHS	SOCIAL SCIENCE
10	REPALDA, ANGELLI S.	SOONG NHS	SOCIAL SCIENCE
11	SANCHEZ, METZYL G.	DIGOS CITY SHS	SOCIAL SCIENCE

	NAME	SCHOOL	LEARNING AREA
1	BANGAY, JOMARIE P.	KAPATAGAN NHS	P E & H
2	DIAPOLET, FLORDELIZ G.	SOONG NHS	P E & H
3	EMBODO, REX KAEVEN	MATTI NHS	P E & H
4	MANTUA, GEORGIE MAE	DICNHS	P E & H
5	SAYSON, HAZEL JOY C.	DIGOS CITY SHS	P E & H
6	SINAJON, JULLAIH LEUSILLE M.	GOMA NHS	P E & H
7	TAGO, SHERILL C.	DIGOS CITY SHS	P E & H
8	TAGUENCA, ALDRIN M.	RUPARAN NHS	P E & H

GROUP 4 TVL, OTHER APPLIED SUBJECTS, III AND RESEARCH-RELATED

	NAME	SCHOOL	LEARNING AREA
1	BANGCAS, RHEMA BALOY	MATTI NHS	TVL & OTHER APPLIED
2	CABIGAS, LOUISE ROSELLE M.	DICNHS	TVL & OTHER APPLIED
3	CAFE, NELFA DELA CRUZ	MATTI NHS	TVL & OTHER APPLIED
4	CALAMOHAY, GRACE JOY S.	DICNHS	TVL & OTHER APPLIED
5	CORDOVA, MARIA KATRINA D.	DIGOS CITY SHS	TVL & OTHER APPLIED
6	CRISPINO, HARLEY M.	DIGOS CITY SHS	TVL & OTHER APPLIED
7	DINOY, CLIFFTON S.	KAPATAGAN NHS	TVL & OTHER APPLIED
8	DINOY, SHERYL M.	DIGOS CITY SHS	TVL & OTHER APPLIED
9	ENGLIS, MAE ANN GLADYS C.	DIGOS CITY SHS	TVL & OTHER APPLIED
10	ESPANOL, CYRIL C.	DIGOS CITY SHS	TVL & OTHER APPLIED
11	ESPANOL, MELVY D.	DIGOS CITY SHS	TVL & OTHER APPLIED
12	GEROMO, JYMAER T.	GOMA NHS	TVL & OTHER APPLIED
13	HAPAY, JERAMIE	DICNHS	TVL & OTHER APPLIED
14	HERNAN, RODEL	DICNHS	TVL & OTHER APPLIED
15	JAMILA, EDEN GRACE D.	DICNHS	TVL & OTHER APPLIED
16	LOON, SERGIE F.	DIGOS CITY SHS	TVL & OTHER APPLIED
17	LOVITOS, NADJA	KAPATAGAN NHS	TVL & OTHER APPLIED
18	MAGCAMIT, ROSALIE P.	GOMA NHS	TVL & OTHER APPLIED



Address: Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8002
 Telephone No: (082)553-8396 | (082)553-8376 | (082)553-9170
 | (082)553-8375

19	MASAGLANG, KENNAH JAIREEN DESUCATAN	MATTI NHS	TVL & OTHER APPLIED
20	NORAB, ELIAS JR. G.	DICNHS	TVL & OTHER APPLIED
21	PADILLA, RHEA O.	DIGOS CITY SHS	TVL & OTHER APPLIED
22	PELLAZAR, SHEILA BLISS GOC-ONG	MATTI NHS	TVL & OTHER APPLIED
23	PUA, KATRINA C.	KAPATAGAN NHS	TVL & OTHER APPLIED
24	ROMITMAN, INAME	DICNHS	TVL & OTHER APPLIED
25	SABUGA-A, MYCEL M.	DICNHS	TVL & OTHER APPLIED
26	SATURNINO, DAVE MARKNIEL L.	DIGOS CITY SHS	TVL & OTHER APPLIED
27	TARUC, ZIENA RODETTE	DICNHS	TVL & OTHER APPLIED
28	TIEMPO, KAREN R.	DIGOS CITY SHS	TVL & OTHER APPLIED
29	WATIN, ALVIN MALINAO	MATTI NHS	TVL & OTHER APPLIED

