

SDG 4: Quality Education

4.3.4 Education outreach activities beyond the campus

Cebu Normal University undertakes educational outreach activities in local schools and the community, anchored on the E-HELP program, which is conducted and implemented by the University, such as mitigating learning loss in mathematics and science among students, curriculum designing to other higher education institutions, and instructional materials development as aid to the national literacy programs like the National Reading Program.

MEMORANDUM OF AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

This Agreement and entered by and between

SAN ROQUE NATIONAL HIGH SCHOOL in the City of Talisay, Province of Cebu, duly represented by its principal, **Maria Imelda D. Valde**, herein referred to as the **FIRST PARTY**,

And

CEBU NORMAL UNIVERSITY (CNU), a higher education institution duly organized and existing under the laws of the Philippines created by virtue of Republic Act 8688 otherwise known as "The CNU Charter", with principal office address at Osmeña Blvd., Cebu City, and represented herein by its President, **Dr. Daniel A. Ariaso, Sr.**, hereinafter referred to as the **"SECOND PARTY"**

WITNESSETH

WHEREAS, R.A. 8688 provides that Cebu Normal University shall primarily provide higher professional and special instruction for special purposes and promote research and extension services, Advance studies and progressive leadership in education and fields as may be relevant;

WHEREAS, R.A.8292 or the Higher Education Modernization Act of 1997 allows state universities and colleges (SUCs) to develop consortia with other forms of linkages with local government units, institution and agencies, both public and private, local and foreign, in furtherance of the purposes and objectives of the SUC's;

WHEREAS, the Philippines pledge to achieve the seventeen Sustainable Development Goals 2030 Agenda and the Philippine Development Plan 2028;

WHEREAS, there is a need for all sectors of Philippines society to relentlessly pursue its development strategy to reach the SDGs and its targets;

WHEREAS, the Cebu Normal University has embarked an integrated extension service program aimed at foregoing partnerships between its scholars-cum- practitioners and organized groups in rural areas to collectively address issues on education, health, environment, livelihood and peace that are essentials to the achievement of the SDGs and PDP 2028;

WHEREAS, the Cebu Normal University has embarked on an extension project titled "MML to MLL 1.0 Mathematics Mini-Lessons to Mitigate Learning Loss: Corrective Instruction for the Students of San Roque National High School".

NOW THEREFORE, for and in consideration of the foregoing premises and the terms and conditions herein set forth, CNU and the herein set forth, as follows:



ARTICLE I THE PROJECT

The project shall be known as **MML to MLL 1.0 Mathematics Mini-Lessons to Mitigate Learning Loss: Corrective Instruction for the Students of San Roque National High School**. To further discuss the nature of the project and set out the programs and activities to be undertaken, the project proposal, including the activities and schedule, is made an integral part of this agreement.

ARTICLE II RESPONSIBILITIES OF THE FIRST PARTY

1. Develop and support the team of faculty doing extension services from Cebu Normal University-Main Campus.
2. Assist in the coordination of the information, education, and communication campaign of the project to gain full support from the beneficiaries.
3. Identify the eligible and interested project beneficiaries to participate in the program and replace them in case there is a need.
4. Conduct social preparation activities such as skills inventory, community-driven enterprise development sessions, and other training provisions for the security and safety of the project volunteers and workers while on-site during project implementation.
5. Provide technical and administrative assistance to the second party in the entire project life;
6. Provide fund assistance directly to project beneficiaries of the program as the costs arise during special occasions, including but not limited to accreditation surveys, project monitoring and evaluation, and others as it may deem necessary.
7. Provide in-kind support for volunteer labor assisting extension activities with no remuneration given.
8. Provide access to public documents and data necessary for the planning, implementation, monitoring, and evaluation of the project.
9. Provide assistance to the second party in the conduct of project monitoring and evaluation, such as but not limited to the conduct of impact study.

ARTICLE III RESPONSIBILITIES OF THE SECOND PARTY

1. Execute the project, "MML to MLL 1.0 Mathematics Mini-Lessons to Mitigate Learning Loss: Corrective Instruction for the Students of San Roque National High School."
2. Perform a comprehensive Needs Assessment for Grade 7 students.
3. Create mathematics teaching materials based on the findings of the Needs Assessment.
4. Organize and conduct capacity training sessions for math tutors.
5. Execute a series of interventions and corrective instructions through the designated pool of math tutors.
6. Administer a post-intervention assessment to evaluate students' knowledge and skills in Mathematics.
7. Undertake an impact study following the completion of the project implementation.

[Signature]

[Signature]

[Signature]

ARTICLE IV INTELLECTUAL PROPERTY

Cebu Normal University shall own all the rights, titles, copyright, and patent rights of Extension Projects learning and research materials including publication and dissemination through electronic or other formats. Reproduction and by-products may not be used, copied, or published without the written approval of the Cebu Normal University.

ARTICLE V CONFIDENTIALITY AGREEMENT

The Parties have agreed to the following conditions:

1. Not to divulge or reveal any information of any kind related to project trainees, faculty, community, and University and use the proper course when information of any kind related to the company and persons employed in it, needs to be utilized or revealed to any party outside of the company;
2. Comply strictly with the implemented measures to ensure confidentiality of all information and data generated from the project monitoring and evaluation according to the provisions in the data privacy policy as approved by the President and Barangay Chairman;
3. During and after termination of involvement with the community and University projects such information shall be regarded as strictly confidential. Nor shall it be used by any other person with consent or assistance, for the purpose's activities.
4. Promptly notify the other party if any complaints are received about the processing of the personal data received and/or disclosed. Either party shall not make any admissions or take
any action which may be prejudicial to the defense or settlement of any such complaint and shall provide to the other party reasonable assistance as it may require in connection with such complaint;
5. Cooperate fully in any formal inquiry procedure relating to any breach of this Confidentiality agreement; and,
6. Shoulder liability prescribed in the terms of the Data Privacy Act related to breach of confidentiality if found to be related to parties' and/or its employee/s or agent/s' act or omission and/or negligence.

ARTICLE VI EFFECTIVITY AND DURATION

This agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and is considered a complete repository of all the terms of the agreement between both parties.

This Memorandum of Agreement shall take effect immediately upon signing hereof, may be amended or modified by mutual agreement of both parties and shall terminate after a period of five (5) years unless expressly terminated in writing by either party.

[Signature]

[Signature]

[Handwritten mark]

ARTICLE VII
DISPUTE RESOLUTION, GOVERNING LAW AND VENUE OF ACTIONS

Any and all disputes arising out of or relating to this Agreement shall be subjected to good faith negotiations between the parties before implementation of the legal proceedings pursuant to the provisions of the Alternative Dispute Resolution Law.

This agreement shall be governed by and construed in accordance with the laws of the Republic of the Philippines. Exclusive jurisdiction over and venue of any suit arising out of or relating to this Agreement will be in the proper courts of the City of Cebu, to the exclusion of all other courts or tribunals.

IN WITNESS WHEREOF, the parties signed this Memorandum of Agreement on the date and place appearing on the acknowledgment hereof.

