



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OF SAN JOSE DEL MONTE CITY

November 18, 2021

SCHOOL MEMORANDUM

No. 119, s. 2021

To: **Master Teacher I**
Grade Chairman
Teacher I
Teacher II
Teacher III

CONDUCTING TEACHING INNOVATION FOR 21ST CENTURY SKILLS APPROPRIATE FOR DIVERSE LEARNERS: CANVA AS A TOOL IN THE DELIVERY OF INSTRUCTION

1. This office announces the conduct of School Learning Action Cell (LAC) for the month of November 2021 entitled **“Conducting Teaching Innovation for 21st Century Skills Appropriate for Diverse Learners: Canva as a Tool in the Delivery of Instruction** via MS Teams/ Google Meet Application on November 25, 2021, from 1:00 PM to 5:00 PM.
2. This LAC session aims to:
 - a. Gain comprehensive knowledge of using technology in teaching to address learners' need.
 - b. Develop awareness on developing instructional materials for various learners in different teaching modalities using Canva for Education.
 - c. Demonstrate the ability to use Canva for Education that may help in teaching and learning process.
3. 76 Teachers and 1 School Head will participate on LAC workshop.
4. The participants are required to have the following:
 - a. Laptops/Desktop/ Mobile Phone/ tablets
 - b. Microsoft Office Application (MS Office Word); Office 365.
 - c. MS Teams Google Meet Application
5. This memorandum attached the following enclosures.



GRACEVILLE ELEMENTARY SCHOOL

Address: Brgy. Graceville City of San Jose Del Monte, Bulacan 3023

Contact Number: (044)-3070131

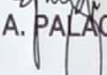
Email Address: 162503.sjdmc@deped.gov.ph



Republic of the Philippines
Department of Education
REGION III

SCHOOLS DIVISION OFFICE OF SAN JOSE DEL MONTE CITY

- a. Enclosure No. 1: Training Matrix
 - b. Enclosure No. 2: Activity Design
 - c. Enclosure No. 3: Technical Working Committee
 - d. Enclosure No. 4: List of Participants
 - e. Enclosure No. 5: Session Guide
6. For information and guidance of all concerned.


DIANALYN A. PALAGANAS PhD
Principal II



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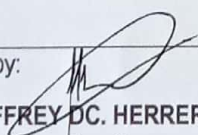


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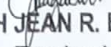
TRAINING MATRIX
Conducting Teaching Innovation for 21st Century Skills Appropriate for Diverse Learners:
Canva as a Tool in the Delivery of Instruction
November 25, 2021: 1:00PM- 5:00PM
Microsoft Teams/ Google Meet

TIME/NO. OF MINUTES		ACTIVITY/TOPIC	PERSON INVOLVE/RESOURCE SPEAKER
PART I. Opening Program			
1:00 - 1:03	3	Patriotic Song	Harlene Q. Torio Teacher I
1:03 - 1:06	3	Prayer	Marissa C. Navarro Teacher I
1:06 - 1:10	4	Checking of Attendance	Brian L. Berruico Teacher I
1:10 - 1:15	5	House Rules	Janet DT. Rosales Teacher I
1:15 - 1:25	10	Opening Remarks	Dianalyn A. Palaganas, PhD Principal II
1:25 - 1:30	5	Overview of the Training	Jeffrey DC. Herrera Teacher III, LAC Facilitator
PART II. Training Proper			
1:30 - 2:00	30	Topic 1: Using Canva in Making Presentation as instructional material.	Mary Ann O. Dughit Teacher I
2:00 - 2:30	60	Topic 2: Using Canva in Developing Video Lesson	Charmine Nicole Cagbabanua Teacher I
2:30 - 3:30	30	Topic 3: Using Canva in making printed activity sheets linked to the you tube educational videos using Bar Code	L-Jay B. Bartolome Teacher I
PART III. Workshop			
3:30 - 4:00	30	Workshop	Participant
4:00 - 4:30	30	Presentation of Outputs	Facilitator Speakers
PART IV. Closing Program			
4:30 - 4:45	15	Awarding of Certificate	Speakers/ Participants/ School Head
4:45 - 5:00	15	Announcement from different Subject Coordinators; Special Program Coordinators.	School Head/Coordinators
LEAH N. CAGURING Master of Ceremony			

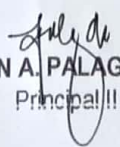
Prepared by:


JEFFREY DC. HERRERA
 Teacher III
 LAC Facilitator

Recommending Approval:


SARAH JEAN R. BAGARINO
 Teacher I
 LAC Coordinator

Approved:


DIANALYN A. PALAGANAS PhD
 Principal III



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ACTIVITY DESIGN

Conducting Teaching Innovation for 21st Century Skills Appropriate for Diverse Learners:
Canva as a Tool in the Delivery of Instruction
November 25, 2021: 1:00PM- 5:00PM
Microsoft Teams/ Google Meet

- I. TITLE OF ACTIVITY: Conducting Teaching Innovation for 21st Century Skills Appropriate for Diverse Learners.
- a. Gain comprehensive knowledge of using technology in teaching to address learners' need.
 - b. Develop awareness on developing instructional materials for various learners in different teaching modalities using Canva for Education.
 - c. Demonstrate the ability to use Canva for Education that may help in teaching and learning process.

III. SETTING OF THE ACTIVITY:

- A. Venue: Microsoft Teams Application
- B. Date/Time: November 25, 2021, 1:00 PM to 5:00 PM
- C. Participants:
 - School Head: 1
 - Teachers: 76
 - Total: 77

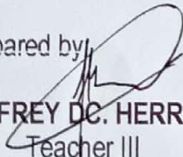
IV. BUDGETING REQUIREMENTS:

N/A

V. BUDGET SOURCE:


N/A

Prepared by:

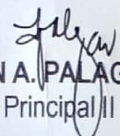

JEFFREY DC. HERRERA
 Teacher III
 LAC Facilitator

Enclosure No. 3

Recommending Approval:


SARAH JEAN R. BAGARINO
 Teacher I
 LAC Coordinator

Approved:


DIANALYN A. PALAGANAS PhD
 Principal II



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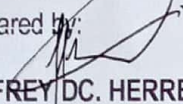
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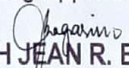
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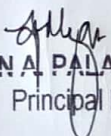
TECHNICAL WORKING COMMITTEE

Conducting Teaching Innovation for 21st Century Skills Appropriate for Diverse Learners:
Canva as a Tool in the Delivery of Instruction
November 25, 2021: 1:00PM- 5:00PM
Microsoft Teams/ Google Meet

- PROGRAM: **ANNALEE P. GOMEZ**
Teacher III
- CERTIFICATES: **RONABELL ABAD GERONA**
Teacher III
- DOCUMENTER: **LORNA B. VALDEZ**
Teacher I
- NARRATIVE REPORT: **JEFFREY DC. HERRERA**
Teacher III
- VIRTUAL MODERATOR: **RALP JASON A. PAR**
Teacher I
- SPEAKERS: **CHARMINE NICOLE CAGBABANUA**
Teacher I
- L-JAY B. BARTOLOME**
Teacher I
- MARY ANN O. DUNGHIT**
Teacher I

Prepared by:

JEFFREY DC. HERRERA
Teacher III
LAC Facilitator

Recommending Approval:

SARAH JEAN R. BAGARINO
Teacher I
LAC Coordinator

Approved:

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