



Republic of the Philippines
Department of Education
Region VII, Central Visayas
DIVISION OF CEBU PROVINCE
Sudlon, Lahug, Cebu City



December 7, 2017

DIVISION MEMORANDUM
NO. 856, s. 2017

**Seminar-Workshop of Teacher-Advisers/Guidance Advocates on the
Implementation of Career Guidance Program (CGP) for
Grade 11 Students**

**TO: Assistant Superintendents
Chiefs/EPSS/Coordinators/SEPSs/ EPS IIs
Public Schools District Supervisors/OICs
Secondary/Integrated School/s Heads/TICs
All Others Concerned**

1. This Office hereby announces the conduct of the **2017 Seminar-Workshop of Teacher-Advisers/Guidance Advocates on the Implementation of Career Guidance Program (CGP) for Grade 11 Students on December 17-19, 2017 (Sun-Tues)** at Executive Conference Hall, **DepEd Ecotech Center, Sudlon, Lahug, Cebu City**. Please see the attached **training matrix** for further details of this learning event.

2. The training starts on **Sunday (December 17th)** and ends on **Tuesday (December 19th)**. Traveling time is in the morning of December 17th and the registration is at around **1:00PM-2:00PM (Sunday)** and the Opening Program will start at 2:01 PM. Participants are **Grade 11 teacher-advisers or career guidance advocates teaching Grade 11 classes from all of the secondary schools (including integrated) offering Grade 11 Senior High School classes**. They are directed to come on time. The first meal/snack will be served at around **3:00 PM** on the first day/Day 1. Those guidance counselors who participated in the recently conducted career guidance training (for Grade 12) sponsored by DepEd Regional Office are discouraged to participate in this learning event (give chance for others to participate).

3. This seminar-workshop/learning event **generally aims** the following:

- Better understand the curriculum guide of the Revitalized Homeroom Guidance Program;
- Gain understanding of the Basics of Career Guidance;
- Understand the 21st century skills and employability skills needed to develop among graduates of Senior High School to better prepare them in life and career;
- Identify the specific actions and strategies that maybe used in the different context and situation in implementing the Career Guidance Program;
- Discuss the facilitating skills;

- f. Understand the content of Module 1 to 8 for grade 11 learners;
- g. Demonstrate skills in the administration of module 1 to 8 through micro-demo teaching; and
- h. Provide feedback on how to improve the strategies employed during the micro-demo teaching.

4. Participants' **identification cards** must also be presented during the registration on the first day of this training. A **Certificate of Participation** will be given to the participants with the indicated **24 training hours earned**, however, if the participant is tardy or will not stay during the entire conduct of this learning event (e.g., loafing to the Division Office), the number of hours lost will be deducted from the **24 training hours/credit units**. If the participant misses **eight (8) hours or more of the training time**, only the **Certificate of Appearance** will be given by the training management.

5. Participants and members of the training team may be given **service credits or Compensatory Time-Off (CTO)** based on CSC or DepEd issuances whatever is applicable for their participation or services rendered in a Sunday/December 17th.

6. This **Memorandum** serves as **Travel Authority** of the **participants**, trainers, admin/logistics/technical training support staffs as well as the other members of the training team/management. For further inquiries about this training or learning event, please contact **MRS. JANE O. GURREA at the CID Office** or send an email message to: v_ybanez@yahoo.com.

7. Travelling expenses of the **participants** shall be charged to the **schools' MOOE** while (travelling) expenses of the **trainers/speakers/EPs'** shall be charged to the **Division's MOOE**. **Expenses for the food or meals/snacks, lodging accommodations (live-in/stay-in arrangement), materials given to the participants/trainers (if there are any) and other related/incidental costs for this training shall be charged to the Division's HRTD/GAD Funds**, subject to its availability as well as the usual accounting and auditing rules or regulations.

8. **Wide dissemination of and strict compliance of this Memorandum is hereby directed.**


RHEA MARIA ANGTUD, Ed.D., CESO VI
Schools Division Superintendent 

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Training Matrix

Title of Activity/Event: Seminar-Workshop of Teacher-Advisers/Guidance Advocates on the Implementation of Career Guidance Program (CGP) for Grade 11 Students

Number of Pax: 242

Date/s: December 17-19, 2017

Venue: DepEd Ecotech Center, Sudlon, Lahug, Cebu City

DAY 1/Sunday, December 17th

Activities/Group/Topic	Time	Duration	Person/s Responsible/Speaker
Travel Time	7:00-1:00 PM	6 hours	Training Team/OD
Registration	1:01-2:01 PM	60 mins.	Training Team/OD
National Anthem	2:02-2:10 PM	8 mins.	Multimedia/National Anthem (Instrumental, no pictures in the screen)
Sugbo Hymn	2:11-2:15 PM	4 mins.	Multimedia
Prayer	2:16-2:20PM	4 mins.	Multimedia
Words of Welcome/Message	2: 21-2:25PM	4 mins.	Training Team
House Rules	2:26-2:30PM	4 mins.	Training Team
Roll Call (by district/municipality)	2:31-2:35PM	4 mins.	Training Team
Leveling of Expectations/Statement of Purpose/Rationale	2:36-2:40PM	4 mins.	Training Team
	2:41-5:01PM	200 mins.	Careers/ Occupational Outlook for LGBT Students by: DR. JOSE GARRY R. NAPOLLES (SEPS-SocMob)
Dinner	5:02-6:02PM	60 mins.	
	DAY 2		
Breakfast	6:00-7:30AM	90 mins.	

Management of Learning (MOL)	7:31-7:59AM	28 mins.	Assigned Host/s
	8:00-10:00AM	120 mins.	<i>Module 1-Road to the Right Choice by Identified Speaker c/o Mrs. Jane O. Gurrea</i>
	10:01-12:01PM	120 mins.	<i>Module 2-Releasing the Power Within by Identified Speaker c/o Mrs. Jane O. Gurrea</i>
LUNCH BREAK	12:02-12:59	57 mins.	Break
	1:00-3:01 PM	120 mins.	<i>Module 3-Reaffirming the Chosen Track by Identified Speaker c/o Mrs. Jane O. Gurrea</i>
	3:02-5:02 PM	120 mins.	<i>Module 4-Fit Me Right by Identified Speaker c/o Mrs. Jane O. Gurrea</i>
DINNER	5:03-6:03PM	60 mins.	
DAY 3			
Breakfast	6:00-7:30AM	90 mins.	
Management of Learning (MOL)	7:31-7:59AM	28 mins.	Assigned Host/s
	8:00-10:00AM	120 mins.	<i>Module 5-Rising Toward the Reality of My Dreams by Identified Speaker c/o Mrs. Jane O. Gurrea</i>
	10:01-12:01PM	120 mins.	<i>Module 6-Up, Up In the Ladder of My Career by Identified Speaker c/o Mrs. Jane O. Gurrea</i>
LUNCH BREAK	12:02-12:59	57 mins.	Lunch
	1:00-3:00PM	120 mins.	<i>Module 7-Beginning the Journey Where I Am by Identified Speaker c/o Mrs. Jane O. Gurrea</i>
	3:00-4:00PM	60 mins.	<i>Module 8-I Plan to Succeed Moving Forward by: Mrs. Jane O. Gurrea</i>
	4:01-5:00PM	59 mins.	CLOSING PROGRAM
	HAVE A NICE TRIP BACK HOME!		

Prepared by: 

VICTOR A. YBAÑEZ, DM, EDDD, PhD
SEPS-HRD