SAN ROQUE NATIONAL HIGH SCHOOL
Washington Street, Laray, San Roque,
Talisay City, Cebu

CEBU NORMAL UNIVERSITY
Osmeña Blvd., Cebu City

Represented by:

Represented by:


MARIA IMELDA D. VALDE
Principal I


DR. DANIEL A. ARIASO SR.
University President III

SIGNED IN THE PRESENCE OF:


DR. TIZZA MARIE M. NAVARRO
Director, Extension Services


DR. JAY P. PICARDAL
VP – Research, Extension, Publication,
Innovation, Commercialization and



Extension (VPRPICEREPUBLIC OF THE PHILIPPINES)

CEBU CITY) S.S

ACKNOWLEDGMENT

BEFORE ME, a Notary Public for and in CEBU CITY, Philippines, this 17 JAN 2024 day, 2023, personally appeared the following persons with their respective proof of identity:

Name	Competent Evidence of the Identification	Date/Place Issued
DR. DANIEL A. ARIASO, SR.		
MARIA IMELDA D. VALDE	DEPED ID 2960616	S.Y. 2023 - 2024

Known to me to be the same persons who executed the foregoing Memorandum of Agreement consisting of 5 pages including this page where the acknowledgment is written, and they acknowledged to me that they executed the same, in the presence of their instrumental witnesses, and affixed their signatures on each and every page hereof, of their own free and voluntary knowledge and will.

WITNESS MY HAND AND SEAL on the date and place first above-written.

Doc. No.: 106 :

Page No.: 23 :

Book No.: 3 :

Series of 206 :

ATTY. RODRIGO L. URBIZTONDO
Notary Public
IBP No. 289643 1-18-2023
PIL No. 242404 17-06-2023
Notarial Com. No. 065-23
Until Dec. 31, 2024
Roll No. 40465
MCLE No. VII-0000192
9-D Jakosalem St., Cebu City

[Signature]

[Signature]

[Signature]

[Signature]



Republic of the Philippines
Cebu Normal University
Osmeña Blvd., Cebu City, 6000, Philippines

External Affairs and International Linkages Office

Telephone No.: (+63 32) 254 1452 loc. 124
Email: international.linkages@cnu.edu.ph | Website: www.cnu.edu.ph



EXTENSION SERVICE POST ACTIVITY REPORT

- I. **Project Name:** MML to MLL 1.0 Mathematics Mini-Lessons to Mitigate Learning Loss: Corrective Instruction for the Students of San Roque National High School
- II. **Project Beneficiary:** San Roque National High School Grade 7 Students
- III. **Program:** ____ ComDev ____ InDeX ____ SSP ____ SES
- IV. **Activity Conducted:** Math Mini-Lesson 1
Date of Activity: October 11, 2024
____ Consultation Meeting ____ Coaching/Mentoring
____ Trainings/Seminars ____ Survey Visit/Need Assessment
____ Professional Assistance ____ Project Monitoring
☒ Outreach Project ____ Output Presentation
____ Impact Assessment
____ Others, pls. specify _____
- V. **Attendees:** (Please see *Attached Attendance Sheet*)
- VI. **Location/Venue and Address of the Activity** San Roque National High School, San Roque, Talisay City, Cebu
- VII. **Agenda of the Activity** • Math Mini-Lesson 1 (Tutorial Session)
- VIII. **Summary of Accomplishment/ Findings** ____ w/ additional sheet, ____ pages

The first Math Mini-Lesson of the MML to MLL 1.0 program took place on October 11, 2024, with the target participants in attendance. The session began with an attendance check, followed by the national anthem and a prayer. After a brief introduction of the tutors and their respective tutees, the tutorial focused on solving routine and non-routine problems involving multiplication, with or without addition. This engaging tutorial lasted approximately 1.25 hours. The session concluded with an evaluation and a delightful meal, officially wrapping up around noon.

REPORT ATTACHMENTS (required)

- ☒ Photos* ☒ attendance sheet* ☒ Final list of Trainees* ☒ Customer Satisfaction Survey *
☐ Need Assessment Report ☐ Impact Assessment Report
☐ Photocopy of Certificate, as applicable
☐ Photocopy of Documents/records provided by the beneficiary
pls. specify _____
☐ others,
pls. specify _____

SDF-EAI-403-011-00



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BAGONG PILIPINAS

IX. Conclusion:

- ☒ all the agenda/ objectives of the activity were met/completed
☐ the following agenda/objectives were not completed/met:
☐ w/ additional sheet
☐ pages

X. Agenda/Objectives Reason's Correction/Correction Action

1. Agreements/Follow up interventions for the beneficiaries ___ with additional sheet, ___ pages
- Conducting tutorial session of the Math Mini-Lesson 1
2. Non-Conformance's/Issues and Concerns in the Delivery of Extension Service
- None
3. Recommending to Address the Non-conformances / Issues, Challenges, Opportunities for Improvement for the delivery Extension Services, ___ with additional sheet , ___ pages
- None

Prepared by: **VINCENT THEODORE M. BALO**
Project Proponent

Date: October 11, 2024

Conformed by: _____
Beneficiary Representative

Date: _____

Reviewed by: **SUNNY R. FERNANDEZ**
College Extension Chairperson

Date: **11/11/2024**

Marjorie R. Sta. Teresa, RN., RM, MSN
Lic. No.: 0452835

Date: _____

EAIL Director / College Dean

SDF-EAI-403-011-00



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PHOTOS



Following the debriefing, the proponents, joined by the principal of San Roque National High School, gathered for a group picture.



Following the debriefing, the proponents, joined by the principal of San Roque National High School, gathered for another group picture.



The tutees and tutors posed for a group picture with the proponents at the conclusion of the session.



The proponents seized the opportunity to take group pictures while the session was in progress.

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EXTENSION SERVICE POST ACTIVITY REPORT

- I. **Project Name:** MML to MLL 1.0 Mathematics Mini-Lessons to Mitigate Learning Loss: Corrective Instruction for the Students of San Roque National High School
- II. **Project Beneficiary:** San Roque National High School Grade 7 Students
- III. **Program:** ☐ ComDev ☐ InDeX ☐ SSP ☐ SES
- IV. **Activity Conducted:** Math Mini-Lesson 2
Date of Activity: October 18, 2024
☐ Consultation Meeting ☐ Coaching/Mentoring
☐ Trainings/Seminars ☐ Survey Visit/Need Assessment
☐ Professional Assistance ☐ Project Monitoring
☒ Outreach Project ☐ Output Presentation
☐ Impact Assessment
☐ Others, pls. specify _____
- V. **Attendees:** (Please see *Attached Attendance Sheet*)
- VI. **Location/Venue and Address of the Activity** San Roque National High School, San Roque, Talisay City, Cebu
- VII. **Agenda of the Activity** • Math Mini-Lesson 2 (Tutorial Session)
- VIII. **Summary of Accomplishment/ Findings** _____ w/ additional sheet, _____ pages

The second Math Mini-Lesson of the MML to MLL 1.0 program took place on October 18, 2024, with the target participants in attendance. The session began with an attendance check, followed by the teaching interns leading the national anthem, prayer, and energizer. After, everyone ate their snacks. The tutorial session followed immediately with the BSEd Math teaching interns tutoring the students on converting improper fractions to mixed numbers and vice versa for more than 1 hour. The session concluded with an evaluation, lunch, and picture-taking.

