Republic of the Philippines

Department of Education
REGION XI
SCHOOLS DIVISION OF DIGOS CITY
OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM
SGOD-2024-__614__

1024070171

To   :   Assistant Schools Division Superintendent
            CID and SGOD Chiefs
            Public Schools District Supervisors of Secondary Schools District
            Education Program Supervisors in English, Science, Math and LR
            Division IT Officer
            SEPS – SMM&E
            EPS II – SMM&E
            Public and Private School Heads
            Selected Public and Private Secondary School Teachers
            All Others Concerned

Subject :   **ADMINISTRATION OF THE 2025 PROGRAMME FOR INTERNATIONAL
            STUDENT ASSESSMENT (PISA) – SCIENCE PROGRAM PRE-TEST**

Date   :   October 2, 2024

Pursuant to DepEd Memorandum DM-CT-2024-380 dated September 27, 2024, the field is hereby informed of the schedule of PISA Pre-test which will be administered to the identified 15-year-old learners from Grade 7 and higher using either the Learning Management System (LMS) or pen-and paper modality.

The schedule of the PISA Pre-test and guidelines in administering the pre-test using pen-and paper modality and using the Learning Management System (LMS) are in the enclosures.

School Heads, School Testing Coordinators, and School ICT Coordinators are directed to facilitate the conduct of the test, availability of computers/laptops, and to make a scheme to accommodate the identified learners.

Travelling and other incidental expenses of public school heads, teachers, and learners shall be charged against school MOOE/local funds subject to usual accounting and auditing rules and regulations.

Immediate dissemination of this Memorandum is desired.

For and in the absence of the OIC-SDS:

SOLLIE B. OLIVER, JD, MATE
Chief Education Supervisor - SGOD
Officer-In-Charge

DepEd Schools Division of Digos City
RECORDS SECTION
RELEASED
DATE: OCT 03 2024   TIME: 7:00
BY: _____

Enclosed: As stated.
SGOD/rom

DepED
MATATAG
BAGONG PILIPINAS

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

**PROGRAMME FOR INTERNATIONAL STUDENT ASSESSMENT (PISA)
SCHEDULE FOR PRE-TEST**

A. PRIVATE SCHOOLS	DATE	MODALITY
1. Cor Jesu College	October 10, 2024	Pen-and-Paper
2. Digos Central Adventist Academy, Inc.	October 10, 2024	Pen-and-Paper
3. Holy Cross Academy, Inc.	October 10, 2024	Pen-and-Paper
4. Cavite Bible Baptist Academy, Digos Branch	October 10, 2024	Pen-and-Paper
5. Southern Mindanao Computer College, Inc.	October 10, 2024	Pen-and-Paper
6. Polytechnic College of Davao del Sur, Inc.	October 10, 2024	Pen-and-Paper
7. Prime Innovations School of South Davao, Inc.	October 10, 2024	Pen-and-Paper

B. PUBLIC SCHOOLS	DATE	MODALITY	REMARKS
1. Digos City National High School	Oct. 7-11, 2024	Learning Management System (LMS)	Identified learners from San Roque National High School will take the test at Digos City NHS
2. Soong National High School	Oct. 7, 2024	Learning Management System (LMS)	
3. Palan Bagobo Tagabawa National High School	Oct. 10, 2024	Learning Management System (LMS)	Learners will take the test at Kapatagan NHS
4. Matti National High School	Oct. 7-8, 2024	Learning Management System (LMS)	
5. Kapatagan National High School	Oct. 7-9, 2024	Learning Management System (LMS)	
6. Igpit National High School	Oct. 7, 2024	Learning Management System (LMS)	
7. Goma National High School	Oct. 9, 2024	Learning Management System (LMS)	Learners will take the test at Ruparan NHS
8. Balabag National High School	Oct. 9, 2024	Learning Management System (LMS)	Computers/laptops will be borrowed from Matti NHS
9. Dawis National High School	Oct. 7, 2024	Learning Management System (LMS)	
10. Ruparan National High School	Oct. 8, 2024	Learning Management System (LMS)	Computers/laptops will be borrowed from Igpit NHS

Note: Mr. Marvin Escobarte from Matti NHS will assist Balabag NHS while Mr. Mr. Alexis Linao from Igpit NHS will assist Ruparan NHS.

