



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

**Office of the Schools
Division Superintendent**

12 January 2022

DIVISION MEMORANDUM
No. 023, s. 2022

THE DIGITAL FACILITATION SKILLS TRAINING FOR DEPED REGION X

To: **CACAYAN, MARIE JADE A., Education Program Supervisor**
MAASIN, HELEN E., Education Program Supervisor
VALMORIA, MARGIE R., Education Program Supervisor
This Division

1. This refers to Regional Memorandum No. 010, s. 2022 dated January 10, 2022, titled **The Digital Facilitation Skills Training for DepEd Region X**, the participants are directed to join the Digital Facilitation Skills Training on January 11-13, 2022, via Online Platform.
2. The participants must accomplish the following before the session: (a) learning style questionnaire; and (b) online competency assessment. Hence, participants must prepare a blank sheet of paper and some permanent-colored pens or crayons during the training.
3. Further, this Office shall adhere to Equal Opportunity Principle (EOP). Hence, all actions shall be based solely on guidelines set with no discrimination on the account of age, gender, identity, sexual orientation, civil status, disability, religion, ethnicity, or political affiliation.
4. Immediate and wide dissemination of this Memorandum is desired.

OLGA C. ALONSABE, PhD, CESE
Schools Division Superintendent

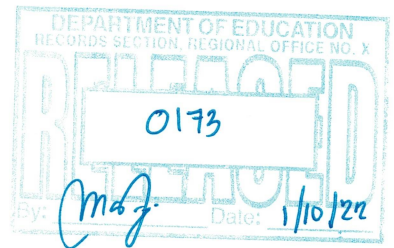
To be indicated in the Perpetual Index
under the following subjects:
TRAINING PROGRAMS
SGOD/HRD/MPM

DIGITAL FACILITATION SKILLS





Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO



Office of the Assistant Regional Director

January 10, 2022

REGIONAL MEMORANDUM
No. 10, s. 2022

**ADDENDUM TO REGIONAL MEMORANDUM NO. 749, S. 2021 AND REGIONAL
MEMORANDUM NO. 700, S. 2021 (THE DIGITAL FACILITATION SKILLS
TRAINING FOR DEPED REGION X)**

To: Schools Division Superintendents
Regional Functional Division Chiefs
All Others Concerned

1. About Regional Memorandum No. 749, s. 2021 titled **Change of Schedule for the Digital Facilitation Skills Training for DepEd Region X** and Regional Memorandum No. 700, s. 2021 on **Digital Facilitation Skills Training for DepEd Region X**, the Zoom link for the virtual activity is <https://bit.ly/3Ged5hY>.
2. The participants must accomplish the following before the session:
 - a. **Learning Styles Questionnaire.** (File attached: LS Questionnaire) Also attached is a sample accomplished form for reference (file: LS Questionnaire_Sample). The participants NEED NOT submit the accomplished form but must put their quadrant number (based on the result of their answers) in their Zoom ID after the morning break.
 - b. **Online competency assessment** as virtual learning facilitator via this link: <https://forms.gle/2ubbZRV1vxm1MCHQ9>.
3. The participants must be ready with a blank sheet of paper and some permanent-colored pens or crayons during the training.
4. The list of participants and matrix of activities are attached for reference.
5. Immediate and wide dissemination of this Memorandum is desired.


DR. VICTOR G. DE GRACIA JR., CESO V
Assistant Regional Director
Officer-in-Charge
Office of the Regional Director

HRDD/becky



DepEd Regional Office X, Zone 1, Upper Balulang, Cagayan de Oro City
(088) 856-3932 | (088) 881-3137 | (088) 881-3031
Department of Education Region 10
region10@deped.gov.ph
<http://deped10.com>



ADDENDUM TO REGIONAL MEMORANDUM NO. 749, S. 2021 AND REGIONAL MEMORANDUM NO. 700, S. 2021 (THE DIGITAL FACILITATION SKILLS TRAINING FOR DEPED REGION X)

LIST OF PARTICIPANTS

| | |
|--|------------|
| Batch 1: Date of training: January 11-13, 2022 | |
| Regional Functional Division Chiefs | 8 |
| Regional Supervisors | 24 |
| NEAP R-10 Learning Facilitators (LFs) (Less: LFs who are regional supervisors and division chiefs) | 68 |
| TOTAL | 100 |

| |
|--|
| Batch 2: Date of training: January 18-20, 2022 |
| CID and SGOD Chiefs |
| CID and SGOD Supervisors |

| |
|--|
| Batch 3: Date of training: January 25-27, 2022 |
| Public Schools District Supervisors/ District-in-Charge |