REPORT ATTACHMENTS (required)

- ☒ Photos* ☒ attendance sheet* ☒ Final list of Trainees* ☒ Customer Satisfaction Survey *
☐ Need Assessment Report ☐ Impact Assessment Report
☐ Photocopy of Certificate, as applicable
☐ Photocopy of Documents/records provided by the beneficiary
pls. specify _____
☐ others,
pls. specify _____

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BAGONG PILIPINAS

IX. Conclusion:

- ☒ all the agenda/ objectives of the activity were met/completed
☐ the following agenda/objectives were not completed/met:
☐ w/ additional sheet
☐ pages

X. Agenda/Objectives Reason's Correction/Correction Action

1. Agreements/Follow up interventions for the beneficiaries ____ with additional sheet, ____ pages
- Conducting tutorial session of the Math Mini-Lesson 2
2. Non-Conformance's/Issues and Concerns in the Delivery of Extension Service
- None
3. Recommending to Address the Non-conformances / Issues, Challenges, Opportunities for Improvement for the delivery Extension Services, ____ with additional sheet , ____ pages
- None

Prepared by: **JO ANN M. PETANCIO**
Project Leader

Date: October 18, 2024

Conformed by: _____
Beneficiary Representative

Date: _____

Reviewed by: **SUNNY R. FERNANDEZ**
College Extension Chairperson
Marjorie R. Sta. Cereza, RN, RM, MSN
Lic. No.: 0452035

Date: 11/11/2024

EAIL Director / College Dean

Date: _____

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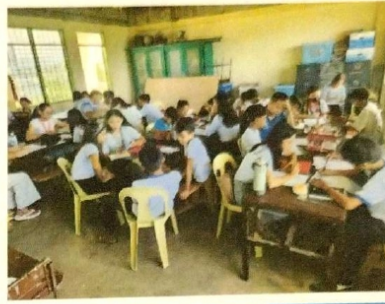
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PHOTOS



The principal of San Roque National High School, Mrs. Maria Imelda Valde, gave a message to inspire and motivate the students to do their best and grab the opportunity to be tutored and taught for free by the math teaching interns of CNU.



Mr. Angelito Cabanilla Jr, one of the project proponents, also tutored one of the students during the second tutorial session.



The BSed Math teaching interns in action as they tutor the students on how to convert improper fractions to mixed numbers and vice versa.



The tutees and tutors posed for a group picture with the proponents after the session.

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EXTENSION SERVICE POST ACTIVITY REPORT

- I. **Project Name:** MML to MLL 1.0 Mathematics Mini-Lessons to Mitigate Learning Loss: Corrective Instruction for the Students of San Roque National High School
- II. **Project Beneficiary:** San Roque National High School Grade 7 Students
- III. **Program:** ☐ ComDev ☐ InDeX ☐ SSP ☐ SES
- IV. **Activity Conducted:** Math Mini-Lessons 3 & 4
Date of Activity: November 8, 2024
☐ Consultation Meeting ☐ Coaching/Mentoring
☐ Trainings/Seminars ☐ Survey Visit/Need Assessment
☐ Professional Assistance ☐ Project Monitoring
☒ Outreach Project ☐ Output Presentation
☐ Impact Assessment
☐ Others, pls. specify _____
- V. **Attendees:** (Please see *Attached Attendance Sheet*)
- VI. **Location/Venue and Address of the Activity** San Roque National High School, San Roque, Talisay City, Cebu
- VII. **Agenda of the Activity** • Math Mini-Lessons 3 & 4 (Tutorial Session)
- VIII. **Summary of Accomplishment/ Findings** _____ w/ additional sheet, _____ pages

The third Math Mini-Lesson of the MML to MLL 1.0 program took place on November 8, 2024, with the target participants in attendance. The session began with an attendance check, followed by the teaching interns leading the national anthem, prayer, and energizer. After, everyone ate their snacks. The tutorial session followed immediately with the BSEd Math teaching interns tutoring the students on writing fractions as percent and vice-versa, and simplifying ratios. The session concluded with an evaluation, lunch, and picture-taking.

REPORT ATTACHMENTS (required)

- ☒ Photos* ☒ attendance sheet* ☐ Final list of Trainees* ☐ Customer Satisfaction Survey *
☐ Need Assessment Report ☐ Impact Assessment Report
☐ Photocopy of Certificate, as applicable
☐ Photocopy of Documents/records provided by the beneficiary
pls. specify _____
☐ others,
pls. specify _____

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BAGONG PILIPINAS

IX. Conclusion:

- ☒ all the agenda/ objectives of the activity were met/completed
- ☐ the following agenda/objectives were not completed/met:
- ☐ w/ additional sheet
- ☐ pages

X. Agenda/Objectives Reason's Correction/Correction Action

1. Agreements/Follow up interventions for the beneficiaries ___ with additional sheet, ___ pages
 - Conducting tutorial session of the Math Mini-Lessons 3 & 4
2. Non-Conformance's/Issues and Concerns in the Delivery of Extension Service
 - None
3. Recommending to Address the Non-conformances / Issues, Challenges, Opportunities for Improvement for the delivery Extension Services, ___ with additional sheet , ___ pages
 - None

Prepared by: **JO ANN M. PETANCIO**
Project Leader

Date: December 2, 2024

Conformed by: _____
Beneficiary Representative

Date: _____

Reviewed by: **SUNNY R. FERNANDEZ**
College Extension Chairperson

Date: 12/2/24

Marjorie R. Sta. Teresa, RN., RM, MSN
Lic. No.: 0452035

Date: 12-6-24

EAIL Director / College Dean

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BAGONG PILIPINAS

PHOTOS



The session started with an invocation led by the teaching intern.



The tutors and tutees alike participated in the energizer.



A close interaction between a tutor and her tutee.



The tutees and tutors posed for a group picture with the proponents after the session.

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EXTENSION SERVICE POST ACTIVITY REPORT

- I. **Project Name:** MML to MLL 1.0 Mathematics Mini-Lessons to Mitigate Learning Loss: Corrective Instruction for the Students of San Roque National High School
- II. **Project Beneficiary:** San Roque National High School Grade 7 Students
- III. **Program:** ☐ ComDev ☐ InDeX ☐ SSP ☐ SES
- IV. **Activity Conducted:** Math Mini-Lessons 5 & 6
Date of Activity: November 15, 2024
☐ Consultation Meeting ☐ Coaching/Mentoring
☐ Trainings/Seminars ☐ Survey Visit/Need Assessment
☐ Professional Assistance ☐ Project Monitoring
☒ Outreach Project ☐ Output Presentation
☐ Impact Assessment
☐ Others, pls. specify _____
- V. **Attendees:** (Please see Attached Attendance Sheet)
- VI. **Location/Venue and Address of the Activity** San Roque National High School, San Roque, Talisay City, Cebu
- VII. **Agenda of the Activity** • Math Mini-Lessons 5 & 6 (Tutorial Session)
- VIII. **Summary of Accomplishment/ Findings** _____ w/ additional sheet, _____ pages

The fourth Math Mini-Lesson of the MML to MLL 1.0 program took place on November 15, 2024, with the target participants in attendance. The session began with an attendance check, followed by the teaching interns leading the national anthem, prayer, and energizer. After, everyone ate their snacks. The tutorial session followed immediately with the BEd Math teaching interns tutoring the students on integers and their absolute value, and operations on integers. The session concluded with an evaluation, lunch, and picture-taking.