MEMORANDUM
DM-CT-2024-380

TO	:	**REGIONAL DIRECTORS**
		SCHOOLS DIVISION SUPERINTENDENTS
		REGIONAL INFORMATION TECHNOLOGY OFFICERS
		ALL OTHERS CONCERNED

FROM : **GINA O. GONONG**
Undersecretary

: **JANIR T. DATUKAN**
Assistant Secretary for Curriculum and Teaching

SUBJECT : **ADMINISTRATION OF THE PISA-SCIENCE PROGRAM PRE-TEST**

DATE : September 27, 2024

As part of its preparation for the 2025 Programme for International Student Assessment (PISA), the Department of Education will administer a pre-test to 15-year-old learners from Grade 7 and higher from **September 30 to October 11, 2024.** The pre-test will be administered using either the Learning Management System (LMS) or pen-and-paper modality.

In this regard, this Office issues the Guidelines for Administering the PISA-Science Program Pre-Test. Please refer to Annex A for the guidelines for administering the pre-test using the pen-and-paper modality and Annex B using the LMS. The cluster of Schools Division Offices is attached as Annex C.

For any concerns or inquiries, you may contact the Office of the Assistant Secretary for Curriculum and Teaching–Education Assessment and Alternative Education (OASCT-EAAE) via email at oasct.eaae@deped.gov.ph or via landline through (+63 2) 8631-8495.

Copy-furnished:

ATTY. REVSEE A. ESCOBEDO
Undersecretary for Operations

ANNEX A

ADMINISTERING THE PRE-TEST USING PEN-AND-PAPER MODALITY

1. Access the Pre-Test questionnaire from Google Drive through this link:
   https://bit.ly/PISA2025Resources

2. Print the test questionnaire.

3. Administer the 30-minute Pre-Test to the identified 15-year-old learners in the school.

4. The teacher/proctor may request the learners to exchange papers and check their answers. The answers may be discussed in a separate session.

5. Gather the test questionnaire and input the scores using the template provided in the following link:
   https://tinyurl.com/PRETESTSCORESHEETS

6. Schools' Pre-Test results will be submitted to the Schools Division Offices (SDOs). SDOs will consolidate and submit school submissions to the Regional Offices.

7. The Regional Offices will submit the consolidated reports to the Office of the Undersecretary for Curriculum and Teaching–Education Assessment and Alternative Education (OASCT-EAAE) through oasct.eaae@deped.gov.ph.

NOTE: Schools administering the Pre-Test using the pen-and-paper modality are advised to wait for the release of the Program Support Funds (PSF) for printing of tests and learning materials.

ANNEX B

**ADMINISTERING THE PRE-TEST USING THE
LEARNING MANAGEMENT SYSTEM (LMS)**

For the Learners:

1. **Access the DepEd LMS**
   o Open your web browser and go to the DepEd Learning Management System (LMS) website (URL will be provided by your Division or School).

2. **Log In to Your Account**
   o Log in using your DepEd Microsoft Account.

Access to the platform

Username

✉ Username

Password

🔒 Password

Log in

Log in using your account on:

G Sign In using DepEd Google Account

⊞ Sign In using DepEd Microsoft Account

Forgotten your username or password?
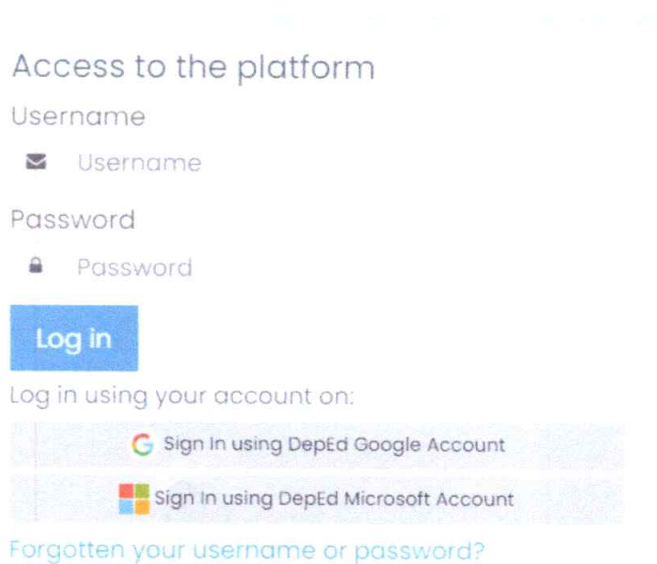
3. **Find the Right Course**
   o Navigate to the **Site Home**.

