



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

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

November 24, 2021

**DIVISION
MEMORANDUM
No. 686, s. 2021**

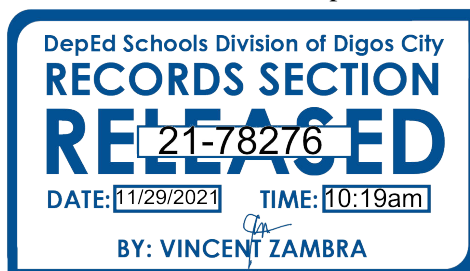
**PARTICIPATION IN SEAMEO INNOTECH'S SELF-PACED ONLINE COURSE
"EARLY LITERACY INSTRUCTION FOR K TO 3 TEACHERS"**

To: CID Chief
Concerned Public Schools District Supervisors
(Mt. Apo District and Digos Occidental District)
Concerned Teachers

1. This has reference to the attached Unnumbered Regional Memorandum dated November 17, 2021, and DM-CI-2021-00530 re: Participation in SEAMEO INNOTECH'S Self-Paced Online Course "Early Literacy Instruction for K to 3 Teacher, the field is hereby informed of the self-paced online course.
2. Participants to this training are the following teachers:

Name of Teacher	Grade Level	School	District
Hannahneel Lei C. Aldeguer	Kinder	Digos City Central Elem. School	Digos Occidental District
Irish D. Caminade	Grade 2	Binaton Elem. School	Mt. Apo District

3. The self-paced course entitled "Early Literacy Instruction for K to 3 Teachers" will officially start on November 19, 2021 until February 18, 2022. Participants are requested to register online thru this link: <https://bit.ly/regEGRA>.
4. Work-from-home scheme shall be implemented in the conduct of this activity. Participants are also advised to use their laptop and/or smartphones and must have access to a strong internet connection.
5. Details of the activity are in the enclosure.
6. For immediate dissemination and compliance.




CRISTY C. EPE
Schools Division Superintendent



Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

MEMORANDUM

To : Schools Division Superintendents

Subject: PARTICIPATION IN SEAMEO INNOTECH'S SELF-PACED
 ONLINE COURSE "EARLY LITERACY INSTRUCTION
 FOR K TO 3 TEACHERS"

Date : November 17, 2021

In reference to Memorandum DM-CI-2021-00530 dated November 11, 2021, signed by Hon. Diosdado M. San Antonio, Undersecretary for Curriculum and Institution, this Office informs the field of the conduct of the SEAMEO INNOTECH's Self-Paced online course entitled, "Early Literacy Instruction for K to 3 Teachers" on November 19, 2021 to February 18, 2022.

This course aims to provide Kindergarten to Grade 3 teachers with quality and readily accessible content in order to enhance their knowledge and skills to teach literacy to young learners in the Philippines.

The participants (see attached list) are required to have laptop and secure stable internet connection.

Details of the activity are in the enclosure.

Immediate dissemination of this Memorandum is desired.

ALLAN G. FARNAZO
 Director IV

ROC12/aca

PROS REGIONAL OFFICE NO. 1121-7996

112321



Address: F. Torres St., Davao City (8000)
 Telephone Nos.: (082) 291-1665; (082) 221-6147





Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director
PARTICIPATION IN SEAMEO INNOTECH'S SEL-PACED ONLINE COURSE
"EARLY LITERACY INSTRUCTION FOR K TO 3 TEACHERS"

November 19, 2021 to February 18, 2022

	Name	Division/Station
Kindergarten	Karla Ker L. Cabanela	Davao City
	Mechie C. Mangaliwan	Davao de Oro
	Krystle M. Roma	Davao del Norte
	Rowel B. Waskin	Davao del Sur
	Katrina Jenica T. Dela Cruz	Davao Occidental
	Jean Mart Idong Pal	Davao Oriental
	Hannahneel Lei C. Aldeguer	Digos City
	Leofe Albino	Island Garden City of Samal
	Billaluza S. Sagpang	Mati City
	Analyn B. Saurin	Panabo City
Angelica P. Raquiza	Tagum City	
Grade 1	Arabilla Michelle	Davao City
	Nelia N. Jumawan	Davao de Oro
	Richelyn P. Tud	Davao del Norte
	Jesa Niña C. Cosare	Davao del Sur
Grade 2	Shiela Mae G. Gamutan	Davao Occidental
	Kristine Dumapias	Davao Oriental
	Irish D. Caminade	Digos City
	Melchisedic J. Sulmeron	Island Garden City of Samal
Grade 3	Sheryl Samosino	Mati City
	Gina D. Gumilan	Panabo City
	Marycris D. Baño	Tagum City
	Anna Shelle A. Ramon	Davao City



