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Republika ng Pilipinas
Kagawaran ng Edukasyon
Tanggapan ng Pangalawang Kalihim

OUA MEMO 00-0921-0193

MEMORANDUM

16 September 2021

To: **Regional Directors and BARMM Education Minister
Schools Division Superintendents
School Heads, Teachers**

Subject: **ADOBE FOR EDUCATION VIRTUAL SESSION FOR QUALIFIED
TEACHING PERSONNEL TO ACQUIRE FREE ADOBE SOFTWARE
LICENSES**

The Information and Communications Technology Service-Educational Technology Unit (ICTS-EdTech), in collaboration with Creative Nation Academy headed by Mr. Rollan Bañez, will conduct a free webinar session for public school teachers in relation to prepare them in taking the Adobe Certified Educator (ACE) Level 1.


Our industry is promoting awareness and development of more creatives that will be beneficial not only for classroom instruction but also raising the qualification and professional growth of an individual. **The Department of Education will provide a total of 83,000 Adobe software licenses for qualified public school teachers**, who meet the requirements of the program. These teachers will be given a named license under his/her DepEd email address.

This activity offers open registration but only applicable for DepEd personnel. The session is a bichronous learning activity and will be aired on the following social media accounts on 18 September 2021 at 1:00 p.m. – 4:00 p.m.:

1. <https://www.facebook.com/depededtech> (Facebook)
2. <https://www.youtube.com/c/DepEdPhilippines/> (Youtube)
3. <https://www.youtube.com/c/EducationalTechnologyUnit/Youtube>

The criteria and qualification to get an Adobe license from ICTS-EdTech are indicated in Annex A. For questions and concerns, please contact Mr. Mark Anthony C. Sy at email mark.sy002@deped.gov.ph.

For immediate and appropriate action.


ALAIN DEL B. PASCUA
Undersecretary



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Office of the Undersecretary for Administration (OUA)

[Administrative Service (AS), Information and Communications Technology Service (ICTS), Disaster Risk Reduction and Management Service (DRRMS), Bureau of Learner Support Services (BLSS), Baguio Teachers Camp (BTC), Central Security & Safety Office (CSSO)]

Department of Education, Central Office, Meralco Avenue, Pasig City
Rm 519, Mabini Bldg; Mobile: +639260320762; Tel: (+632) 86337203, (+632) 86376207
Email: usec.admin@deped.gov.ph; Facebook/Twitter @depedayo

Annex A:

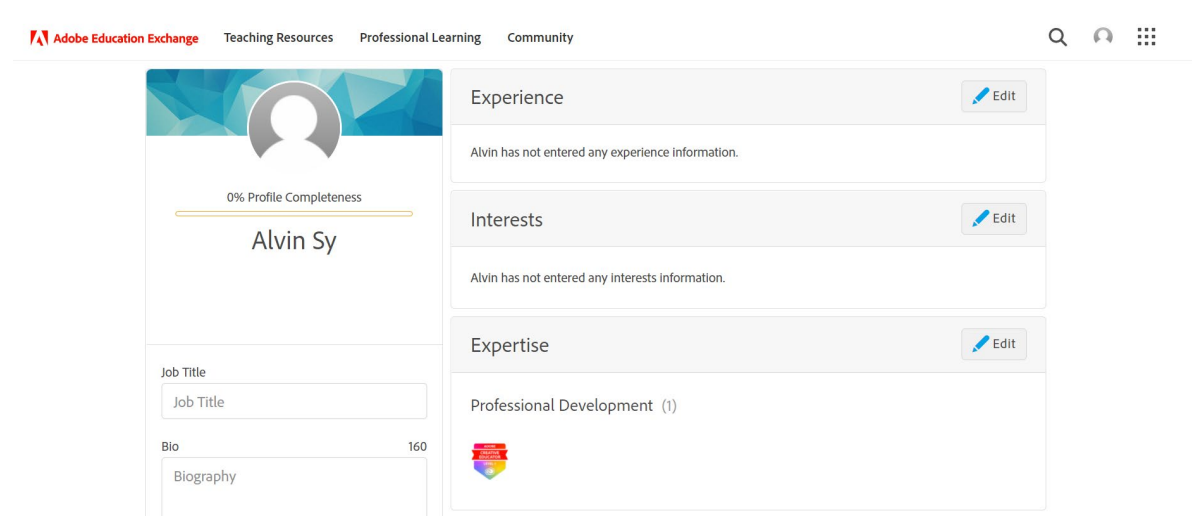
Criteria and Requirements for Acquiring a DepEd Adobe Software License

Qualifications for the Program:

1. A teaching personnel handling any subject or grade level.
2. A school personnel who has supervisory roles such as Head Teacher and Principal.
3. Must have a DepEd email address. (For new teachers without DepEd email address, please contact your School ICT Coordinator.)
4. An applicant can use the school email address if it is under the DepEd domain.
5. Passed the Adobe Certified Educator (ACE) Level 1.

