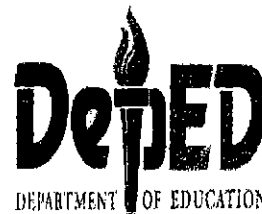




REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON
DEPARTMENT OF EDUCATION
DepEd Complex, Meralco Avenue, Pasig City



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DepED MEMORANDUM
No. 366, s. 2004

AUG 27 2004

DEPED-CONVERGYS ORAL COMMUNICATIONS IN ENGLISH PROGRAM

To: Regional Directors
Schools Division/City Superintendents
Heads, Public Secondary Schools

1. Convergys, one of the leading international companies in the Philippines, has partnered with the Department of Education (DepED) in offering a two-day interactive workshop with computer-aided oral exercises for high school teachers.

2. Conducted by oral language experts, this program intends to further hone the skills of the high school teachers of English, Science and Math, who scored high in the Self-Assesment Test (SAT) in English, and who have completed the 6-day Mentor Training Program (MTP) under the National English Proficiency Program (NEPP). It is also offered to selected English supervisors in the divisions, who will be part of the School-Based Mentor Teams for English, composed of the trained mentor-teachers, principals and school administrators who have been oriented to MTP. The trained teachers and supervisors are expected to train their co-teachers in the schools.

3. Convergys is subsidizing the cost of the two-day training as part of its outreach program, which includes registration fee, handouts, CD of oral English exercises, snacks and lunch for the 30 participants attending each run. It will train a total of 17 groups: 8 for Luzon; 3 for Visayas and 6 for Mindanao and a targetted total of more than 500 trained high school teachers for School Year 2004-2005. (See enclosed program of Convergys).

4. The schedules of the two-day training are as follows:

<i>NCR (two consecutive Saturdays)</i>		
May 29 and June 5, 2004	27 participants	NCR-Pilot Region
June 26 and July 3	26 participants	NCR-Pilot Region
<i>Luzon (Saturday and Sunday)</i>		
July 31 and August 1, 2004	28 participants	Region III (Pilot Region)
August 28-29	30 participants	Regions IV-A and B
September 25-26	30 participants	Region II
October 23-24	30 participants	Region I
November 27-28	30 participants	Region V
December 11-12	30 participants	CAR

The program for NCR and Luzon are held at the Convergys Training Center at the 6th Floor, Insular Life Building, Ayala Avenue, corner Paseo de Roxas, Makati.

Visayas (Saturday and Sunday)

January 29-30, 2005	30 participants	Region VI
February 26-27	30 participants	Region VII
March 12-13	30 participants	Region VIII

The program will be held in the Convergys Cebu Office.

Mindanao (Saturday and Sunday)

April 15-16, 2005	30 participants	Region IX
April 30 and May 1	30 participants	Region X
May 14-15	30 participants	Region XI
May 29-30	30 participants	Region XII
June 25-26	30 participants	CARAGA
July 30-31	30 participants	ARMM

The program will be held in Convergys Cebu, unless Convergys has opened a Mindanao office by this time.


5. The sessions at Convergys begin at 8:30 a.m. and end at 5:00 p.m. for the two days. Participants are requested to be at the venue the day before the scheduled sessions and leave on the second day after the sessions. Luzon participants can make reservations at the PASS Dormitory at the DepED Compound, Pasig City, tel. no. (02) 638-8635, while participants from the Visayas and Mindanao can make reservations at ECOTECH in Lahug, Cebu, tel no. (032-231-0653/or 254-6747).

6. The participants can charge their transportation, accommodation and other meal expenses (breakfast and dinner) to local funds subject to the usual accounting and auditing rules and regulations.

7. Expenses of the NEPP Staff and Secretariat from the Central Office which includes travel, board and lodging, payment of overtime/extra essential services, supplies and materials and other operational costs incurred during the training shall be drawn from OSEC funds.

8. Schools Division Superintendents and Principals will select the participants from the SAT toppers in the division based on the allotted number per division. An addendum will be sent prior to the date scheduled for each region. The list of participants should be faxed to NEPP-Convergys Program, Attn.: Deputy Director Alice Pañares at 638-86-38 or Ms. Luz de la Rosa, Special Events Unit, DepED Central Office, Pasig City at tel no. 637-5832.