LIST OF NEAP R-10 LEARNING FACILITATORS

| | Last Name | First Name | Middle Name | SDO |
|----|------------------|-------------------|--------------------|-----------------------|
| 1 | Abejuela | Rosefel Pilar | Molina | Mis.Or |
| 2 | Abellana | Lino | | Gingog |
| 3 | Adajar | Artemio Rey | S | Bukidnon (SGOD Chief) |
| 4 | Alduhueza | Maria Sherwin | | Tangub |
| 5 | Allera | Mary Ann | Minerales | Gingog |
| 6 | Alumbro | Charish | Ranile | Bukidnon |
| 7 | Ambalong | Myra | Atanacio | Iligan |
| 8 | Amigable | Maria Fritzie | Dapiton | Ozamis |
| 9 | Arazo | Vilma | Hatague | Iligan |
| 10 | Bacasnot | Roselle | Olaer | Gingog |
| 11 | Balaba | Marife | Dimalig | Mis.Or |
| 12 | BENEDICTO | ROLISA | TORRES | Bukidnon |
| 13 | Bernido | Roselyn | Bonggot | Camiguin |
| 14 | Birondo | Mary Jane | Chavez | Mis.Or |
| 15 | Bontilao | Vellma Lou | Labidon | Lanao |
| 16 | Buaron | Angelina | | Regional Office |
| 17 | Caballes | Dennis | Capito | Valencia |
| 18 | Cabigas | Marie Emerald | Alonsabe | Regional Office |
| 19 | Cacayan | Marie Jade | Alonsabe | El Salvador |
| 20 | Cagas | Armando | L | Bukidnon |
| 21 | Cajeta | Marilyn | Sarucam | Iligan |
| 22 | Cauntongan | Akizah | Busran | Lanao |
| 23 | CORNELIA | MARY ANN | PLAZA | Iligan |
| 24 | CORONEL | LEVI | MAQUINTA | Iligan |
| 25 | Dechos | Roberto Jr. | | Iligan |

| | | | | |
|----|------------|----------------|------------|----------------------|
| 26 | Diango | Sheilla | Balane | Mis.Or |
| 27 | Disocor | Annie | | Lanao |
| 28 | Donasco | Maurita | | Gingoog |
| 29 | Ebisa | Enerio | Eburas | Iligan |
| 30 | Edon | Maria Eva | S | Lanao |
| 31 | Edullantes | May | Pastrano | Ozamis |
| 32 | Emborong | Connie | Aranton | Lanao |
| 33 | Galarang | GARLANDINO | Pabualan | Mis.Or |
| 34 | Galgo | Ma. Cristina | Balsamo | Gingoog |
| 35 | Gaogao | Jasmine | Ignacio | Ozamis |
| 36 | Garabato | Melinda | Madrid | Gingoog |
| 37 | Hebia | Jay | Teleron | Cagayan de oro |
| 38 | Hussien | Omar | Quidlat | Iligan |
| 39 | ILAGO | MERLINDA | TUBAÑA | Mis.Or |
| 40 | Labininay | Nino | S | Regional Office |
| 41 | Labitad | Marivic | Dimalig | Regional Office |
| 42 | Lansaderas | Jimelyn | Taclan | Bukidnon |
| 43 | Lanzaderas | Fernan | Collados | Mis.Occ |
| 44 | LAZALITA | RECHIE | ALABA | Mis. Or. |
| 45 | Llamas | Carlos III | Baljon | Regional Office |
| 46 | Maasin | Helen | Estrada | El Salvador |
| 47 | Macabago | Said | Macarimbor | Bukidnon |
| 48 | Mahinay | Ray Butch | | Regional Office |
| 49 | Malon | Catherine | Galleros | Mis. Occ |
| 50 | Mangubat | Joy | | Gingoog (SGOD Chief) |
| 51 | Mebato | Myra | Pantillo | Ozamis |
| 52 | Miasco | Wilfredo Jr. | Palanay | Valencia |
| 53 | MOLINA | JOVY | GUEVARRA | Malaybalay |
| 54 | Muring | Ana Belen | Sienes | Regional Office |
| 55 | Muring | Jesus | | Regional Office |
| 56 | Napere | Roberto Jr. | Donceras | Oroquieta |
| 57 | Nicor | Riza | | Iligan |
| 58 | Obatay | Wilma | Bulaclac | Lanao |
| 59 | Panistante | Nancy | | Bukidnon |
| 60 | Pateño | Glorybet | Ba-ay | Bukidnon |
| 61 | Perez | Philip | Tabuco | Valencia |
| 62 | Pirante | Susan | Parmisana | Iligan |
| 63 | Postrano | Rebecca | | Regional Office |
| 64 | REBAYA | PRESCILLA | TANCONGCO | Bukidnon |
| 65 | Rodriguez | Mitchel | Villaceran | Gingoog |
| 66 | SAAB | LINDA | DAGONDON | Camiguin |
| 67 | Salcedo | Annalyn | Aplicador | Regional Office |
| 68 | Saquin | Estelita | Caliao | Ozamis |
| 69 | Sarip | Anisa | Disocor | Lanao |
| 70 | Sinatao | Joemar | Raagas | Mis. Or. |
| 71 | Sual | Reuben | Aguilon | Gingoog |
| 72 | Suan | Airene | Orion | Cagayan de oro |
| 73 | Tagolimot | Bienvenido | | Regional Office |
| 74 | Talampas | Jennifer | Abrogar | Cagayan de oro |
| 75 | TAMPOS | Jasmin | Maglunob | Iligan |
| 76 | Tañamor | Queenie Darrah | Sagrado | Mis. Occ |
| 77 | Tanasas | Helen | C | Gingoog |
| 78 | Udal | Jocelyn | Caina | Oroquieta |
| 79 | Valdez | Sarah Jane | Apatt | Valencia |
| 80 | Valmoria | Margie | Rauto | El Salvador |