REPORT ATTACHMENTS (required)

- ☒ Photos* ☒ attendance sheet* ☒ Final list of Trainees* ☒ Customer Satisfaction Survey *
☐ Need Assessment Report ☐ Impact Assessment Report
☐ Photocopy of Certificate, as applicable
☐ Photocopy of Documents/records provided by the beneficiary
pls. specify _____
☐ others,
pls. specify _____

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IX. Conclusion:

- ☒ all the agenda/ objectives of the activity were met/completed
☐ the following agenda/objectives were not completed/met:
☐ w/ additional sheet
☐ pages

X. Agenda/Objectives Reason's Correction/Correction Action

1. Agreements/Follow up interventions for the beneficiaries ___ with additional sheet, ___ pages
- Conducting tutorial session of the Math Mini-Lessons 5 & 6
2. Non-Conformance's/Issues and Concerns in the Delivery of Extension Service
- None
3. Recommending to Address the Non-conformances / Issues, Challenges, Opportunities for Improvement for the delivery Extension Services, ___ with additional sheet , ___ pages
- None

Prepared by: **JO ANN M. PETANCIO**
Project Leader

Date: December 2, 2024

Conformed by: _____
Beneficiary Representative

Date: _____

Reviewed by: **SUNNY R. FERNANDEZ**
College Extension Chairperson

Date: 12/4/24

Marjorie R. Sta. Teresa, RN, RM, MSN

EAIL Director / College Dean

Date: 12-6-24

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PHOTOS



Tutors seriously teaching their tutees all about integers.



Some tutors get to teach one tutee only and some two tutees.



Tutors and tutees in close interaction during the math mini-lessons.



The tutees and tutors posed for a group picture with the proponents after the session.

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WORLD'S
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Republic of the Philippines
Cebu Normal University
Osmeña Blvd., Cebu City, 6000, Philippines

External Affairs and International Linkages Office

Telephone No. (+63 32) 254 1452 loc. 124
Email: international.linkages@cnu.edu.ph | Website: www.cnu.edu.ph



EXTENSION SERVICE POST ACTIVITY REPORT

- I. **Project Name:** MML to MLL 1.0 Mathematics Mini-Lessons to Mitigate Learning Loss: Corrective Instruction for the Students of San Roque National High School
- II. **Project Beneficiary:** San Roque National High School Grade 7 Students
- III. **Program:** ☐ ComDev ☐ InDeX ☐ SSP ☐ SES
- IV. **Activity Conducted:** Math Mini-Lessons 7 & 8
Date of Activity: November 22, 2024
☐ Consultation Meeting ☐ Coaching/Mentoring
☐ Trainings/Seminars ☐ Survey Visit/Need Assessment
☐ Professional Assistance ☐ Project Monitoring
☒ Outreach Project ☐ Output Presentation
☐ Impact Assessment
☐ Others, pls. specify _____
- V. **Attendees:** (Please see *Attached Attendance Sheet*)
- VI. **Location/Venue and Address of the Activity** San Roque National High School, San Roque, Talisay City, Cebu
- VII. **Agenda of the Activity** • Math Mini-Lessons 7 & 8 (Tutorial Session)
- VIII. **Summary of Accomplishment/ Findings** _____ w/ additional sheet, _____ pages

The fifth Math Mini-Lesson of the MML to MLL 1.0 program took place on November 22, 2024, with the target participants in attendance. The session began with an attendance check, followed by the teaching interns leading the national anthem, prayer, and energizer. After, everyone ate their snacks. The tutorial session followed immediately with the BSED Math teaching interns tutoring the students on basic concepts in algebra. While majority were able to finish math mini-lesson 7, there were those who were not able to proceed to math mini-lesson 8 due to time constraints. The session concluded with an evaluation, lunch, and picture-taking.

REPORT ATTACHMENTS (required)

- ☒ Photos* ☒ attendance sheet* ☐ Final list of Trainees* ☐ Customer Satisfaction Survey *
☐ Need Assessment Report ☐ Impact Assessment Report
☐ Photocopy of Certificate, as applicable
☐ Photocopy of Documents/records provided by the beneficiary
pls. specify _____
☐ others,
pls. specify _____

SDF-EAI-403-011-00



Certification Date: 1 February 2021
Renewal date: 14 January 2024
For verification of the certificate please
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Email: international.linkages@cnu.edu.ph | Website: www.cnu.edu.ph



BAGONG PILIPINAS

IX. Conclusion:

- ☒ all the agenda/ objectives of the activity were met/completed
☐ the following agenda/objectives were not completed/met:
☐ w/ additional sheet
☐ pages

X. Agenda/Objectives Reason's Correction/Correction Action

1. Agreements/Follow up interventions for the beneficiaries ___ with additional sheet, ___ pages
- Conducting tutorial session of the Math Mini-Lessons 7 & 8
2. Non-Conformance's/Issues and Concerns in the Delivery of Extension Service
- None
3. Recommending to Address the Non-conformances / Issues, Challenges, Opportunities for Improvement for the delivery Extension Services, ___ with additional sheet , ___ pages
- None

Prepared by: **JO ANN M. PETANCIO**
Project Leader

Date: December 2, 2024

Conformed by: _____
Beneficiary Representative

Date: _____

Reviewed by: **SUNNY R. FERNANDEZ**
College Extension Chairperson

Date: 12/4/24

Marjorie R. Sta. Teresa, RN, RM, MSN
Lic. No.: 0452633

EAIL Director / College Dean

Date: 12-6-24

SDF-EAI-403-011-00



Certification Date: 1 February 2021
Recertification due date: 24 January 2024
For verification of the certificate please
access www.iso.org (Certification
check and type the registration number)



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Email: international.linkages@cnu.edu.ph | Website: www.cnu.edu.ph



PHOTOS



Tutors and tutees alike participated in the energizer.



Tutors in action as they deliver the math mini-lessons to their tutees.



The project proponents in their courtesy call to the principal, Mrs. Valde.



The tutees and tutors posed for a group picture with the proponents after the session.

