



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

October 4, 2021

OFFICE MEMORANDUM

No. **000298**s. 2021

To: Schools Division Superintendent
Division of Tacloban City
All Others Concerned

**ORIENTATION ON THE ONLINE FIELD VALIDATION OF MULTIMEDIA LEARNING
FORMAT FOR SENIOR HIGH SCHOOL (SHS) PRIMALS SUPPLEMENTARY MATERIALS**

1. Relative to the attached DepEd Memorandum No. DM-CI-2021-00218 on the Senior High School Primals Plus Activities, this Office, through the Curriculum and Learning Management Division (CLMD), shall conduct an Orientation on the Online Field Validation of Multimedia Learning Format for Senior High School (SHS) Primals Supplementary Materials on October 4, 2021 at 2:00-5:00 p.m. via Google Meet.
2. The participants to the activity are the Regional SHS Coordinator, Division SHS Focal Person and Learning Area Supervisor of English, the members of the Development Team, select School Heads, Master Teachers, and Teachers handling Personality Development from the three selected schools, namely: Leyte NHS, Sagkahan NHS, and San Jose NHS.
3. The meeting link shall be shared to the concerned Division SHS Focal Coordinator.
4. For the other details on the activity, refer to the above-mentioned issuance.
5. Immediate dissemination of and compliance with this Memorandum are desired.


EVELYN R. FETALVERO, CESO IV
Regional Director

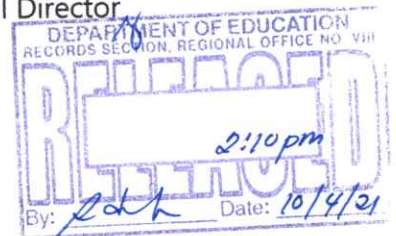
Enclosures: None

References: As stated

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

LEARNING RESOURCES SHS WRITERS

CLMD-GCM





Republic of the Philippines

Department of Education
UNDERSECRETARY FOR CURRICULUM AND INSTRUCTION

44809

DepEd MEMORANDUM

DM-CI-2021- 00218

TO : **REGIONAL DIRECTORS**
Regions I, II, III, IV-CALABARZON, IV-MIMAROPA
V, VI, VII, VIII, IX, X, XI, XII, NCR, CAR

FROM : **DIOSDADO M. SAN ANTONIO**
Undersecretary for Curriculum and Instruction

SUBJECT : **SENIOR HIGH SCHOOL PRIMALS PLUS ACTIVITIES**

DATE : September 1, 2021

The Bureau of Learning Delivery-Teaching and Learning Division (BLD-TLD) shall conduct an Online Field Validation of Multimedia Learning Format for SHS PRIMALS Supplementary Materials in select learning areas per DM-CI-2021-218 dated June 4, 2021. The validation will be held on September 20-24, 2021.

The activity aims to validate the SHS supplementary materials in terms of content, format/technical design, alignment of the lesson and activities/tasks with the objectives, presentation and organization, and accuracy and up-to-datedness of information of the materials. The relevant results of the validation will be utilized on the finalization of said materials.

The following documents are enclosed for reference:

- Annex A – Guidelines on Field Validation;
- Annex B – Template for the list of Field Validation Team (FVT) Members;
- Annex C – Template for the Validation Schedule;
- Annex D – Reminders for the School Heads during the Orientation of Parents/Guardians; and
- Annex E – List of Stationed Division of the Development Team

An orientation for the FVT members will be conducted on September 16, 2021 at 9:00 AM. The link for the activity is <https://tinyurl.com/SHSprimalsFVTorientationValid>.

Miscellaneous expenses for writers and FVT members for validation shall be charged to local funds, subject to the usual accounting and auditing rules and regulations.

For queries and more information, please contact Ernani Ofreneo Jaime, Supervising Education Program Specialist or Glenda M. Granadozin, Senior Education Program Specialist of the BLD-TLD, through their email accounts at ernani.jaime@deped.gov.ph and glenda.granadozin@deped.gov.ph or at mobile numbers 09190047390 and 0908 5872218.