9. Immediate dissemination of this Memorandum is desired.


RAMON C. BACANI
Undersecretary
Officer-in-Charge

Encl: As stated

Reference: DepED Memoranda: Nos. 57 and 60, s. 2004

Allotment: 1—(D.O. 50-97)

To be indicated in the Perpetual Index under the following subjects:

Learning Area, ENGLISH
OFFICIALS

TEACHERS
TRAINING PROGRAMS

Training Plan Teacher Training

Objectives:

The participants are expected to:

1. realize the importance of oral competency for the Philippines to be competitive globally, in today's corporate world in general, and in the customer management industry in particular
2. review the skills in effective oral communication, to include:
 - pronunciation
 - effective use of conversation gambits
 - the use of positive phraseology
 - the language of assertiveness
3. show confidence and assertiveness in the teaching of oral communication skills

Time	Content	Methodology	Materials/ Equipment
Day 1 (TOTAL TRAINING HOURS: 7 hours)			
<p><u>Intro Activities</u> (1½ hours)</p>	<p>Expectations Setting</p> <p>Philippine Economic Case: The need to create more jobs.</p> <ul style="list-style-type: none"> • Global Scenario • Our Competitive Advantage: The Philippines as the Offshore Site of Choice • The state of English language competency: Are we competitive? • The threat from other Asian countries • The challenge <p>Climate Setting: Why Teacher Training?</p> <p>Oral Communication Check (Chat-a-chini)</p>	<p>Presentation of Expectations</p> <p>Lecturette Q/A</p> <p>Discussion</p> <p>Two-minute free speech</p>	<p>LCD Projector Slides Expectation Sheets Chat-a-chini</p>

<p>Module 1 (1½ hours)</p>	<p>What is an accent? What is a neutral accent?</p> <p>Filipino accent vis-à-vis Neutral Accent</p> <ul style="list-style-type: none"> • Cultural Considerations <p>The Sounds of English (IPA) PART 1</p> <ul style="list-style-type: none"> • Vowel Sounds • Tense and lax vowels: Cat, caught, cut • Pronunciation Points for Filipinos 	<p>Lecturette</p> <p>Film viewing: Johnny Depp in 2 films using different accents: How does he do it?</p> <p>Facilitator led speech drills; individual, pair, group work</p>	<p>Instructional Sheets, LCD Projector, Slides, PCs, mirrors</p>
<p>Module 2 (1½ hours)</p>	<p>Warm up: Green Eggs and Ham</p> <p>Intonation patterns Intonation and Attitude</p> <p>Intonation in spelling Inflection and its usage</p> <p>Complex Noun Intonation Descriptive Phrases and Compound Nouns Complex Noun and Verb Intonation Contrasting the two patterns</p>	<p>Lecturette</p> <p>Oral practice; pair work, speech drills</p>	<p>Excerpts from the book CD LCD Projector Slides</p>
<p>CAN 8 Exercises – 1 hour</p>			
<p>Module 3 (45 mins)</p>	<p>Liaisons and glides</p>	<p>Facilitator led speech drills; individual, pair, group work</p> <p>Assignment: Jazz Chant Presentation</p>	<p>American Accent Training handbook</p> <p>Consonant Tongue Twisters</p> <p>Flip chart paper Mirrors for trainees</p> <p>MAD GAB GAME</p>

PLENARY (45 mins)	TOPIC: Students' Speech Difficulties (Share-a-Technique: Activity)	Group Discussion and Presentation	
Day 2 (TOTAL TRAINING HOURS: 8 hours)			
Energizer (30 mins)	Jazz Chant Presentation		
Module 4 (30 mins)	Emotions in the Voice • Impact on the message	Select trainees to act out a script	Scripts for role play Instructional Materials
Module 5 (1 hour and 15 minutes)	The Sounds of English (IPA) PART 2 T, D and R The Voiced and Unvoiced TH V and W S and Z sounds More practice: Filipino problematic sounds /f/ and /p/ /b/ and /v/ /i/, /e/, /eɪ/ /ae/, /a/. schwa sound	Facilitator led speech drills; individual, pair, group work	Slides, Projector, Instructional Materials
Module 6 (30 mins)	Conversational Gambits FOCUS: Meeting with Parents, Class Discussion/Presentation, Faculty Meeting	Lecturette Class discussion Simulation	Slides, LCD Projector Role Play Situations
Module 7 (30 mins)	Assertive Language and Positive Phraseology	Lecturette Simulated situations	Slides, LCD Projector Instructional Materials Role Play Situations

CAN 8 Exercises – 1 hour			
Module 8 (30 mins)	Active Listening <ul style="list-style-type: none"> • Active Listening and Comprehension • Language Familiarity 	Lecturette Class discussion Simulation Detective Games	Slides, LCD Projector Detective Stories
Module 9 (1 hour and 15 minutes)	Communication Style <ul style="list-style-type: none"> • Impact of Culture on Communication Style • Filipino Communication Style versus the American Communication Style; versus European Communication Style; versus other Asian Communication Style (Japanese, Chinese) • The Art of Asking and Answering Questions (What Filipinos need to know and practice) 	Lecturette Class discussion Simulation	Slides, LCD Projector Detective Stories
Module 10 (30 mins)	Con conversationally Speaking <ul style="list-style-type: none"> • Oral versus Written Communication • Avoiding Transliteration and Filipinism 	Lecturette Simulated situations	Slides, LCD Projector Instructional Materials Role Play Situations
PLENARY (1 hour)	TOPIC: Action Plan How to address students' pronunciation, intonation and fluency problems; How can your learning help you address these problems?	Group discussion and presentation	
CLOSING Activities (30 minutes)	Program Evaluation		Evaluation Sheets