SDF-EAI-403-011-00



Certification Date: 1 February 2021
Recertification due date: 24 January 2024
For verification of the certificate please
access www.iso-ur.com (Certification
check and type the registration number)



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Email: international.linkages@cnu.edu.ph | Website: www.cnu.edu.ph



BACANG PILIPINAS

EXTENSION SERVICE POST ACTIVITY REPORT

- I. **Project Name:** MML to MLL 1.0 Mathematics Mini-Lessons to Mitigate Learning Loss: Corrective Instruction for the Students of San Roque National High School
- II. **Project Beneficiary:** San Roque National High School Grade 7 Students
- III. **Program:** ☐ ComDev ☐ InDeX ☐ SSP ☐ SES
- IV. **Activity Conducted:** Post Test, Year-end or Christmas Party
Date of Activity: December 11, 2024
☐ Consultation Meeting ☐ Coaching/Mentoring
☐ Trainings/Seminars ☐ Survey Visit/Need Assessment
☐ Professional Assistance ☐ Project Monitoring
☒ Outreach Project ☐ Output Presentation
☐ Impact Assessment
☐ Others, pls. specify _____
- V. **Attendees:** (Please see *Attached Attendance Sheet*)
- VI. **Location/Venue and Address of the Activity** San Roque National High School, San Roque, Talisay City, Cebu
- VII. **Agenda of the Activity** • Posttest Administration, Year-end or Christmas Party
- VIII. **Summary of Accomplishment/ Findings** ☐ w/ additional sheet, ☐ pages

The session began with an attendance check, followed by the teaching interns leading the national anthem, prayer, and energizer. After, everyone ate their snacks. Dr. Balo gave the general directions for the posttest. The students answered the posttest and the evaluation followed. The Christmas party came next with the teaching interns facilitating the different games. The interns also presented their intermission numbers. Next, the gift-giving and awarding took place to give recognition to the students with perfect attendance in the tutorial sessions. The session concluded with a delicious lunch, and picture-taking.

REPORT ATTACHMENTS (required)

- ☒ Photos* ☒ attendance sheet* ☒ Final list of Trainees* ☒ Customer Satisfaction Survey *
☐ Need Assessment Report ☐ Impact Assessment Report
☐ Photocopy of Certificate, as applicable
☐ Photocopy of Documents/records provided by the beneficiary
pls. specify _____
☐ others,
pls. specify _____

SDF-EAI-403-011-00



Certification Date: 1 February 2021
Renewal/Recertification due date: 24 January 2024
For verification of the certificate please
access www.gcl.co.uk (Certification
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Osmeña Blvd., Cebu City, 6000, Philippines

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Email: international.linkages@cnu.edu.ph | Website: www.cnu.edu.ph



BAGONG PILIPINAS

IX. Conclusion:

- ☒ all the agenda/ objectives of the activity were met/completed
☐ the following agenda/objectives were not completed/met:
☐ w/ additional sheet
☐ pages

X. Agenda/Objectives Reason's Correction/Correction Action

1. Agreements/Follow up interventions for the beneficiaries ___ with additional sheet, ___ pages
- Conducting the posttest and year-end/Christmas party
2. Non-Conformance's/Issues and Concerns in the Delivery of Extension Service
- None
3. Recommending to Address the Non-conformances / Issues, Challenges, Opportunities for Improvement for the delivery Extension Services, ___ with additional sheet , ___ pages
- None

Prepared by: **JO ANN M. PETANCIO**
Project Leader

Date: January 10, 2025

Conformed by: _____
Beneficiary Representative

Date: _____

Reviewed by: _____
College Extension Chairperson

Date: 1/20/2025

Marjorie R. Sta. Teresa, RN., RM., MSN
Lic. No. 0452835
EAIL Director / College Dean

Date: 1-24-25

SDF-EAI-403-011-00



Certification Date: 1 February 2021
Recertification due date: 31 January 2024
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Email: international_linkages@cnu.edu.ph | Website: www.cnu.edu.ph



BAGONG PILIPINAS

PHOTOS



Dr. Balon gave the general directions before the posttest.



The tutees participated in the games prepared by their tutors.



The tutees with perfect attendance received their prizes.



The tutees, tutors, school personnel and CNU project proponents posed for a group picture.

SDF-EAI-403-011-00



Certification Date: 1 February 2021
Recertification due date: 24 January 2024
For verification of the certificate please
access www.ijaz.org (Certification
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Registration No. 52018779



**WORLD'S
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Cebu Normal University
College of Teacher Education



PURE-CALLED

Productive Utilization of Resources through Conservation, Adult Learning, and Livelihood Education and Development for Women in San Antonio, Boljoon



MARCHEE T. PICARDAL
picardalm@cnu.edu.ph



BLANCA A. ALEJANDRO
alejandrob@cnu.edu.ph



CHARLO M. IRADEL
iradelc@cnu.edu.ph



SUNNY R. FERNANDEZ
fernandezr@cnu.edu.ph



JOJE MAR P. SANCHEZ
sanchezj@cnu.edu.ph

DESCRIPTION

The PURE-CALLED Project is an extension project of the College of Teacher Education of Cebu Normal University Science Faculty that would capacitate community members in San Antonio, Boljoon, specifically women, on the plant resources available in the area and educate them on how to conserve them through a strategic science communication framework.

OBJECTIVES

The project aims to foster a synergistic capability training combining environmental education through the conservation of biological resources among locals and livelihood development for sustainability.

1. Provide women with blended scientific and local knowledge of these plant resources that have been explored for livelihood production and income-generating activities; and
2. Develop conservation practices and measures to preserve and conserve plant resources to address environmental issues and the impacts of climate change.

BENEFICIARIES

The beneficiaries of this project are the women who are both members and non-members of the San Antonio Farmers Association of San Antonio, Boljoon in Cebu, Philippines.

EXPECTED OUTCOMES

- Women who developed deeper scientific understanding and appreciation of their biological resources along with the conservation and sustainable utilization for economic benefits that will result to a formation and accreditation of "Association of San Antonio Women for Agroindustry."
- Increased participation of women who advocate and share good values and the right attitude toward sustainable biological resources utilization and environmental protection.

ABOUT CEBU NORMAL UNIVERSITY - COLLEGE OF TEACHER EDUCATION

CNU-CTE is a center of excellence and training in Teacher Education, and a Level IV AACUP Accredited Institution. CNU-CTE is known in providing quality services in instruction, research, and extension.

VISION

A leading multidisciplinary research university of education committed to build a strong nation.

MISSION

To develop high-performing professionals and intellectuals proficient in generating new knowledge toward a progressive and peaceful pluralistic society.

GOALS

In line with the University's thrust to sustain its tradition of excellence and cultivate significance and in answer to its mandate to contribute to nation building, the delivery of quality higher and advanced higher education, significant contribution to knowledge generation in the nation and relevant extension services to the community are facilitated by excellent resource management and a healthy fiscal condition.



PROJECT DESCRIPTION

The PURE-CALLED Project is an extension project of the College of Teacher Education of Cebu Normal University Science Faculty that would capacitate community members in San Antonio, Boljoon, specifically women, on the plant resources available in the area and educate them on how to conserve them through a strategic science communication framework.



ABOUT CNU-CTE

CNU-CTE is a center of excellence and training in Teacher Education, and a Level IV AACUP Accredited Institution. CNU-CTE is known in providing quality services in instruction, research, and extension.

VISION

A leading multidisciplinary research university of education committed to build a strong nation.

MISSION

To develop high-performing professionals and intellectuals proficient in generating new knowledge toward a progressive and peaceful pluralistic society.