Procedure:

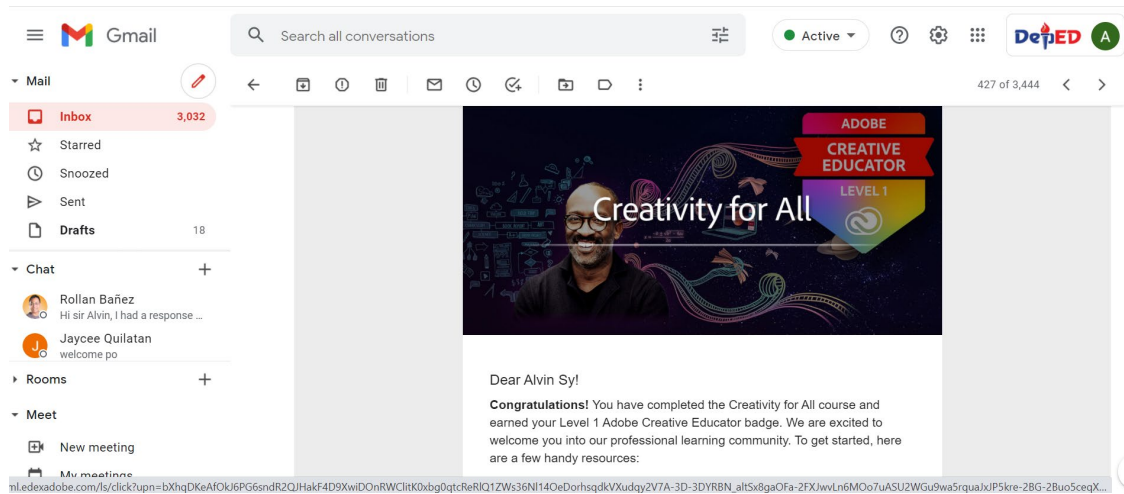
1. For asynchronous learning, teachers must enroll in the DepEd Professional Development Learning Management System with URL training.deped.gov.ph to access the webinar copy of the session. The participant must follow the guide and accomplish the needed task at the Adobe Education Exchange website.
2. For synchronous learning, teachers must watch via live streaming in the DepEd EdTech Unit YouTube Channel or DepEd EdTech Unit Facebook Page. The participant must follow the guide and accomplish the needed task at the Adobe Education Exchange website.
3. Participants must accomplish the task in Adobe Education Exchange website to get the ACE Level 1. Once passed, the screenshot must be uploaded and submitted using the training.deped.gov.ph.
4. Click Site Home and look for **DepEd Adobe License Distribution Program**.
5. Attach a screenshot from the Adobe Education Exchange website indicating that you passed the ACE Level 1. As reference, see screenshot below.



The screenshot shows the Adobe Education Exchange website interface. At the top, there are navigation links: "Teaching Resources", "Professional Learning", and "Community". The user's profile is displayed for "Alvin Sy", showing a "0% Profile Completeness" progress bar. The profile includes sections for "Experience", "Interests", and "Expertise". The "Expertise" section shows "Professional Development (1)" with a small Adobe logo icon. The profile also has fields for "Job Title" and "Bio" (with a character count of 160).



6. Attach a screenshot of the email message sent by Adobe declaring that you passed ACE Level 1. As a reference, see the screenshot below.



7. Take note that an applicant must **submit two (2) screenshots**: one from Adobe Education Exchange and the other one from the email message sent. **Save these screenshots in a pdf file format.**
8. Take the examination in training.deped.gov.ph to activate your digital Certificate of Participation and as a requirement in claiming an Adobe License. A participant must get a perfect score from a set of randomized questions.

Claiming of Adobe Licenses:

1. Applicants will be given enough time to prepare and get the ACE Level 1. This certification is a requirement and a ticket to receive the DepEd Adobe named licenses. The document will be monitored and reviewed by the Program Lead headed by Mr. Alvin Sy and Mr. Neil Arvin Bautista. The last day for submission of ACE Level 1 certification is on **31 December 2021**.
2. The list of ACE Level 1 passers will be forwarded to Mr. Mark Anthony C. Sy. The distribution of licenses will commence on **10 January 2022**. All indicated in the list will receive an email notification from Adobe informing the activation of their respective accounts.
3. **Since there are only 83,000 licenses available, it will be on a first come first serve basis.** Those who have sent their proof of qualification and a passer of ACE Level 1 earlier can assure a spot as a recipient and will be processed immediately.
4. The daily count of available licenses will be reflected in the Facebook Page of the ICTS-EdTech.



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