



Republic of the Philippines
Department of Education
REGION V
SCHOOLS DIVISION OF SORSOGON

November 12, 2020

DIVISION MEMORANDUM
No. 180 s. 2020

**ONE-DAY TRAINING FOR THE PRODUCTION TEAM
ON THE DEVELOPMENT OF VIDEO-LESSONS**

To: **Assistant Schools Division Superintendent
CID and SGOD Chiefs
LRMDS Education Program Supervisor
LRMDS Program Development Officer
Education Program Supervisors, Division Coordinators and Specialists
Heads, Public Elementary and Secondary Schools
All Others Concerned**

1. In preparation for the development of video-lessons for the DepEd SDO TV channel, this Office through the Curriculum Implementation Division will conduct a One-Day Training for the Production Team on the Development of video-lessons on November 24 and 25, 2020 at Casiguran Central School.
2. The activity aims to:
 - a. capacitate the development teams of all learning areas of the basic KSA in making video-lessons
 - b. determine the TOR of each member of the development team
 - c. identify and prepare the necessary materials needed for the project.
3. In line with this, the Education Program Supervisor and Division Coordinators in charge of the learning areas are requested to identify the composition of their development team. Below is the number of participants required per team and the training dates by batch:

Learning Area Team	Number of Participants	Batch
Kinder	7	November 24, 2020
MTB	7	
Filipino Elementary	13	
Filipino Secondary/Senior High		



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English Elementary	13	November 25, 2020	
English Secondary/Senior High			
Math Elementary			7
Math Secondary/ /Senior High			7
Science Elementary	7		
Science Secondary/Senior High	7		
EPP	13		
TVL/Senior High			
MAPEH Elementary	13		
MAPEH Secondary			
Araling Panlipunan Elementary	7		
Araling Panlipunan Secondary/Senior High	7		
ESP Elementary	13		
ESP Secondary			
Edmun Morato Marilou Enguerra - Sign Language Interpreter	2		
LRMDS Development Team <ul style="list-style-type: none"> • <i>Gilbert Z. Apostol</i> • <i>Salvador Belen Jr.</i> • <i>Argen Azul</i> • <i>Valdemar M. Avisado</i> • <i>Gil Carla P. Abrantes</i> • <i>Cynthia Escobar</i> 	8		

4. The following are the composition of each development team:

- 1- Education Program Supervisor: Team Leader / Director
- 2- Script writers
- 2- Video lecturer/demo teacher
- 1- Videographer/Video editor
- 1- Storyboard artist

5. All participants are reminded to bring laptop, extension cord and camera. Participants are required to register online before November 20, 2020 through the link <https://forms.gle/cYhEgeUvJ6EPiUQ28>





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6. Expenses for meals, accommodation and supplies including transportation and other incidental expenses of participants are chargeable against local funds/ school MOOE subject to the usual accounting and auditing rules and regulations.
7. For information, guidance and strict compliance.


JOSE L. DONCILLO, CESO V
Schools Division Superintendent 





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Enclosure No. Division Memorandum No. _____ s. 2020

WORKING COMMITTEES

OVERALL PROJECT LEAD

Jose L. Doncillo, CESO V

SDS

Ma. Jeany T. Abayon, Ed.D

ASDS

PROGRAM FOCAL PERSON

Rolando F. Embile

CID Chief

TRAINING MANAGER

Gilbert Z. Apostol

SECRETARIAT

Salvador Belen Jr.

Cynthia Escobar

VIDEO DEVELOPMENT TEAM

Argen Azul

Lead Video Editor and FX technician:

Lead Animator and Digital Artists

Valdemar M. Avisado

Gil Carla P. abrabtes



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