1	AMISOLA, AIREN C.	DIGOS CITY SHS	III & RESEARCH-RELATED
2	CUEVAS, ELIAS G.	DIGOS CITY SHS	III & RESEARCH-RELATED
3	MANGAGA, RENA JANE Z.	DIGOS CITY SHS	III & RESEARCH-RELATED
4	NAZARENO, GINA FE J.	DIGOS CITY SHS	III & RESEARCH-RELATED
5	PERRAL, MOISES R.	DIGOS CITY SHS	III & RESEARCH-RELATED
6	RAMIREZ, GLORISEL G.	DIGOS CITY SHS	III & RESEARCH-RELATED
7	RELATORES, EDEN GRACE A.	DIGOS CITY SHS	III & RESEARCH-RELATED
8	YOUNG, LALAINE S.	DIGOS CITY SHS	III & RESEARCH-RELATED
9	TEVES, REGGIE D.	DICNHS	III & RESEARCH-RELATED
10	MANCERAS, MARICEL A.	DICNHS	III & RESEARCH-RELATED
11	GARCIA, EDWIN L.	DICNHS	III & RESEARCH-RELATED
12	RODRIGUEZ, MON BRIAN	DICNHS	III & RESEARCH-RELATED
13	COBIAS, YVONNE Y.	DICNHS	III & RESEARCH-RELATED
14	ELATGONDE, VINCENT PAUL B.	DICNHS	III & RESEARCH-RELATED
15	ROJO, LESLY ANN BANGOY	MATTI NHS	III & RESEARCH-RELATED
16	SAMPAGA, THONVER R.	KAPATAGAN NHS	III & RESEARCH-RELATED
17	PUERTO, CATHERINE	KAPATAGAN NHS	III & RESEARCH-RELATED
18	PULIDO, PHIL MARK D.	GOMA NHS	III & RESEARCH-RELATED
19	BAGUWIN, GRETZEN R.	GOMA NHS	III & RESEARCH-RELATED
20	BACAMANTE, LORIE MAY A.	RUPARAN NHS	III & RESEARCH-RELATED
21	AÑABEZA, GIEFREN LOVE B.	RUPARAN NHS	III & RESEARCH-RELATED

SCHOOL HEADS

NAME	DESIGNATION	SCHOOL
BALORIO, JESSIE M.	T-III/SCHOOL-IN-CHARGE	SOONG NHS
BONGCAYAO, RIZALIEN JANE	AO II (IN LIEU OF EUGENE C. SAYSON, P-I)	RUPARAN NHS
DEVESFRUTO, KING	PRINCIPAL-I	GOMA NHS
ORGE, DIVINA	GUIDANCE COUNSELOR (IN LIEU OF DR. RIZZA VILLALUNA, P-IV)	DIGOS CITY SHS
POGOY, RACHEL R.	ASSISTANT PRINCIPAL-II	DICNHS
PORTO, AIMEE C.	PRINCIPAL-IV	KAPATAGAN NHS
ROJO, LESLY ANN B	T-I (IN LIEU OF JUVIC SUCAYRE, PRINCIPAL-I)	MATTI NHS
RUBION, NOBA	PRINCIPAL-II	DICNHS



Address: Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8002
 Telephone No: (082)553-8396 | (082)553-8376 | (082)553-9170
 | (082)553-8375



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DIGOS CITY

Enclosure 2 of DM-CID-2025-_____

MATRIX OF ACTIVITIES

Elevating Teaching Standards: Advancing Instruction for Senior High School Teachers

May 26-30, 2025

Time	Expected Outputs	Topic/Content	Methodology	Person Responsible	Resources Needed
8:00–8:30am (Day 1)	Participants registered; materials received	Registration & Materials Distribution	Sign-in, materials handout	PMT	Registration forms, kits, IDs
8:30–9:30am (Day 1)	Participants are aware of norms, expectations, and objectives	Opening Program, Norms, Expectations, Rationale, Objectives	Opening remarks, plenary discussion	PMT	Program, AVP, objectives slide
9:30–10:00am (Day 1)	Baseline data on participants' knowledge	Pre-test (Baseline Assessment)	Individual written assessment	PMT, M&E	Printed/digital pre-test, answer sheets
10:00–10:20am (Day 1)	Health Break	Health Break	Health Break	Health Break	Health Break
10:20–12:00nn (plenary)	Guided participants in understanding and in getting to use SOLO in different situations.	HOTS in the Classroom: Introduction to the SOLO Model	Lecture, guided discussion Workshop in groups:	Chief Beverly S. Daugdaug	PPT Slide Deck, worksheets