For compliance, information, and guidance.



**GUIDELINES ON THE ONLINE FIELD VALIDATION FOR SENIOR HIGH SCHOOL
 MULTIMEDIA LEARNING SUPPLEMENTARY LEARNING MATERIALS ON SELECT LEARNING AREA**

Requirements and Procedures

A. Multimedia Supplementary Learning Materials Field Validation Flowchart

The following guidelines and process shall be considered for the online field validation of supplementary learning materials:

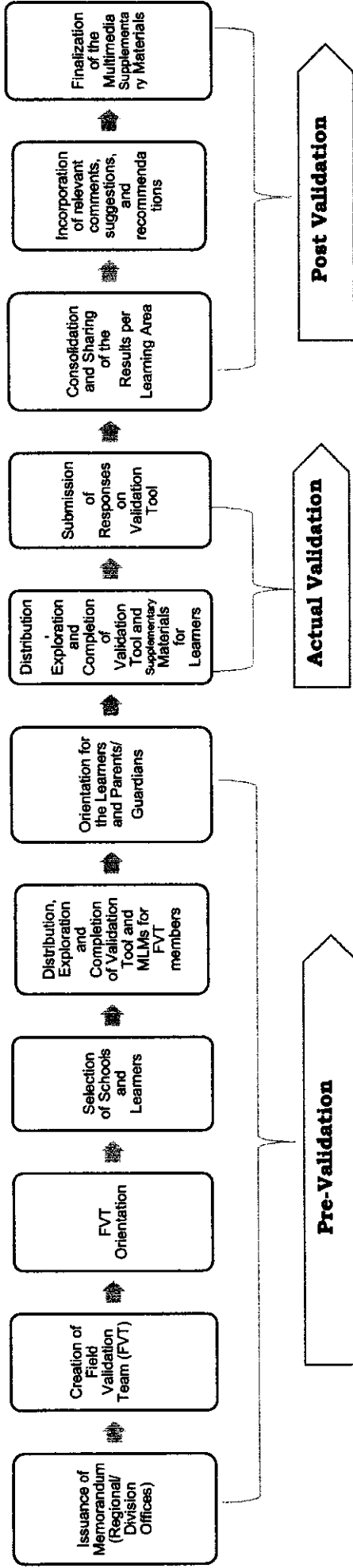


Figure 1. Model for Online Field Validation



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B. Online Field Validation Procedures

Part	Process	Tasks	Responsible Unit/Person	Time Frame	Required Output
Pre-Validation	<ul style="list-style-type: none"> • Issuance of memorandum with attached guidelines on online field validation of SHS <i>multimedia</i> supplementary learning materials 	<ul style="list-style-type: none"> • BLD-TLD shall coordinate with the Regional and Division Level regarding the memorandum cum guidelines on the conduct of the Online Field Validation to the Regional and Division Level 	BLD-TLD Personnel	September, 2021	<ul style="list-style-type: none"> • Issued memorandum and guidelines
	<ul style="list-style-type: none"> • Creation of FVT Field Validation Team (FVT) 	<ul style="list-style-type: none"> • The SHS Regional/Division Focal/EPS shall identify the FVT members • The FVT members shall be composed of the Regional SHS Focal, Division SHS Focal, EPS in charge of the Learning Area, School Head, Master Teacher and/or SHS Teacher teaching the subject and SHS Development Team • The consolidated list of identified FVT members, parents and learner validators shall be submitted to the BLD-TLD using the attached template (Annex B). The development team will prepare the list, for the approval of the Regional SHS Focal. • The BLD-TLD specialists shall conduct an orientation for FVT members 	<ul style="list-style-type: none"> • BLD-TLD Personnel • Regional SHS Focal • Division SHS Focal • SHS School Head • Master Teacher • SHS Teacher • SHS Development Team 	September 17, 2021	<ul style="list-style-type: none"> • Created FVT Team • Oriented FVT Team on validation activity
	<ul style="list-style-type: none"> • Conduct orientation with FVT 			September 20, 2021 (@9am)	
	<ul style="list-style-type: none"> • Selection of schools and learners 	<ul style="list-style-type: none"> • The SHS Regional/Division focal shall identify a Senior High School (SHS) with online classes, preferably the official work station (division and school) of the SHS development team of multimedia supplementary learning materials. (Please refer to Annex E for the list of divisions/schools of the development team). 	<ul style="list-style-type: none"> • Division SHS Focal • EPS • SHS School Head • SHS Development Team • SHS Teacher 	September 20, 2021	<ul style="list-style-type: none"> • Selected SHS with online classes • Identified learners as validator