MATATAG PORTAL

⏱ Dashboard

🏠 **Site home**

📅 Calendar

📚 Certificates

📄 Private files
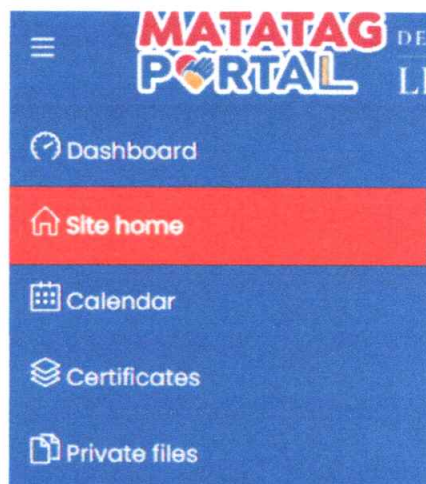
   o Locate the **Practice Test** category (this is the first category).

4. **Select Your Cluster**
   - Refer to **Annex C** to find out which cluster your School Division Office (SDO) belongs to.
   - Click on the course linked to your SDO cluster.

5. **Enroll in the Course**
   - When prompted for the **enrollment key**, enter the following:
     - **PT_Learners** (this is the key for learners to access the course).

Enrolment options

Learners

Enrol
ment
key

Enrol me

Science Practice Test
Cluster 66

Teachers

Enrolment key

Enrol me
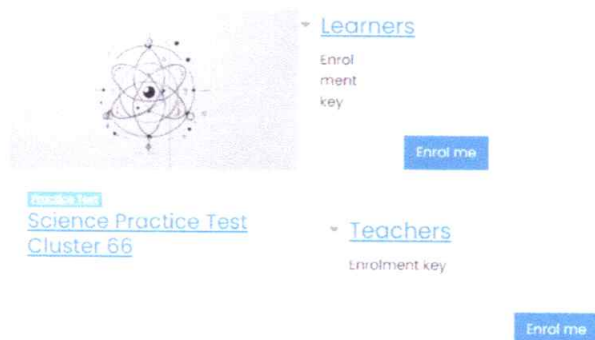
   - Click **Enroll Me**.

6. **Start the Assessment**
   - Once enrolled, locate the assessment or test under the course content.
   - Click on the assessment link to start the test.

Science Practice Test

CLICK HERE TO TAKE THE PRACTICE TEST

   - Follow the instructions provided in the test and submit your answers once completed.

7. **Check for Completion**
   - After submitting the assessment, log out from the system.

For Teachers (to check the learner's scores):

1. **Access the DepEd LMS**
   o Open your web browser and go to the DepEd Learning Management System (LMS) website.

2. **Log In to Your Account**
   o Login using DepEd Microsoft Account or DepEd Google Account.

3. **Find the Right Course**
   o Navigate to the **Practice Test** category.

4. **Select the Cluster**
   o Based on the learner's Division, select the appropriate cluster from the list of courses provided.

5. **Enroll in the Course**
   o When prompted for the **enrollment key**, enter the following:
     ▪ **PT_Teachers** (this is the key for teachers to access and review learner progress).
   o Click **Enroll Me**.

6. **Access Learner Grades**
   o After enrolling, go to the gradebook or progress tracking section of the course.
   o Here, you can check the grades or scores of learners who have completed the assessment.

SCHOOLS DIVISION OFFICE CLUSTERS IN THE LMS

LMS TENANT	LMS Course	SDO
R1	Cluster 1	Alaminos City
		Pangasinan I, Lingayen
	Cluster 2	Batac City
		Candon City
		Dagupan City
		Ilocos Norte
		Ilocos Sur
	Cluster 3	La Union
		Laoag City
		San Fernando City
		Vigan City
	Cluster 4	Pangasinan II, Binalonan
		San Carlos City
		Urdaneta City
R2	Cluster 5	Cagayan
	Cluster 6	Isabela
	Cluster 7	Batanes
		Cauayan City
		City of Ilagan
		Nueva Vizcaya
		Quirino
		Santiago City
		Tuguegarao City
R3-1	Cluster 8	Bulacan
	Cluster 9	Nueva Ecija
	Cluster 10	Cabanatuan City
		City of San Jose Del Monte
		Gapan City
	Cluster 11	San Jose City
		Science City of Muñoz
		Aurora
	Cluster 12	Malolos City
		Meycauayan City
R3-2	Cluster 13	Pampanga
	Cluster 14	Angeles City
		Balanga City
		Bataan
	Cluster 15	Mabalacat
		Olongapo
		San Fernando City
		Zambales
	Cluster 16	Tarlac Province
		Tarlac City
R4A1	Cluster 17	Cavite Province
	Cluster 18	Bacoor City
		Cavite City