ADDENDUM TO REGIONAL MEMORANDUM NO. 749, S. 2021 AND REGIONAL MEMORANDUM NO. 700, S. 2021 (THE DIGITAL FACILITATION SKILLS TRAINING FOR DEPED REGION X)

MATRIX OF ACTIVITIES

| DAY 1 | DAY 2 | DAY 3 |
|--|--|---|
| <p>8:00-8:30 a.m.</p> <p>Run-through with Resource Speaker and Zoom Cohost</p> | <p>8:00-9:30 a.m. (90min)</p> <ul style="list-style-type: none"> ▪ Six Learning Principles that Trump Traditional Learning ▪ Using Brain Science Approach to Make Training More Effective | <p>8:00-10:30 a.m. (150min)</p> <ul style="list-style-type: none"> ▪ Enhancing Engagement Through Digital Applications and Collaboration Tools ▪ Zoom Capabilities. ▪ Some Tips in Using Zoom ▪ Other Digital Apps and Collaboration Tools |
| <p>8:30-9:00 a.m.</p> <p>Preliminaries</p> <ul style="list-style-type: none"> ▪ National Anthem ▪ Prayer ▪ Welcome Message (Ramon G. Abrera Jr. OIC-Chief, HRDD) ▪ Message (Victor G. De Gracia Jr., CESO V, Assistant Regional Director, OIC, Office of the Regional Director) ▪ Pre-Test | | |
| <p>9:00-10:30 a.m. (90min)</p> <ul style="list-style-type: none"> ▪ Competencies for Virtual/ Online Learning Facilitators | <p>9:30-12:00 p.m. (150min)</p> <p>Elements of Digital Facilitation Process</p> <ul style="list-style-type: none"> ▪ Planning the Session /Meeting ▪ Check-in ▪ Establishing Deeper Connection: Input, Exercises, and Reflection on the Exercises ▪ How to enhance your session facilitation in front of your cam? ▪ Check-out | <p>10:30-11:30 a.m. (60min)</p> <ul style="list-style-type: none"> ▪ Action Planning |
| <p>10:30-12:00 p.m. (90min)</p> <ul style="list-style-type: none"> ▪ Learning Style Types ▪ Characteristics of Each Learning Style Type | | <p>11:30-12:00 p.m.</p> <ul style="list-style-type: none"> ▪ Post-Test ▪ Closing Program |
| <p>Resource Speaker: Mark Flores Zoom co-host: Monella Galos Program Holder: Rebecca P. Postrano</p> | | |

LEARNING STYLE INVENTORY

The Learning Style Inventory is derived from an experiential theory and model of learning developed by Kolb (1984)* and based on the seminal contributions of John Dewey, Kurt Lewin & Jean Piaget. It is a practical self-assessment instrument that can help us assess our unique learning styles, and has the advantage of only taking 30-45 minutes to complete. It tells us our preferred approach to learning in everyday life.