Address: Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8002
Telephone No: (082)553-8396 | (082)553-8376 | (082)553-9170
| (082)553-8375

Time	Expected Outputs	Topic/Content	Methodology	Person Responsible	Resources Needed
		- Differentiating higher-order thinking and lower-order thinking - Reviewing Bloom's Taxonomy/Cognitive Dimensions - Understanding SOLO taxonomy	Getting to use basic solo in "planting" ... in "using computer".... "as students in lesson discussion"		
12:00-1:00pm	Lunch Break	Lunch Break	Lunch Break	Lunch Break	Lunch Break
1:00-4:00 (plenary)	Formulated/Critiqued questions and their possible acceptable answers, with rationalization, based on given sample stem	HOTS in the Classroom: Introduction to the SOLO Model (continuation) - SOLO Lower- and Higher-Order Thinking and Responses - SOLO in Assessment	Lecture, guided discussion Workshop 1: Using worksheets Providing answers to questions in different SOLO levels, the acceptable answer for each question, and the rationalization (facilitate consolidation using google link) Presentation of Outputs & Critiquing	Chief Beverly S. Daugdaug	PPT Slide Deck, Worksheets, Copies of Test Questions from previous quarterly exams

Time	Expected Outputs	Topic/Content	Methodology	Person Responsible	Resources Needed
	Evaluated as to SOLO levels the assessment materials previously prepared for quarterly exams		(From answers in google link, facilitate critiquing, by SOLO level) Workshop 2 (follow scheme in Workshop 1) Workshop 3: Identifying SOLO Level of Assessment Materials in previous school years/quarters		
4:00-5:00pm (Day 1)	Scanned the HOTS Professional Learning Packages	Getting to Know the General Structure of the HOTS Professional Learning Packages	Guided discussion using PPT, scanning soft copies of the HOTS Professional Learning Packages	CID Chief Beverly S. Daugdaug	PPT Slide Deck, soft copies of HOTS Professional Learning Packages placed in link for pax
8:00-8:30 (Day 2)	Review of previous learnings and energizer completed	Recap, Energizer	Game-based review	PMT	Ice breaker slides/materials
8:30-10:30 (Day 2) With built-in snacks	Formulated/Critiqued questions and their possible acceptable answers, with rationalization, based on given stem, per group of learning areas	SOLO in Practice: LOTS and HOTS Thinking and Responses	Breakout Session: - By learning area Workshop 1: (Using worksheets for individual activity by learning area, then consolidate through google link)	EPSSs Assigned	2 sets of Worksheets per group/learning area

Time	Expected Outputs	Topic/Content	Methodology	Person Responsible	Resources Needed
			- Providing worksheets with competency and stem, then pax accomplish columns for questions, acceptable answer, and the rationalization (facilitating consolidation of responses for discussion/critiquing using google link) Presentation of Outputs & Critiquing (From answers in google link, facilitate critiquing, for 4 SOLO levels) Workshop 2 – following the same scheme used in Workshop 1		
10:30–12:00 (Day 2)	Formulated test questions per assigned competency for individual teachers by	SOLO in Assessment: Writing a Superitem	Breakout Session: - By learning area - Assigning each participant with	EPS Assigned	BOW, Slide Deck on instruction

Time	Expected Outputs	Topic/Content	Methodology	Person Responsible	Resources Needed
	learning area based on SOLO Model		learning competency from the Budget of Work (<i>start with the first quarter; if all competencies can be assigned to teachers, the better so that all competencies can have guide LPs already as training outputs</i>) Workshop: Test Item Formulation		
12:00nn-1:00pm	Lunch Break	Lunch Break	Lunch Break	Lunch Break	Lunch Break
1:00–2:15pm (Day 2)	Critiqued formulated test questions based on SOLO Model for improvement	SOLO in Assessment: Writing a Superitem (continuation)	Presentation and Critiquing Peer evaluation , in pairs of groups (for remaining items not critiqued within the whole group.	EPS Assigned	LCD, Laptop, Outputs of Pax for presentation and critiquing
2:15-3:15pm (Day 2)	Drafts of TOS and blueprints per subject	Assessment Blueprinting and Table of Specifications	Guided workshop (using TOS from the region but providing the	EPS Assigned	Sample TOS format, MELCs

