

K to 12 BASIC EDUCATION CURRICULUM
JUNIOR HIGH SCHOOL TECHNICAL LIVELIHOOD EDUCATION AND SENIOR HIGH SCHOOL - TECHNICAL-VOCATIONAL-LIVELIHOOD TRACK
HOME ECONOMICS - LOCAL GUIDING SERVICES (NC II)
(160 hours)

These are the specializations and their pre-requisites. These lists should be used as reference for curriculum maps.

AGRI-FISHERY ARTS

	Specialization	Number of Hours	Pre-requisite
1.	Agricultural Crops Production (NC I)	320 hours	
2.	Agricultural Crops Production (NC II) <i>updated based on TESDA Training Regulations published December 28, 2013</i>	640 hours	
3.	Agricultural Crops Production (NC III)	640 hours	Agricultural Crops Production (NC II)
4.	Animal Health Care Management (NC III)	320 hours	Animal Production (Poultry-Chicken) (NC II) or Animal Production (Ruminants) (NC II) or Animal Production (Swine) (NC II)
5.	Animal Production (Poultry-Chicken) (NC II) <i>updated based on TESDA Training Regulations published December 28, 2013</i>	320 hours	
6.	Animal Production (Large Ruminants) (NC II) <i>updated based on TESDA Training Regulations published December 28, 2013</i>	320 hours	
7.	Animal Production (Swine) (NC II) <i>updated based on TESDA Training Regulations published December 28, 2013</i>	320 hours	
8.	Aquaculture (NC II)	640 hours	
9.	Artificial Insemination (Large Ruminants) (NC II)	160 hours	Animal Production (Large Ruminants) (NC II)
10.	Artificial Insemination (Swine) (NC II)	160 hours	Animal Production (Swine) (NC II)
11.	Fish Capture (NC II)	640 hours	
12.	Fishing Gear Repair and Maintenance (NC III)	320 hours	
13.	Fish-Products Packaging (NC II)	320 hours	
14.	Fish Wharf Operation (NC I)	160 hours	
15.	Food Processing (NC II)	640 hours	
16.	Horticulture (NC III)	640 hours	Agricultural Crops Production (NC II)
17.	Landscape Installation and Maintenance (NC II)	320 hours	
18.	Organic Agriculture (NC II)	320 hours	
19.	Pest Management (NC II)	320 hours	
20.	Rice Machinery Operations (NC II)	320 hours	
21.	Rubber Processing (NC II)	320 hours	
22.	Rubber Production (NC II)	320 hours	
23.	Slaughtering Operations (Hog/Swine/Pig) (NC II)	160 hours	

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HOME ECONOMICS

	Specialization	Number of Hours	Pre-requisite
1.	Attractions and Theme Parks Operations with Ecotourism (NC II)	160 hours	
2.	Barbering (NC II)	320 hours	
3.	Bartending (NC II)	320 hours	
4.	Beauty/Nail Care (NC II)	160 hours	
5.	Bread and Pastry Production (NC II)	160 hours	
6.	Caregiving (NC II)	640 hours	
7.	Commercial Cooking (NC III)	320 hours	Cookery (NC II)
8.	Cookery (NC II)	320 hours	
9.	Dressmaking (NC II)	320 hours	
10.	Events Management Services (NC III)	320 hours	
11.	Fashion Design (Apparel) (NC III)	640 hours	Dressmaking (NC II) or Tailoring (NC II)
12.	Food and Beverage Services (NC II) <i>updated based on TESDA Training Regulations published December 28, 2013</i>	160 hours	
13.	Front Office Services (NC II)	160 hours	
14.	Hairdressing (NC II)	320 hours	
15.	Hairdressing (NC III)	640 hours	Hairdressing (NC II)
16.	Handicraft (Basketry, Macrame) (Non-NC)	160 hours	
17.	Handicraft (Fashion Accessories, Paper Craft) (Non-NC)	160 hours	
18.	Handicraft (Needlecraft) (Non-NC)	160 hours	
19.	Handicraft (Woodcraft, Leathercraft) (Non-NC)	160 hours	
20.	Housekeeping (NC II) <i>updated based on TESDA Training Regulations published December 28, 2013</i>	160 hours	
21.	Local Guiding Services (NC II)	160 hours	
22.	Tailoring (NC II)	320 hours	
23.	Tourism Promotion Services (NC II)	160 hours	
24.	Travel Services (NC II)	160 hours	
25.	Wellness Massage (NC II)	160 hours	