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November 19, 2021 to February 18, 2022

	Name	Division/Station
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Republic of the Philippines
Department of Education

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND INSTRUCTION

DEPARTMENT OF EDUCATION
 RELEASE SECTION
RECEIVED

By: *[Signature]*

Date: 11/21

Time: 11:00 AM

MEMORANDUM
 DM-CI-2021-530

TO : REGIONAL DIRECTORS
 Regions II, III, IV-A, IV-B, V, VI, VIII, IX, X, XI, XII, and CAR, NCR, and CARAGA

FROM : DIOSDADO M. SAN ANTONIO
 Undersecretary for Curriculum and Instruction

SUBJECT : PARTICIPATION IN SEAMEO INNOTECH'S SELF-PACED ONLINE COURSE "EARLY LITERACY INSTRUCTION FOR K TO 3 TEACHERS"

DATE : 11 November 2021

As part of its commitment to the Department's Early Literacy Program, the Southeast Asian Minister of Education, Organization, Innovation, and Technology (SEAMEO INNOTECH) developed a self-paced online course entitled "Early Literacy Instruction for K to 3 Teachers" which will officially start on November 19, 2021 until February 18, 2022. This course aims to provide Kindergarten to Grade 3 teachers with quality and readily accessible content to enhance their knowledge and skills to teach literacy to young learners in the Philippines.

Relative thereto, each concerned region shall nominate select K to 3 teachers to participate in the said course. The number of K to 3 teacher-participants per region is listed below:

Region	No. of Pax	Region	No. of Pax
Region II	23	Region IX	23
Region III	23	Region X	23
Region IV-A	24	Region XI	23
Region IV-B	23	Region XII	23
Region V	23	CAR	23
Region VI	23	NCR	300
Region VIII	23	CARAGA	23

Nominated participants are requested to register online thru this link: <https://bit.ly/regEGRA>.

Work-from-home scheme shall be implemented in the conduct of this activity. Participants are also advised to use their laptop and/or smartphone and must have access to a strong internet connection. Attached are the Information Note and Frequently Asked Questions (FAQs) on the course.

For more information and/or clarification, please contact the Flexible Learning Solutions and Instructional Design and Development Units thru Dr. Robbie Macalde, Senior Specialist, at landline no: +632 9247681 to 84 loc 182, mobile no: 0917-254-6724, or email address: robbie@seameo-innotech.org.

For immediate dissemination and compliance.



Frequently Asked Questions

Below are the responses to the Frequently Asked Questions (FAQ) regarding the course:

1. What is SEAMEO INNOTECH?

SEAMEO INNOTECH aids in educational development within and outside the region through training and human resource development, research and evaluation, information and communications technology, and other special programs addressing specific areas of concern in the Southeast Asian educational scenario. It is one of three SEAMEO (www.seameo.org) regional centers hosted by the Government of the Philippines.

The Center is also principally dedicated to identifying common and unique education problems and needs of Southeast Asian countries and developing innovative and technology-based solutions to address these problems.

2. What course is offered for FREE?

SEAMEO INNOTECH will offer the Early Literacy Instruction for K-3 Teachers (or From Kindergarten to Grade 3 beginning teachers/career stage 1) teachers of the Department of Education for Free:

Course Title	Description	Target Participants
Early Literacy Instruction for K-3 Teachers MOOC	This MOOC provides Kindergarten to Grade 3 (K-3) beginning teachers (career stage 1) with quality and readily accessible capacity-building opportunities to enhance their knowledge and skills to teach literacy.	Beginning Teachers (Career Stage 1)

3. When will the course be implemented?

This course is open to all beginning teachers handling K-3 learners. The course will start on November 19, 2021, and will end on February 18, 2022.

4. Where can I get the materials for the course?

All the course materials are uploaded in the course platform termed as iFLEX (INNOTECH Flexible Learning Management System or <https://iflex2.innotech.org>). The iFLEX is a MOODLE-based software application used to administer, track, report, and deliver SEAMEO INNOTECH's flexible learning courses.

5. How will the outputs be graded?

This course is presented in a Massive Open Online Course (MOOC) format. This means that the course is asynchronous and self-paced. At the end of the course, all the Outputs you have submitted. Specifically, the Final Requirements will be reviewed by an assigned Course Assessor.

6. Is there a face-to-face/online orientation before the course begins?

There is no face-to-face or online orientation. You are expected to view the Orientation Powerpoint Presentation and How to Navigate the iFLEX on your own.

- <https://bit.ly/EGRACOURSE>
- [How to Navigate the iFLEX](#)

Once you are officially enrolled in the course, you expect further to read the contents of the "[Learner's Guide](#)." That will help you in navigating through the course.