		Dasmarinas City
	Cluster 19	General Trias City
		Imus City
R4A2	Cluster 20	Quezon
	Cluster 21	Laguna
	Cluster 22	Binan City
		Cabuyao City
		Calamba City
	Cluster 23	Lucena City
		San Pablo City
		San Pedro City
		Sta. Rosa City
		Tayabas City
R4A3	Cluster 24	Antipolo City
	Cluster 25	Batangas
	Cluster 26	Rizal
	Cluster 27	Batangas City
		Tanauan City
		Lipa City
R4B	Cluster 28	Calapan
		Marinduque
		Romblon
	Cluster 29	Occidental Mindoro
		Oriental Mindoro
	Cluster 30	Palawan
		Puerto Princesa City
R5-1	Cluster 31	Albay
		Legaspi City
		Ligao City
		Tabaco City
	Cluster 32	Camarines Norte
		Masbate City
	Cluster 33	Masbate
R5-2	Cluster 34	Camarines Sur
	Cluster 35	Catanduanes
		Iriga City
		Naga City
	Cluster 36	Sorsogon
		Sorsogon City
R6-1	Cluster 37	Negros Occidental
	Cluster 38	Bacolod City
		Bago City
		Capiz
	Cluster 39	Cadiz City
		Escalante City
		Himamaylan City
		Kabankalan City
		La Carlota City
		Sagay City
		San Carlos City
		Silay City
		Sipalay City

		Victorias City
R6-2	Cluster 40	Aklan
		Antique
	Cluster 41	Guimaras
		Iloilo City
		Passi City
		Roxas City
	Cluster 42	Iloilo
R7-1	Cluster 43	Dumaguete City
		Guihulngan City
		Negros Oriental
		Siquijor
		Tagbilaran City
		Canlaon City
		Tanjay City
	Cluster 44	Bais City
		Bayawan City
		Bohol
r7-2	Cluster 45	Bogo City
		Carcar City
		Cebu City
		City of Naga, Cebu
		Danao City
	Cluster 46	Cebu
	Cluster 47	Lapu-Lapu City
		Mandaue City
		Talisay City
		Toledo City
R8	Cluster 48	Leyte
	Cluster 49	Northern Samar
		Samar (Western Samar)
	Cluster 50	Baybay City
		Biliran
		Borongan City
		Calbayog City
		Catbalogan City
		Eastern Samar
		Maasin City
	Cluster 51	Ormoc City
		Southern Leyte
		Tacloban City
R9	Cluster 52	Dapitan City
		Dipolog City
		Zamboanga del Norte
	Cluster 53	Isabela City
		Pagadian City
		Zamboanga City
	Cluster 54	Zamboanga del Sur
		Zamboanga Sibugay
R10	Cluster 55	Bukidnon
	Cluster 56	Cagayan de Oro City

		Camiguin
		El Salvador
		Gingoog City
		Iligan City
	Cluster 57	Lanao del Norte
		Malaybalay City
		Misamis Occidental
	Cluster 58	Misamis Oriental
		Oroquieta City
		Ozamis City
		Tangub City
		Valencia City
R11	Cluster 59	Davao City
	Cluster 60	Davao De Oro
		Davao del Norte
	Cluster 61	Davao del Sur
		Davao Occidental
		Davao Oriental
	Cluster 62	Digos City
		Island Garden City of Samal
		Mati City
		Panabo City
		Tagum City
R12	Cluster 63	General Santos City
		Kidapawan City
	Cluster 64	Koronadal City
		North Cotabato
	Cluster 65	Sarangani
		South Cotabato
	Cluster 66	Sultan Kudarat
		Tacurong City
CAR	Cluster 67	Abra
		Apayao
		Baguio City
		Benguet
	Cluster 68	Ifugao
		Kalinga
		Mt. Province
		Tabuk City
CARAGA	Cluster 69	Agusan del Norte
		Agusan del Sur
		Bayugan City
	Cluster 70	Bislig City
		Butuan City
		Cabadbaran City
		Dinagat Island
		Siargao
	Cluster 71	Surigao City
		Surigao del Norte
		Surigao del Sur
		Tandag City
NCR1	Cluster 72	Caloocan City

	Cluster 73	Manila
	Cluster 74	Paranaque City
		Taguig City and Pateros
	Cluster 75	City of San Juan
		Las Piñas City
		Malabon City
		Navotas
NCR2	Cluster 76	Quezon City
	Cluster 77	Makati City
		Mandaluyong City
		Muntinlupa City
	Cluster 78	Marikina City
		Valenzuela City
	Cluster 79	Pasay City
		Pasig City