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INDUSTRIAL ARTS

	Specialization	Number of Hours	Pre-requisite
1.	Automotive Servicing (NC I) <i>updated based on TESDA Training Regulations published December 28, 2013</i>	640 hours	
2.	Automotive Servicing (NC II)	640 hours	Automotive Servicing (NC I)
3.	Carpentry (NC II)	640 hours	
4.	Carpentry (NC III)	320 hours	Carpentry (NC II)
5.	Construction Painting (NC II)	160 hours	
6.	Domestic Refrigeration and Air-conditioning (DOMRAC) Servicing (NC II)	640 hours	
7.	Driving (NC II)	160 hours	
8.	Electrical Installation and Maintenance (NC II)	640 hours	
9.	Electric Power Distribution Line Construction (NC II)	320 hours	Electrical Installation and Maintenance (NC II)
10.	Electronic Products Assembly and Servicing (NC II) <i>updated based on TESDA Training Regulations published December 28, 2013</i>	640 hours	
11.	Furniture Making (Finishing) (NC II)	640 hours	
12.	Instrumentation and Control Servicing (NC II)	320 hours	Electronic Products Assembly and Servicing (EPAS) (NC II)
13.	Gas Metal Arc Welding (GMAW) (NC II)	320 hours	Shielded Metal Arc Welding (SMAW) (NC II)
14.	Gas Tungsten Arc Welding (GTAW) (NC II)	320 hours	Shielded Metal Arc Welding (GMAW) (NC II)
15.	Machining (NC I)	640 hours	
16.	Machining (NC II)	640 hours	Machining (NC I)
17.	Masonry (NC II)	320 hours	
18.	Mechatronics Servicing (NC II)	320 hours	Electronic Products Assembly and Servicing (EPAS) (NC II)
19.	Motorcycle/Small Engine Servicing (NC II)	320 hours	
20.	Plumbing (NC I)	320 hours	
21.	Plumbing (NC II)	320 hours	Plumbing (NC I)
22.	Refrigeration and Air-Conditioning (Packaged Air-Conditioning Unit [PACU]/Commercial Refrigeration Equipment [CRE]) Servicing (NC III)	640 hours	Domestic Refrigeration and Air-conditioning (DOMRAC) Servicing (NC II)
23.	Shielded Metal Arc Welding (NC I)	320 hours	
24.	Shielded Metal Arc Welding (NC II)	320 hours	Shielded Metal Arc Welding (NC I)
25.	Tile Setting (NC II)	320 hours	
26.	Transmission Line Installation and Maintenance (NC II)	640 hours	Electrical Installation and Maintenance (NC II)

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INFORMATION, COMMUNICATIONS AND TECHNOLOGY (ICT)

	Specialization	Number of Hours	Pre-requisite
1.	Animation (NC II)	320 hours	
2.	Broadband Installation (Fixed Wireless Systems) (NC II)	160 hours	Computer Systems Servicing (NC II)
3.	Computer Programming (.Net Technology) (NC III) <i>updated based on TESDA Training Regulations published December 28, 2013</i>	320 hours	
4.	Computer Programming (Java) (NC III) <i>updated based on TESDA Training Regulations published December 28, 2013</i>	320 hours	
5.	Computer Programming (Oracle Database) (NC III) <i>updated based on TESDA Training Regulations published December 28, 2013</i>	320 hours	
6.	Computer Systems Servicing (NC II) <i>updated based on TESDA Training Regulations published December 28, 2007</i>	640 hours	
7.	Contact Center Services (NC II)	320 hours	
8.	Illustration (NC II)	320 hours	
9.	Medical Transcription (NC II)	320 hours	
10.	Technical Drafting (NC II)	320 hours	
11.	Telecom OSP and Subscriber Line Installation (Copper Cable/POTS and DSL) (NC II)	320 hours	Computer Systems Servicing (NC II)
12.	Telecom OSP Installation (Fiber Optic Cable) (NC II)	160 hours	Computer Systems Servicing (NC II)

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HOME ECONOMICS - LOCAL GUIDING SERVICES (NC II)
(160 hours)

Course Description:

This curriculum guide on **Local Guiding Services** leads to National Certificate Level II (NCII). This course is designed for a high school student to develop knowledge, skills and attitude to perform the tasks on Tour Guiding Services. It covers core competencies namely; 1) research information relevant to tour itinerary; 2) managing tour arrangements for visitors; and 3) accompanying visitors in accordance with the tour itinerary. It also includes provision for on-the-job training in Tour Guiding Services. The preliminaries of this specialization course includes the following: 1) Explain core concepts in tour guiding services ; 2) Discuss the relevance of the course 3) Explore on opportunities for a Tour Guide as a career.