7. How do I know that I have successfully enrolled in the course?

You will receive an email and SMS message from the Program Manager.

8. When should I log in? Will the class be conducted daily?

Once confirmed as a participant, you will need to access the iFLEX once a week (every Wednesday or Thursday) for four consecutive weeks. Your iFLEX access will be as follows:

- **Username:** First letter of first name, middle initial and complete surname (E.g., if your name is Juan B. Cruz, your username will be jbcruz)
- **Password:** P@55w0rd (Default Password or for replacement as soon as you access the iFLEX. Note that 0 = zero)

Please refer to the indicative schedule below:

Week	Course Section (3-4 hours)	Activities
1	Foundations of Effective Literacy Instruction	<ul style="list-style-type: none">• Self-Competency Assessment Checklist• Padlet Introduction Activity• (PRE)Questionnaire• Week 1 Lesson: Foundation of Effective Literacy Instruction• Activity 1.1• Activity 1.2
2	Introduction to Read-Alouds	<ul style="list-style-type: none">• Week 2 Lesson: Introduction to Read-Alouds• Activity 2.1
3	Questioning Techniques for Comprehension	<ul style="list-style-type: none">• Week 3 Lesson: Questioning Techniques for Comprehension• Activity 3.1
4	Planning and Conducting a Lesson Using Read-Alouds	<ul style="list-style-type: none">• Week 4 Lesson: Planning and Conducting a Lesson Using Read-Alouds• Activity 4.1• Activity 4.2
5	Introduction to Leveled Readers	<ul style="list-style-type: none">• Week 5 Lesson: Introduction to Leveled Readers• Forum: Sharing of Classroom Experience in Conducting Read Aloud Lessons
6	Using Leveled Readers	<ul style="list-style-type: none">• Week 6 Lesson: Using Leveled Readers• Activity 6.1
7	Guided Reading with Leveled Readers	<ul style="list-style-type: none">• Week 7 Lesson: Guided Reading with Leveled Readers• Activity 7.1
8	Planning and Conducting a Lesson Using Leveled Readers	<ul style="list-style-type: none">• Week 8 Lesson: Planning and Conducting a Lesson Using Leveled Readers• Activity 8.1• Activity 8.2
9-10	Conclusion to Effective Literacy Instruction for K-3	<ul style="list-style-type: none">• Week 9 Lesson: Conclusion to Effective Literacy Instruction for K-3• Activity 9.1• Activity 9.2• Self-Competency Assessment Checklist (POST) Questionnaire• Course Evaluation



INFORMATION NOTE
FREE ONLINE COURSE FOR DEPED
19 November 2021 to 18 February 2022

SEAMEO INNOTECH will offer the Early Literacy Instruction for K-3 Teachers for Kindergarten to Grade 3 teachers of the Department of Education for Free:

Course Title	Description	Target Participants
Early Literacy Instruction for K-3 Teachers (a Massive Open Online Course)	<p>The course aims to help you become familiar with effective and practical strategies in teaching reading and writing.</p> <p>Specifically,</p> <ul style="list-style-type: none">• to introduce teaching reading and writing in the early grades; and• to provide you with practical strategies to help your students become competent readers and writers.	Beginning Teachers (Career Stage 1) who are handling Kindergarten to Grade 3 learners

The course will start on November 19, 2021 and end on February 18, 2022.

All the course materials are uploaded in the course platform termed as iFLEX (INNOTECH Flexible Learning Management System, specifically in <https://iflex2.innotech.org>). The iFLEX is a MOODLE-based software application used to administer, track, report, and deliver SEAMEO INNOTECH's flexible learning courses.

For any concerns, you can refer to the [Frequently Asked Questions](#). Feel free as well to contact the Course Management Team:

- by email k3literacy@seameo-innotech.org
- Facebook Page: <https://www.facebook.com/EGRAMOOC>

9. Are there any requirements for participating in the course?

Just like any other course, this requires your full commitment. You will need to manage your time.

This being an online course, you need to have basic computer literacy skills (including using Facebook, browsing the internet, using email, using MS Word, creating online accounts, and the like).

10. Will I get a certificate after the course?

Not everyone who enrolls will get a certificate. Those who would like to get a certificate will need to complete/submit and pass the following course requirements:

- Online (Forum or asynchronous) course activities;
- Offline (Pre and Post Competency Checklist and End of Course Evaluation) course activities; and
- Final course requirements (Demo Teaching and Worksheet for Literacy)

The requirements will be reviewed and graded. Successful completers are qualified to get an International Certificate of Completion from SEAMEO INNOTECH.

11. Other details:

For any concerns, please feel free to contact the Program Manager:

- by email: k3literacy@seameo-innotech.org
- Facebook Page: <https://www.facebook.com/EGRAMOOC/>



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