Mark "A" if you strongly identify with the word on the left; "B" if less so; "D" if you strongly identify with the word on the right; and "C" if less so. Do the same for the numbers in the proceeding section.

| | A | B | C | D | |
|-----------------------|----------|----------|----------|----------|-----------------------|
| Talk | _____ | _____ | _____ | _____ | Listen |
| Act | _____ | _____ | _____ | _____ | React |
| Take individual steps | _____ | _____ | _____ | _____ | Get overall picture |
| Work quickly | _____ | _____ | _____ | _____ | Work slowly |
| Experiment | _____ | _____ | _____ | _____ | Let others experiment |
| Carry out ideas | _____ | _____ | _____ | _____ | Think up ideas |
| Prefer changes | _____ | _____ | _____ | _____ | Prefer stability |
| Animated | _____ | _____ | _____ | _____ | Reserved |
| Doer | _____ | _____ | _____ | _____ | Watcher |
| Goal-oriented | _____ | _____ | _____ | _____ | Process-oriented |
| Practical | _____ | _____ | _____ | _____ | Ideal |
| Change as I go | _____ | _____ | _____ | _____ | Map out in advance |
| Find solutions | _____ | _____ | _____ | _____ | Identify problems |
| Answer questions | _____ | _____ | _____ | _____ | Ask questions |
| Total | _____ | _____ | _____ | _____ | |
| | 1 | 2 | 3 | 4 | |
| Intuition | _____ | _____ | _____ | _____ | Logic |
| Personal | _____ | _____ | _____ | _____ | Impersonal |
| Emotional | _____ | _____ | _____ | _____ | Intellectual |
| Support | _____ | _____ | _____ | _____ | Critique |
| Discuss with other | _____ | _____ | _____ | _____ | Analyze by myself |
| New experiences | _____ | _____ | _____ | _____ | New ideas |
| Opinion | _____ | _____ | _____ | _____ | Theory |
| Accepting | _____ | _____ | _____ | _____ | Questioning |
| Feeling | _____ | _____ | _____ | _____ | Thinking |
| Risk-taker | _____ | _____ | _____ | _____ | Calculator |
| Trial-and-error | _____ | _____ | _____ | _____ | Plan and organize |
| People-oriented | _____ | _____ | _____ | _____ | Task-oriented |
| Get involved | _____ | _____ | _____ | _____ | Get facts |
| Dependent | _____ | _____ | _____ | _____ | Independent |
| Total | _____ | _____ | _____ | _____ | |

* Kolb, D. (1984). *Experiential learning: Experience as the source of learning and development*. Englewood Cliffs, NJ: Prentice-Hall.

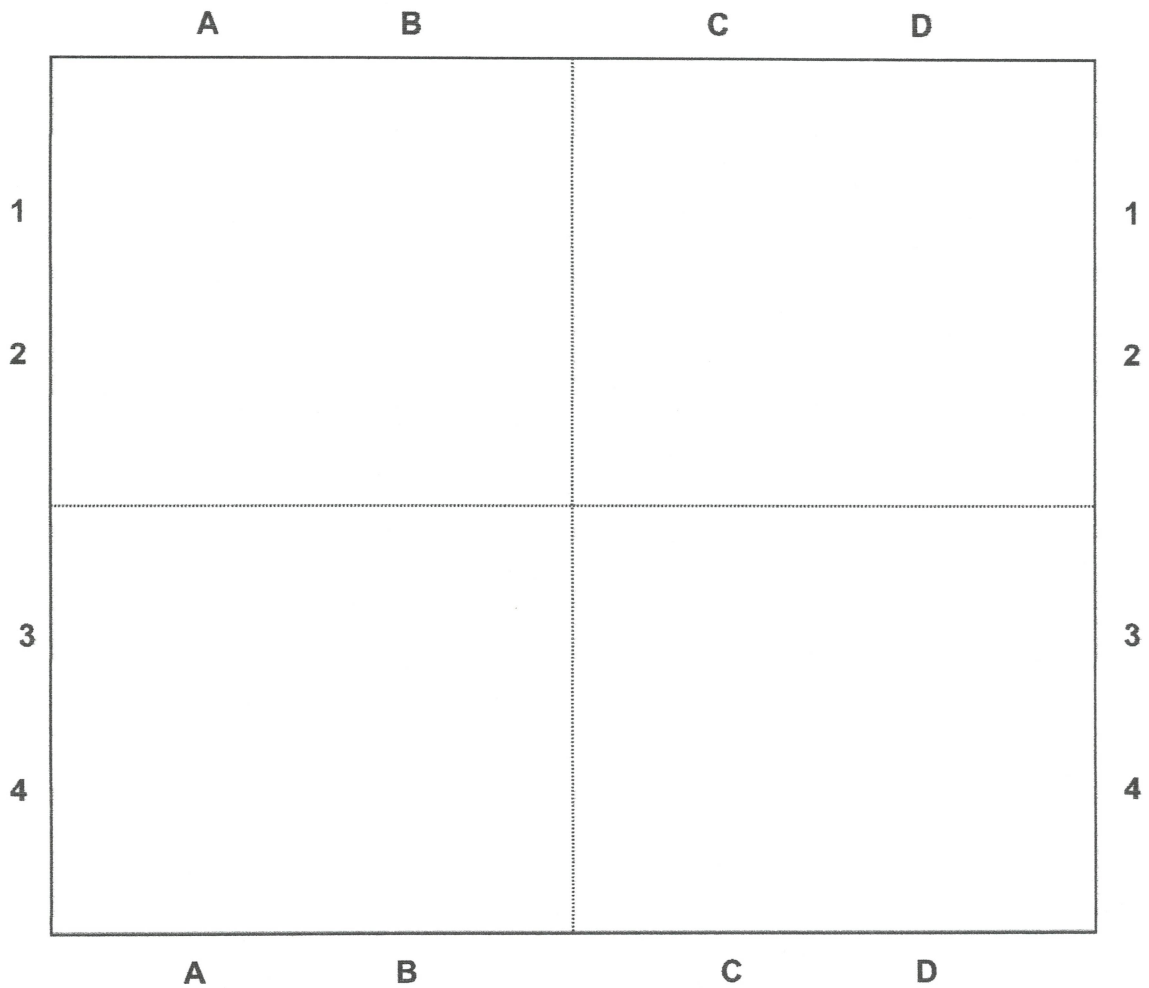
Now encircle your highest letter score and number score.