Time	Expected Outputs	Topic/Content	Methodology	Person Responsible	Resources Needed
			equivalent SOLO Level in parenthesis)		
3:15-3:35pm (Day 2)	Health Break	Health Break	Health Break	Health Break	Health Break
3:35-5:00pm (Day 2)	Reviewed/Enhanced one's understanding on "The 21 st Century Skills Framework"	The 21 st Century Skills Framework	Guided Discussion	EPS Assigned	PPT Slide Deck
8:00-8:30 (Day 3)	Review of previous learnings and energizer completed	Recap, Energizer	Game-based review	PMT	Ice breaker slides/materials
8:30-10:00am (Day 3)	Formulated activities, aligned to assigned competencies, that lead to the development of 21 st century skills.	The 21 st Century Skills in Action	Workshop: Specifying activities leading to the development of the 21 st century skills - Providing pax with template to work on - Using the competencies assigned to pax in SOLO workshop, they now create activities for the development of 21st century skills (Note: Indicate different skills to work on)	EPS Assigned	Slide deck-for instruction and template to use

Time	Expected Outputs	Topic/Content	Methodology	Person Responsible	Resources Needed
			Peer Sharing to improve activity outputs		
10:00-10:20 (Day 3)	Health Break	Health Break	Health Break	Health Break	Health Break
10:20-12:00 (Day 3)	Reviewed DO 42 and 7Es	Walkthrough: DO 42, s. 2016/7Es Model	Presentation, interactive Q&A	EPS Assigned	Slide deck, printed DO 42, chart paper
12:00-1:00pm (Day 3)	Lunch Break				
1:00–2:30pm (Day 3)	Developed Lesson plan based on 7Es/DO 42 taking into consideration the inclusion of activities for the development of 21 st century skills and SOLO-based assessments	Lesson Planning	Workshop: Lesson planning considering the assigned competency for individual pax and their outputs under topics on SOLO and 21 st century skills	EPS Assigned	Lesson Planning templates
2:30–5:00 (Day 3)	Sample lesson plans reviewed for improvement	Getting to Enhance Lesson Plans	Presentation & Critiquing: Analysis of samples, critiquing – in consideration to DO 42/7Es (step by step lesson planning), 21 st century skills development and SOLO-based assessment	EPS Assigned	Outputs of pax
8:00–8:30 (Day 4)	Energizer and review activity completed	Recap, Energizer	Fun activity	PMT	Handouts, slides

Time	Expected Outputs	Topic/Content	Methodology	Person Responsible	Resources Needed
8:30–12:00 (Day 4)	Class demonstration plans aligned to subject area	Class Demonstration Planning per Learning Area	Group planning, coaching	EPS Assigned	Lesson plan template, references
1:00–3:00 (Day 4)	First half of class demos implemented	Class Demonstration (Part 1)	Teaching demo, feedback	EPS Assigned & Participants	AV equipment, demo rubric
3:15–5:00 (Day 4)	Second half of class demos completed	Class Demonstration (Part 2)	Continuation of teaching demos	EPS Assigned & Participants	AV equipment, demo rubric
8:00–8:30 (Day 5)	Energizer and recap finished	Recap, Energizer	Energizer	PMT	Activity toolkit
8:30–9:30 (Day 5)	Consolidated feedback from demo sessions	Post-Demo Reflection and Feedbacking	Group reflection, journaling	EPS Assigned	Reflection prompts, sheets
9:45–12:00 (Day 5)	Finalized lesson plans and portfolio drafts	Finalization of Lesson Plan and Assessment Portfolio	Workshop	EPS Assigned	Digital folders, checklist
1:00–2:30 (Day 5)	Budget of Work drafts per subject area completed	Creation/Polishing/Completion of Budget of Work per Learning Area (Content Standard to Weekly Plan) Reorganizing Test Writers	Group Work, Coaching Presentation of Completed BOW	EPS Assigned	MELCs, progression charts
2:30–3:30 (Day 5)	Post-test results and evaluations gathered	Post-Test and Evaluation	Individual activity	PMT, M&E	Post-test, feedback forms
3:30–5:00 (Day 5)	Certificates awarded, commitments shared, training formally closed	Closing Program: Awarding, Commitment, Picture Taking, Remarks	Ceremony, messages		