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Annex A

Part	Process	Tasks	Responsible Unit/ Person	Time Frame	Required Output
		<ul style="list-style-type: none"> The learners must have strong internet connectivity. For equal representation, the selected learners category should ideally range from below average, average to above average. The identified schools shall serve as the venue for field validation. The school head shall choose 4 – 10 learners who will participate in the validation i.e. 4 to 10 learners will validate for each video/multimedia supplementary material The SHS Regional/Division Focal shall schedule the conduct of the validation activity in collaboration with the School Head 			<ul style="list-style-type: none"> Schedule of validation
	<ul style="list-style-type: none"> Distribution, Exploration and Completion of validation tool and multimedia supplementary learning materials for FVT members 	<ul style="list-style-type: none"> The SHS Regional/Division Focal/EPS shall distribute the link for tools and multimedia supplementary materials (video) for FVT FVT members shall explore, experience, and examine (3Es) the multimedia supplementary materials The SHS Regional/Division Focal/EPS shall ensure that FVT members have completely filled-out the validation tool. The link for FVT validation tool will be provided during the orientation on September 16, 2021. 	<ul style="list-style-type: none"> Division SHS Focal EPS SHS School Head SHS Development Team SHS Teacher 	September 21, 2021	<ul style="list-style-type: none"> Distributed the validation tool and multimedia supplementary learning materials Accomplished Validation Tool
	<ul style="list-style-type: none"> Orientation for the learners and parents/guardians 	<ul style="list-style-type: none"> The school head shall orient the learners and their parents on the utilization/content of tools and multimedia supplementary learning materials The SHS Regional/Division Focal/EPS shall supervise the conduct of orientation for parents and learners. 	<ul style="list-style-type: none"> Division SHS Focal SHS School Head Master Teacher SHS Teacher SHS Development Team Parents/ guardians Learners 	September 21, 2021	<ul style="list-style-type: none"> Oriented parents/guardians and learners Secured parent's consent form



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Annex A

Part	Process	Tasks	Responsible Unit/ Person	Time Frame	Required Output
Actual Validation	<ul style="list-style-type: none"> Distribution, Exploration and Completion of validation tool and multimedia supplementary materials for learners 	<ul style="list-style-type: none"> School Head shall distribute the multimedia supplementary learning materials and validation tool. Learner shall explore, experience, and examine (3Es) the multimedia supplementary learning materials The learner shall fill-out the validation tool under the supervision of the parents/guardians The SHS teacher shall be available for consultation of learners The link for the learner's validation tool will be provided during the orientation on September 16, 2021. 	<ul style="list-style-type: none"> School Head SHS Teacher SHS Development Team Parents/ guardians Learners 	September 22-24, 2021	<ul style="list-style-type: none"> Distributed the multimedia supplementary learning materials and validation tool Accomplished validation tool
	<ul style="list-style-type: none"> Submission of accomplished/ completed responses of validation Tool 	<ul style="list-style-type: none"> SHS Teacher and FVT shall ensure that validation tools are submitted in the Google drive link provided for the learners. 	<ul style="list-style-type: none"> School Head SHS Teacher Parents/ guardians Learners SHS Development Team 	September 27, 2021	<ul style="list-style-type: none"> Submitted the validation tool
Post- Validation	<ul style="list-style-type: none"> Consolidation and sharing of the results per learning area 	<ul style="list-style-type: none"> TLD Specialists shall host a virtual meeting with the SHS development team to share the results of the validation per learning area. 	<ul style="list-style-type: none"> TLD Personnel SHS Development Team 	September 29-30, 2021	<ul style="list-style-type: none"> Consolidated validation results Shared the results of validation
	<ul style="list-style-type: none"> Incorporation of relevant comments, suggestions and recommendations 	<ul style="list-style-type: none"> The development team shall incorporate relevant comments, suggestions and recommendations to the multimedia supplementary learning materials. 	<ul style="list-style-type: none"> TLD Personnel SHS Development Team 	October 11-15, 2021	<ul style="list-style-type: none"> Revised multimedia supplementary learning materials