Proponents



1/F CTE Building, Cebu Normal University
Osmeña Boulevard, Cebu City
(+63 32) 254 1452 loc. 144
cte@cnu.edu.ph



Cebu Normal University
College of Teacher Education

PURE-CALLED

*Productive Utilization of Resources
through Conservation, Adult Learning,
and Livelihood Education and
Development for Women in San Antonio,
Boljoon*

Dr. Marchee T. Picardal
Dr. Blanca A. Alejandro
Dr. Charlo M. Iradel
Mr. Sunny R. Fernandez
Dr. Joje Mar P. Sanchez
Proponents



PURE-CALLED



*Productive Utilization of Resources through Conservation, Adult Learning, and
Livelihood Education and Development for Women in San Antonio, Boljoon*

PROJECT DESCRIPTION

The PURE-CALLED Project is an extension project of the College of Teacher Education of Cebu Normal University Science Faculty that would capacitate community members in San Antonio, Boljoon, specifically women, on the plant resources available in the area and educate them on how to conserve them through a strategic science communication framework.



MARCHEE T. PICARDAL
picardalm@cnu.edu.ph



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alejandrob@cnu.edu.ph



CHARLO M. IRADEL
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SUNNY R. FERNANDEZ
fernandezr@cnu.edu.ph



JOJE MAR P. SANCHEZ
sanchezj@cnu.edu.ph

Resource Mapping
FEB. 21, 2024 • SAN ANTONIO, BOLJOON

PURE-CALLED

Program

REGISTRATION

OPENING

Invocation and National Anthem
Audio-Visual Presentation

Welcome Remarks
Dr. Marchee T. Picardal

Inspirational Message
Dr. Jay P. Picardal, VP-RPICE
Prof. Marjorie B. Sta. Teresa, Extension Director

BREAK

RESOURCE MAPPING PROPER

Prepare & Plan
Dr. Blanca A. Alejandro

Engage the Community
Dr. Joje Mar P. Sanchez

Identify and Collect Data
Prof. Sunny R. Fernandez

CLOSING PROGRAM

Giving of the Certificates
Prof. Sunny R. Fernandez

Closing Remarks
Dr. Charlo M. Iradel

PHOTO OPPORTUNITY



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Cebu Normal University
Osmeña Blvd., Cebu City, 6000, Philippines

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TRAVEL REPORT FOR LEARNING VISITS
(2024 Revised)

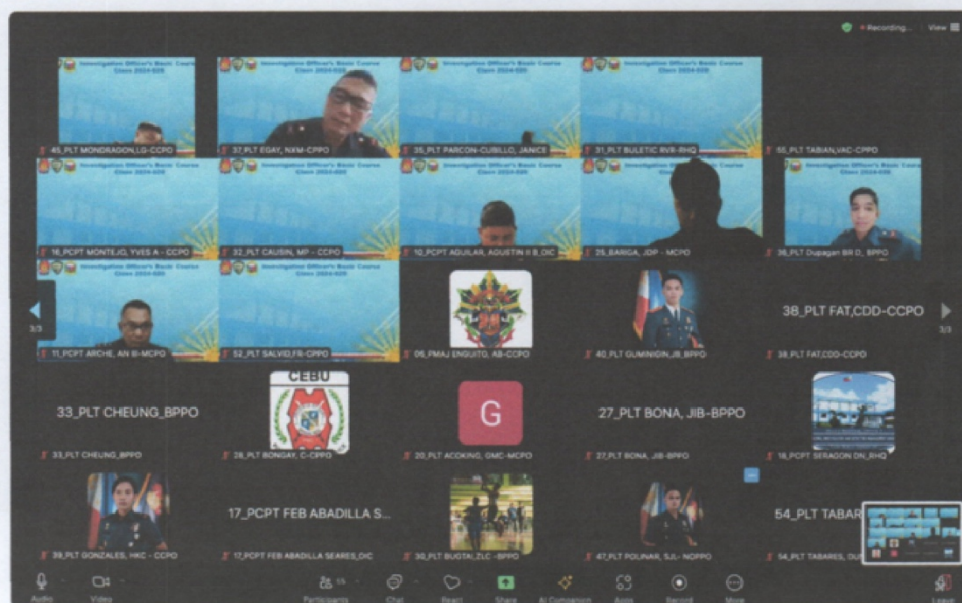
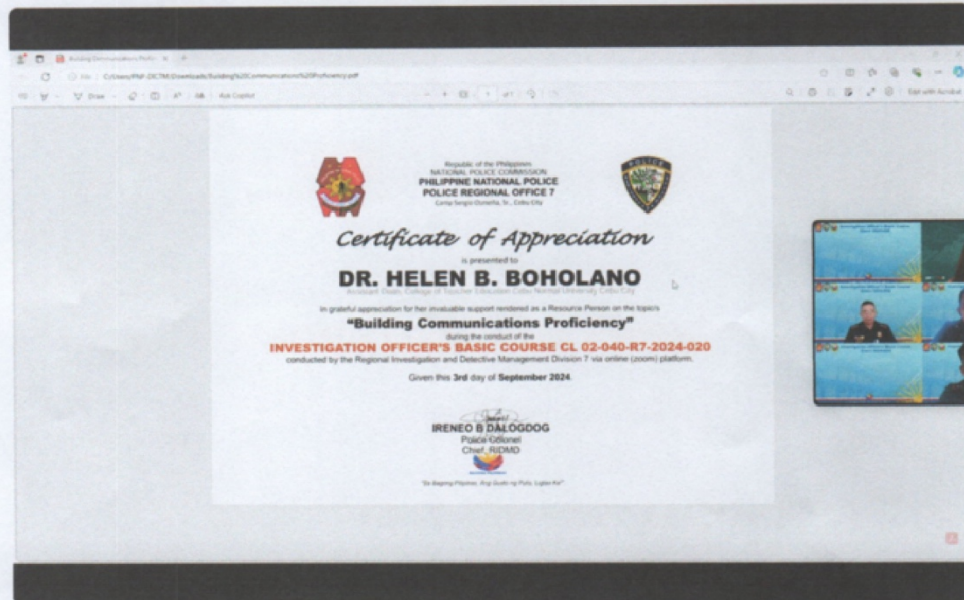
Name of the Authorized Personnel to Travel:	Dr. HELEN B. BOHOLANO
Current Position / Academic Rank / Designation:	PROFESSOR VI
Travel Authority (Office Order, etc):	Office Order 11240
Inclusive Dates of the Learning Visits:	September 3, 2024
Venue/HEIs and Agencies Visited:	Bohol Island State University, Candijay, campus
Purpose/Objectives:	Philippine National Police Police Regional Office 7 Investigation Officer's Basic Course (IOBC) via Zoom Application on September 3, 2024 from 8:00Am to 12:00NN
Date Prepared /Submitted:	Sept 9, 2024
HIGHLIGHTS OF THE ACTIVITY	
The Investigation Officer's Basic Course (IOBC) for police officers is a specialized training program designed to equip officers with the foundational skills and knowledge necessary to conduct criminal investigations effectively. Officers are trained on essential aspects of criminal law, including the rules of evidence, constitutional rights, criminal codes, and procedural laws. Effective investigation relies on well-documented reports that are clear, accurate, and thorough. A key focus of the course is to ensure officers conduct investigations ethically, respecting human rights and avoiding bias or misconduct.	
a. Recommendations to ensure continual improvements and enhancements of policies, practices, and directions along with, among others, mandates, vision, mission and objectives, or governance, administration, instruction, research, extension, production services of the university, etc., as may be applicable.	The PNP may: 1. Incorporate advanced training on digital forensics, cybercrime investigation, and data analytics, as crimes increasingly involve technology. This will ensure officers are prepared to handle modern challenges like cyber fraud, identity theft, and hacking. 2. Include a module on managing stress, trauma, and mental health for both investigators and victims, with a focus on trauma-informed policing.
b. Attachments: (pictures, and reference materials, if applicable) <i>Provide a brief description and attach the pictures or reference materials to the Travel Report</i>	The following are pictures taken during the lecture:



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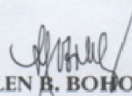
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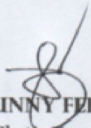


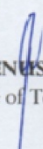
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DEVELOPMENT AND ENHANCEMENTS**
Email: cde@cnu.edu.ph | Website: www.cnu.edu.ph



PREPARED this 9th day of September 2024 for whatever legal purpose it may serve.


DR. HELEN B. BOHOLANO
Personnel Authorized to Travel


DR. SUNNY FERNANDEZ
Chair, Extension


DR. VENUS CORTES
Dean, College of Teacher Education

TRAINING EVALAUTION TOOL

Resource Persons: **DR. HELEN B. BOHOLANO**

Topic: **Building Communication Proficiency**

Date: **Sept 3, 2024**

How would you rate your...	Rating	Description
Ability to manage clients regarding topic(s) covered in this training	4.99	Outstanding
Comfort level in providing services to clients in relation to the topic(s) covered in this training	4.99	Outstanding
Knowledge of the subject matter	5.0	Outstanding
OVERALL	4.99	Outstanding



Osmeña Blvd., Cebu City, 6000, Philippines

College of Teacher Education

Telephone No.: (+63 32) 254 1452 loc. 144

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Website: www.cnu.edu.ph



August 31, 2024

DR. DANIEL A. ARIASO, SR

SUC President III

Cebu Normal University

Dear Dr. Ariaso,

Greetings!

The College of Teacher Education is center of Excellence in Teacher Education. A Center of Excellence (CoE) plays an important role in advancing the quality of teacher education and professional development. Its primary function is to serve as a hub of expertise, research, and innovation in the field of teacher education. As a professor, we are very much willing to share our expertise. Moreover, this will also increase our number of clients in extension services.

In line with this, the Police Regional Office 7 will facilitate the Investigation Officer's Basic Course (IOBC) via Zoom Application on September 3, 2024 from 8:00Am to 12:00NN that will capacitate the Police Commissioned Officers (PCOs) from various Police Offices in Region 7.

With this, I would like to request your good office for an Office Order for the said training because I was invited to serve as Guest Lecturer/Resource Speaker during the activity. Rest assured that my responsibility CTE Faculty member will still be considered and prioritized.

Hoping for your favorable approval on this request.

Respectfully yours,

DR. HELEN B. BOHOLANO

CTE Faculty

Recommending Approval:

DR. VENTIS CORTES

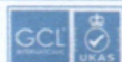
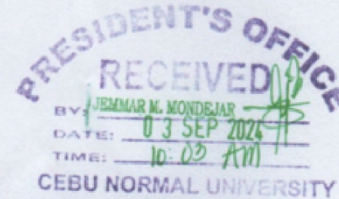
Dean, College of Teacher Education

Approved by:

DR. DANIEL A. ARIASO, SR

SUC President III

Cebu Normal University



Certification Date: 1 February 2021
Re-certification Date: 31 January 2024
For verification of the certificate please
access www.wiuir.com / Certification



WORLD'S
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EXAMPLE: UNIVERSITY OF THE PHILIPPINES





Republic of the Philippines
NATIONAL POLICE COMMISSION
PHILIPPINE NATIONAL POLICE
POLICE REGIONAL OFFICE 7
Camp Sergio Osmeña, Sr., Cebu City



August 27, 2024

DR. HELEN BOHOLANO

Professor, College of Teacher Education
Cebu Normal University
Cebu City

Dear Dr. Boholano:

The Police Regional Office 7 will facilitate the Investigation Officer's Basic Course (IOBC), Class 02-040-R7-2024-020, which will commence on August 28, 2024. The IOBC is a 45-day course designed to enhance the skills and competencies of police case managers and supervisors in addressing the challenges encountered during the investigation process. The class comprises **55 Police Commissioned Officers** (PCOs) from various Police Offices in Region 7. The training will extensively utilize online platforms, specifically the Zoom application (Meeting ID: 211 021 0566; Passcode: TRAINING7).

Considering your expertise in the selected subject matter, we are honored to invite you as our Guest Lecturer, for the topic/s:

Subject	Scope of Instruction	Date/Time	Nr of Hours
Building Communications Proficiency	Importance of communication process; Different Types of Communication; Different general barriers of communication; Most common errors encountered in writing police reports, memoranda, and letters; Pre-requisites in writing correspondence and technical reports; and Essential Qualities of Good Writing	September 3, 2024 (Tuesday), 8:00 AM to 12:00 NN	4

The secretariat will be in contact with you to confirm your availability and discuss the lecture options. For any immediate inquiries, please contact our focal person, PCpl Jessa Salvaleon with the contact number: 0976-314-7447.

We look forward to your sharing of knowledge with our PCOs.

Very truly yours,

IRENEO B DALOGDOG

Police Colonel
Chief, Regional Investigation and
Detective Management Division 7



"Sa Bagong Pilipinas, Ana Gusto na Pulis, Liatas Ka!"



Republic of the Philippines
CEBU NORMAL UNIVERSITY
Osmeña Blvd., Cebu City, 6000, Philippines



Office of the University President
Telephone No.: (+63 32) 253 9611 / (+63 32) 254 1452 loc. 100
Email: pres@cmu.edu.ph Website: www.cmu.edu.ph

Office of the University President

OFFICE ORDER No. 11240

03 SEP 2024

TO: DR. HELEN B. BOHOLANO
Professor VI
This University

SUBJECT: TRAVEL AUTHORITY

Pursuant to the powers, duties and authority vested unto the University President as expressly mandated by relevant laws, rules and regulations, among others, Republic Act (R.A.) No. 8292 specifically Section 6 thereof and Section 1, Rule VII its Implementing Rules and Regulations (IRR) embodied under CHED CMO No. 07, s. 2022, R.A. No. 8688 specifically Section 7 thereof, Executive Order (E.O) No. 77, s. 2019 and its IRR, and the University Code specifically Section 3 thereof, in the interest and exigency of the service, you are hereby directed/authorized to **serve as Guest Lecturer/Resource Speaker during the Investigation Officer's Basic Course (IOBC) via Zoom Application on September 3, 2024 from 8:00Am to 12:00NN, on official business**, to undertake/perform any and/all of the following:

1. To be a Resource Speaker during the Investigation Officer's Basic Course (IOBC) conducted by the Police Regional Office 7 via Zoom Application on September 3, 2024 from 8:00Am to 12:00NN;
2. To submit appropriate reports within seven (7) working days from arrival to work station; and
3. Perform such other duties and responsibilities as the University President may determine from time to time.