Course Pre-requisite:

The student enrollee of this course must possess the following:

- 1) Excellent communication skills (must be proficient in the Native Language/s, English, and/or Foreign language/s);
- 2) Computer literacy;
- 3) Good visual impact and pleasing personality; and
- 4) Perfect vision (20/20) or with contact lenses but not beyond (20/30)

CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCIES	CODE
Introduction 1. Core concepts in Tour Guiding Services 2. History of Tour Guiding 3. Relevance of the course 4. Career opportunities	The learner demonstrates understanding of concepts and theories in Tour Guiding Services.	The learner independently demonstrates core competencies in Tour Guiding Services as prescribed in the TESDA Training Regulation.	1. Explain basic concepts in tour guiding services 2. Discuss the relevance of the course 3. Explore on opportunities for tour guiding services as a career	
QUARTER I				
LESSON 1 - INFORMATION RELEVANT TO TOUR ITINERARY (RT)				
1. Sites and Sights Features 2. Research Methods 3. Use of electronic resources for research	The learner demonstrates understanding of the knowledge, skills and attitudes required to	The learner independently conducts research on information on tour guiding.	LO 1. Research information relevant to tour itinerary 1.1 Identify sites and sights features 1.2 Source information	TLE_HEGS9-12RT-Ia-f-1

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CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCIES	CODE
4. Types of commentary 5. Selection of commentary material 6. Components of commentary 7. Communication Skills 8. Use of electronic resources for writing 9. Technical writing skills 10. Costing Principles 11. Travel & tour documents	access and research on information on tour guiding.		1.3 Select commentary material 1.4 Develop commentary or tour scripts based from the gathered information	
			LO 2. Arrange gathered information logically 2.1 Prepare log book 2.2 Organize travel & tour documents	TLE_HEGS9-12RT-Ig-j-2
QUARTER II LESSON 2 – TOUR ARRANGEMENTS FOR VISITORS (AV)				
Four stages of tour guiding techniques 1. Pre – Tour 2. Tour Proper 2.1. Arrival procedures 2.2. Activities during the tour 2.3. Departure procedures 3. Complaints management 4. Post tour	The learner demonstrates understanding of the knowledge, skills, and attitudes required in managing tour arrangements included in the tour schedule.	The learner independently manages tour arrangement included in the tour schedule.	LO 1. Identify the activities involve in the four stages of tour guiding techniques 1.1 Describe the activities in each of the four stages of tour guiding services	TLE_HEGS9-12TV-IIa-b-3
			LO 2. Manage tour arrangements for visitors 2.1 Perform pre-arrival preparations/activities 2.2 Manage tour arrangements from tourist arrival to departure 2.3 Resolve complaints and other predicaments 2.4 Perform post-departure activities	TLE_HEGS9-12TV-IIc-j-4
QUARTER III LESSON 3 – ACCOMPANY VISITORS IN ACCORDANCE WITH THE TOUR ITINERARY (AT)				
1. Elements of Tour Guiding 2. Pre-arrival activities 3. Ten commandment of Tour Guiding 4. Crisis Management 5. Do’s and Dont’s of Tour Guiding	The learner demonstrates understanding of the knowledge, skills, and attitude required in accompanying visitors in tour schedule.	The learner independently guides visitors in tour schedule.	LO 1. Identify the elements of tour guiding 1.1 Describe the elements of tour guiding	TLE_HEGS9-12AT-IIIa-b-5

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CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCIES	CODE
			LO 2. Accompany and guide visitors according to tour schedule 2.1 Perform pre-arrival activities 2.2 Guide tourist 2.3 Follow the ten commandments of tour guiding 2.4 Deliver information and commentaries 2.5 Resolve complaints and other emergencies 2.6 Perform post departure activities 2.7 Practice the do's and don'ts of tour guiding	TLE_HEGS9-12AT-IIIc-j-6
QUARTER IV LESSON 4- PERFORM ON THE JOB TRAINING (PJ)				
1. Role and limitations of a tour guide	The learner demonstrates understanding of the knowledge, skills, and attitude required in performing on the job training in Tour Guiding Services.	The learner independently performs on-the-job training in Tour Guiding Services.	LO 1. Observe the role and limitations of a tour guide 1.1 Identify the role and limitations of a tour guide LO 2. Perform and complete on the job training in Tour Guiding Services 2.1 Evaluate performance during the OJT 2.2 Submit Training Completed Certificate with rating	TLE_HEGS9-12PJ-IVa-7 TLE_HEGS9-12AT-IVb-j-8