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Annex A

Part	Process	Tasks	Responsible Unit/ Person	Time Frame	Required Output
	<ul style="list-style-type: none"> Finalization of the multimedia supplementary learning materials 	<ul style="list-style-type: none"> The development team shall finalize the supplementary learning materials and submit the final/edited copy to TLD Specialists. 	<ul style="list-style-type: none"> TLD SHS Learning Area Specialist SHS Development Team 	November 3-7 & 10-14, 2021	<ul style="list-style-type: none"> Finalized multimedia supplementary learning materials

C. List of Documents for Submission of FVT

- Scanned or pictured outputs during the validation (*documentation, if any*) – c/o development team
- Names of FVT Team Members - Please refer to the template in Annex B
- Names of Learners included in the validation of multimedia supplementary learning materials – Please refer to the template in Annex C
- List of actual divisions/schools involved in the validation activity

**ONLINE FIELD VALIDATION FOR SENIOR HIGH SCHOOL MULTIMEDIA
SUPPLEMENTARY LEARNING MATERIALS (SHS SuppMats)
ON SELECT LEARNING AREAS**

**REMINDERS OF SCHOOL HEAD FOR PARENTS/GUARDIANS
DURING THE ORIENTATION**

1. The school head shall explain to the learners and parents/guardians that the:
 - validation activity is non-graded and has no effect to the academic performance of their child; and
 - purpose of validation is for the improvement of the SHS Multimedia Supplementary Materials (SuppMats).
2. Parents/Guardians are expected to provide support by allowing their child/ren to focus while engaged with the material.
3. Parents/Guardians shall ensure that their child/ren are present 10-15 minutes before the distribution of the validation tools and multimedia supplementary materials (actual validation) in their respective online platforms.
4. Learners must coordinate with the SHS Teacher regarding the details of the online field validation.



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Annex

Online Field Validation of SHS Multimedia Learning Supplementary Materials on Selected Learning Areas
Template for the Schedule of Validation

Date of Validation	(Place of Validation) School, Division & Region	SHS Development Team	Subject	Grade Level	Name of Students (4-10)	Gender	Name of Parents/Guardian	Mobile Number of Parents/Guardian	Remarks

Prepared by: _____

Approved by: _____

gsheet link: <https://tinyurl.com/SHSValidationSchedule>



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Annex

Online Field Validation of SHS Multimedia Learning Supplementary Materials on Selected Learning Areas
List of Field Validation Team

Name of FVT Member	Region, Division & School	Mobile Number	Email Address	Facebook/ Messenger Account
Regional SHS Focal				
Division SHS Focal				
EPS Learning Area				
School Head/Principal				
Master Teacher Teaching the Subject				
Teacher Teaching the Subject				
SHS Development Team				

Prepared by: _____

Approved by: _____

gsheet link: <https://tinyurl.com/SHSFVTnames>