You are now ready to complete your learning style profile.

First, draw a dotted line down through all the boxes, starting with your highest **letter** score.

Next, draw a dotted line across through all the boxes, starting with your highest **number** score.

Finally, mark with an "x" the place where they intersect. This is your most enjoyed learning style.



* Kolb, D. (1984). *Experiential learning: Experience as the source of learning and development*. Englewood Cliffs, NJ: Prentice-Hall.

LEARNING STYLE INVENTORY

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| | A | B | C | D | |
|-----------------------|-------|-------|-------|-------|-----------------------|
| Talk | _____ | X | _____ | _____ | Listen |
| Act | X | _____ | _____ | _____ | React |
| Take individual steps | _____ | _____ | X | _____ | Get overall picture |
| Work quickly | X | _____ | _____ | _____ | Work slowly |
| Experiment | _____ | X | _____ | _____ | Let others experiment |
| Carry out ideas | _____ | X | _____ | _____ | Think up ideas |
| Prefer changes | _____ | _____ | _____ | X | Prefer stability |
| Animated | _____ | X | _____ | _____ | Reserved |
| Doer | X | _____ | _____ | _____ | Watcher |
| Goal-oriented | _____ | _____ | X | _____ | Process-oriented |
| Practical | _____ | X | _____ | _____ | Ideal |
| Change as I go | _____ | _____ | _____ | X | Map out in advance |
| Find solutions | _____ | X | _____ | _____ | Identify problems |
| Answer questions | X | _____ | _____ | _____ | Ask questions |
| Total | 4 | 6 | 2 | 2 | |
| | 1 | 2 | 3 | 4 | |
| Intuition | _____ | X | _____ | _____ | Logic |
| Personal | _____ | X | _____ | _____ | Impersonal |
| Emotional | _____ | _____ | X | _____ | Intellectual |
| Support | _____ | X | _____ | _____ | Critique |
| Discuss with other | X | _____ | _____ | _____ | Analyze by myself |
| New experiences | X | _____ | _____ | _____ | New ideas |
| Opinion | _____ | _____ | X | _____ | Theory |
| Accepting | _____ | X | _____ | _____ | Questioning |
| Feeling | _____ | X | _____ | _____ | Thinking |
| Risk-taker | _____ | _____ | X | _____ | Calculator |
| Trial-and-error | _____ | _____ | X | _____ | Plan and organize |
| People-oriented | X | _____ | _____ | _____ | Task-oriented |
| Get involved | _____ | _____ | _____ | X | Get facts |
| Dependent | _____ | X | _____ | _____ | Independent |
| Total | 3 | 6 | 4 | 1 | |

* Kolb, D. (1984). *Experiential learning: Experience as the source of learning and development*. Englewood Cliffs, NJ: Prentice-Hall.

