



Republika ng Pilipinas

(Republic of the Philippines)

KAGAWARAN NG EDUKASYON

(DEPARTMENT OF EDUCATION) Department of Education

PAMBANSANG PUNONG REHIYON National Capital Region

(NATIONAL CAPITAL REGION)

Daang Misamis, Bago Bantay, Lungsod Quezon

(Misamis St., Bago Bantay, Quezon City)

RELEASED

By: _____

Date: _____

January 28, 2019

31 JAN 2019
[Signature]

Regional Memorandum

No. 21 s., 2019

TRAINING ON ONLINE APPLICATION SYSTEM (FOR PRIVATE SCHOOLS)

To: **Schools Division Superintendents**

1. The Department of Education – National Capital Region, Quality Assurance Division will be conducting the above activity on **May 21 – 22, 2019, 8:00AM to 5:00PM, at the DepEd Conference Hall, DepEd-NCR, Misamis St., Bago Bantay, Quezon City.** This activity aims to provide basic skills in using the Online Application System, as well as avoid cases of red tape.
2. The expected participants to this training are QAD Personnel, RO and SDO Information Technology Officers, SDO Private School Focal Persons and representatives from RO Legal Unit.
3. In this connection, registration fee of One Thousand Five Hundred Pesos (Php 1,500.00) shall be collected per participant. Transportation expenses and registration fee may be charged against local funds, subject to the usual accounting and auditing rules and regulations. Payment for registration shall be made directly to DepEd NCR Cashier's office.
4. Participants are requested to come on time and are encouraged to bring laptop, extension cord and broadband if available for backup connection to internet.
5. The list of participants, two (2) per division, must be submitted on or before **February 28, 2019** through email at **rowena.ontangco001@deped.gov.ph**.
6. Attached is the indicative training matrix.
7. Immediate and wide dissemination of this Memorandum is desired.


WILFREDO E. CABRAL

Officer-in-Charge

Office of the Regional Director

TRAINING ON ONLINE APPLICATION SYSTEM (FOR PRIVATE SCHOOLS)

DepEd-NCR Conference Room

May 21-22, 2019

PROGRAMME

May 21, 2019		
Time		Speaker
8:00 – 8:30 AM	Registration	
8:30 – 9:00 AM	Opening Program	
9:00 – 10:00 AM	Introduction of Software	Arturo M. Sunga
10:00 – 11:00 AM	System Flow	Jezer N. Estarda
11:00AM– 12:00 NN	Presentation of Software	Jezer N. Estarda
12:00 NN – 1:00 PM	Lunch Break	
1:00 – 3:30 PM	Continuation Presentation of Software	Jezer N. Estrada
3:30 – 4:30 PM	Actual User Registration	Participants
4:30 – 5:00 PM	Q and A	Arturo M. Sunga & Jezer N. Estrada

May 22, 2019		
Time		Speaker
8:00 – 8:30 AM	Management of Learning (MOL)	
8:30 – 9:00 AM	Recap and Q and A	Arturo M. Sunga & Jezer N. Estrada
10:00 – 12:00 NN	Hands on	Arturo M. Sunga & Jezer N. Estrada
12:00 – 1:00 PM	Lunch Break	
1:00 – 4:00 PM	Hands On	Arturo M. Sunga & Jezer N. Estrada
4:00 – 5:00 PM	Closing Program	