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**Code Book Legend
 Sample: TLE_HEGS9-12RT-Ia-f-1**

LEGEND		SAMPLE	
First Entry	Learning Area and Strand/ Subject or Specialization	Technology and Livelihood Education_Home Economics Local Guiding Services	TLE_HEGS9-12
	Grade Level	Grade 9/10/11/12	
Uppercase Letter/s	Domain/Content/Component/ Topic	Information Relevant To Tour Itinerary	RT
			-
Roman Numeral <i>*Zero if no specific quarter</i>	Quarter	First Quarter	I
Lowercase Letter/s <i>*Put a hyphen (-) in between letters to indicate more than a specific week</i>	Week	Week One to Six	a-f
			-
Arabic Number	Competency	Research information relevant to tour itinerary	1

DOMAIN/ COMPONENT	CODE
Information Relevant To Tour Itinerary	RT
Tour Arrangements For Visitors	AV
Accompany Visitors In Accordance With The Tour Itinerary	AT
Perform On The Job Training	PJ

Technology-Livelihood Education and Technical-Vocational Track specializations may be taken between Grades 9 to 12.

Schools may offer specializations from the four strands as long as the minimum number of hours for each specialization is met.

Please refer to the sample Curriculum Map on the next page for the number of semesters per Home Economics specialization and those that have pre-requisites. Curriculum Maps may be modified according to specializations offered by a school.

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SAMPLE HOME ECONOMICS CURRICULUM MAP (as of May 2016)**

GRADE 7/8 (EXPLORATORY)				GRADES 9-12				
EXPLORATORY		Beauty/Nail Care (NC II) 2 sems		Wellness Massage (NC II) 2 sems		Hairdressing (NC II) 4 sems		
				*Hairdressing (NC III)			8 sems	
				Barbering (NC II) 4 sems				
				Dressmaking (NC II) 4 sems		Tailoring (NC II) 4 sems		
				*Fashion Design (Apparel) (NC III)			8 sems	
				*Caregiving (NC II)			8 sems	
				Bartending (NC II) 4 sems	Bread and Pastry Production (NC II) 2 sems	Food and Beverage Services (NC II)⁺ <small>updated based on TESDA Training Regulations published December 28, 2013</small> 2 sems		
				Cookery (NC II) 4 sems	*Commercial Cooking (NC III)			4 sems
				Front Office Services (NC II) 2 sems	Travel Services (NC II) 2 sems	Local Guiding Services (NC II) 2 sems	Tourism Promotion Services (NC II) 2 sems	
				Housekeeping (NC II)⁺ <small>updated based on TESDA Training Regulations published December 28, 2013</small> 2 sems	Attractions and Theme Parks (NC II) 2 sems	Event Management Services (NC III) 4 sems		
				Handicraft (Non-NC) Needlecraft 2 sems	Handicraft (Non-NC) Fashion Accessories, Paper Craft 2 sems	Handicraft (Non-NC) Basketry, Macrame 2 sems	Handicraft (Non-NC) Woodcraft, Leathercraft 2 sems	

* Please note that these subjects have pre-requisites mentioned in the CG.
 + CG updated based on new Training Regulations of TESDA.
 Other specializations with no pre-requisites may be taken up during these semesters.

****This is just a sample. Schools make their own curriculum maps considering the specializations to be offered. Subjects may be taken up at any point during Grades 9-12.**

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Main Reference:

Technical Education and Skills Development Authority-Qualification Standards Office. *Training Regulations for Local Guiding Services NC II*. Taguig City, Philippines: TESDA, 2013.

Other References:

Cruz, Zenaida L. *Principles and Ethics of Tour Guiding*. (Quezon City Philippines: Rex Book Store, 1999 ed).

Claravall, Bienvenido G. *Travel and Tour Operations in the Philippines*. 2nd ed. Sampaloc, (Manila: Accumicro I.T. Solutions, 2008).

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Mancini, Marc. *Conducting Tours*. Third ed. (United States: DELMAR CENGAGE Publishers, 2001).

Salamanca, Ma. Dolores N. *Tour Guiding as a Profession*. (Intramuros, Manila Philippines: Mindshapers, 2006).

Poynter, Jane. M. *Tour Design, Marketing & Management Regents*. (New Jersey: Prentice Hall, 1993).