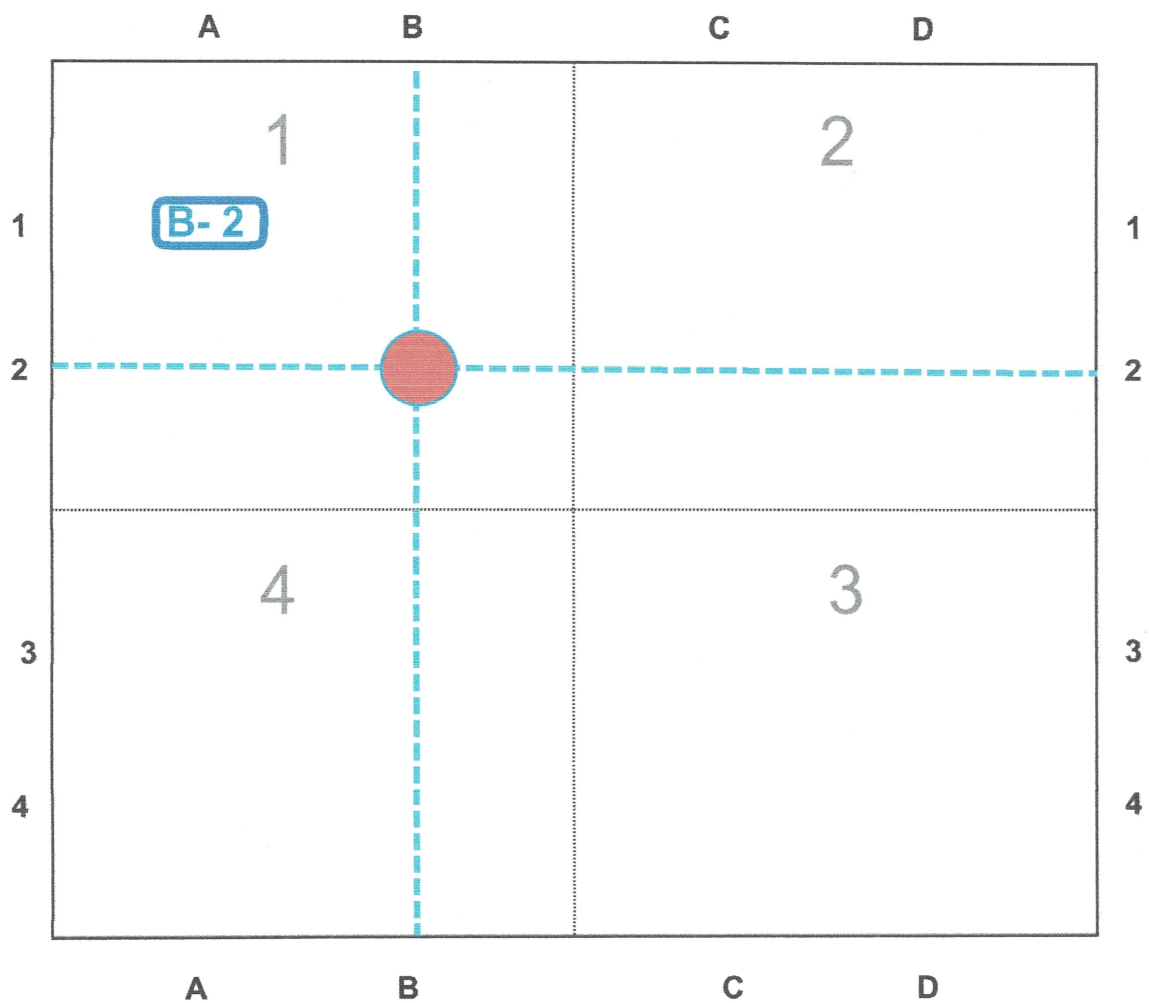
Now encircle your highest letter score and number score.

You are now ready to complete your learning style profile.

First, draw a dotted line down through all the boxes, starting with your highest **letter** score.

Next, draw a dotted line across through all the boxes, starting with your highest **number** score.

Finally, mark with an "x" the place where they intersect. This is your most enjoyed learning style.



Using this result as example, please include your quadrant number in your zoom ID. Example: 1_Mark Flores

* Kolb, D. (1984). *Experiential learning: Experience as the source of learning and development*. Englewood Cliffs, NJ: Prentice-Hall.