The travelling expenses, per diems, registration fee and other allowable incidental expenses and allowances relative to this travel authority, as prescribed under pertinent provisions of E.O. No. 77, s. 2019 and the appropriate implementing guidelines thereof, shall be charged against Police Regional Office 7, Cebu City.

As required under Section 22 and Section 23 of E.O No.77, s. 2019 and such applicable laws, rules and regulations, you are hereby directed to undertake and comply with the mandatory duties during the non-extendable schedules, as may be applicable, to wit:

Mandatory Duties	Non-Extendable Schedules		
	Local Travel	Travel Abroad	
1. Rendition of Account on Cash Advances	Within one (1) calendar month of return to the University.	Within two (2) calendar months after return to the University	
2. Reportorial Requirements	Submit a Travel Report within one (1) calendar month of return to the University.	Submit a Travel Repot within two (2) calendar months of return to the university for travels fifteen (15) days and below.	Submit a Travel Report within two (2) calendar months of return to the University for the travels fifteen (15) days and above.



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CEBU NORMAL UNIVERSITY
Osmeña Blvd., Cebu City, 6000, Philippines



Office of the University President

Telephone No.: (+63 32) 253 9611 / (+63 32) 254 1452 loc. 100
Email: pres@cmu.edu.ph Website: www.cmu.edu.ph

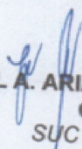
In addition, you shall conduct an echo seminar on such schedule/s and venue/s as may be determined by the Learning and Development unit of the Human Resource Management Office of the University, if applicable.

It is understood that your failure to undertake and submit the necessary documents as provided above, the following shall be strictly imposed:

1. Ineligibility to attend similar activity/function and automatic denial of any travel request of whatever nature and purpose until issuance of the appropriate certification by the Accounting Unit.
2. Issuance by the Accounting Unit of a demand letter of refund of all amounts released, received and utilized.
3. Filing of appropriate administrative case/s pursuant to pertinent provisions of CSC Resolution No. 1701077 promulgated on July 3, 2017 and other applicable laws, rules and regulations. Further, after due process, imposition of penalties as provided for under CSC *En Banc* Resolution No. 1900929 dated August 13, 2019 and circularized per CSC MC No. 23, 2019 dated 28 October 2019 and subsequent issuances thereof.
4. Such administrative disciplinary, civil or criminal action/s analogous to the foregoing or as prescribed under applicable laws, rules and regulations.

Finally, as an Accountable officer, your receipt of the corresponding amount/s and support of the University signify your consent to the foregoing mandatory duties and corresponding obligations and accountabilities thereof.

For your information and strict compliance.


DANIEL A. ARIASO SR, PhD, MEcon,
CESO II
SUC President III

Copy Furnished:

____ Immediate Supervisor
____ COA Resident Auditor

____ Accounting Unit
____ File

____ HRMO



Republic of the Philippines
NATIONAL POLICE COMMISSION
PHILIPPINE NATIONAL POLICE
POLICE REGIONAL OFFICE 7
Camp Sergio Osmeña, Sr., Cebu City



Certificate of Appreciation

is presented to

DR. HELEN B. BOHOLANO
Assistant Dean, College of Teacher Education Cebu Normal University Cebu City

In grateful appreciation for her invaluable support rendered as a Resource Person on the topic/s

“Building Communications Proficiency”

during the conduct of the

INVESTIGATION OFFICER'S BASIC COURSE CL 02-040-R7-2024-020
conducted by the Regional Investigation and Detective Management Division 7 via online (zoom) platform.

Given this 3rd day of September 2024.


IRENEO B. DALOGDOG
Police Colonel
Chief - RIDMD


“Sa Bagong Pilipinas, Ang Gusto ng Pulis, Ligtas Kai”



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SPEAKING ENGAGEMENT NARRATIVE REPORT

Activity Title	Curriculum Quality Assessment (CQA) and Review		
Name of HEI (organizer)	Cebu Technological Institute of Technology		
OBJECTIVES of attending the Training	1. Equip participants with a comprehensive framework, its domains, how it applies to the development of stages. 2. Enable teachers to effectively demonstrate their understanding of the PPST by aligning their teaching practices and professional development plans with the standards. 3. Mapped the course syllabi to the BTI, ensuring that the syllabus content supports the growth and development of teachers at the beginning stages of their careers. 4. Aligned course descriptions, objectives, learning outcomes, and assessments with the PPST domains and strands and Program Outcomes fostering professional growth and higher teaching quality.		
Date of Activity	September 26-27, 2024	Venue of Activity	CTU Hagnaya
Summary of Training/Seminar			
The objectives of the training in Curriculum Quality Assessment (CQA) and Review that I shared with the faculty and middle managers are focused on several key areas. First, the training aims to enhance curriculum standards by equipping participants with the knowledge and skills necessary to evaluate and improve their curriculum in line with national and international educational benchmarks. It also ensures alignment with the university's mission, vision, and strategic goals, particularly in producing globally competent graduates. Another objective is to promote continuous improvement, fostering a culture of regular updates to curriculum design that responds to the evolving needs of students, industry, and society. Furthermore, the training encourages the integration of best practices in curriculum review and assessment processes, along with the adoption of innovative teaching methodologies and strategies. Participants are guided in facilitating Outcome-Based Education (OBE), focusing on measurable student learning outcomes, while also preparing academic units for internal and external accreditation by aligning curricular practices with accrediting body requirements. The training promotes collaborative curriculum review among faculty, administrators, and stakeholders. The importance of the training lies in several factors. First, it ensures that the curriculum remains relevant, rigorous, and responsive to the demands of the modern educational			



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landscape, thereby improving educational quality. It also supports institutional competitiveness by strengthening the university's reputation, attracting top students and faculty, and fostering external partnerships. Moreover, the training prepares educators to adapt to changing needs, including technological advancements and industry trends. Regular curriculum assessment is essential for accreditation readiness, which helps maintain the institution's credibility and increases funding opportunities. Additionally, aligning the curriculum with clear learning outcomes enhances student learning outcomes, ensuring that graduates acquire the necessary skills and knowledge for career success. Finally, the training fosters faculty development by building their expertise in curriculum design and assessment. These objectives and the significance of the training collectively support the university's efforts to maintain and enhance the quality of its academic programs.

Evaluation of the Training/Seminar

What went well?	What were the challenges?	What to do in the future?
There was a sense of collaboration, as faculty members and administrators began considering ways to work together on continuous curriculum improvement. The emphasis on Outcome-Based Education (OBE) resonated with the group, with some already brainstorming how to incorporate measurable student learning outcomes into their existing programs. Moreover, the discussion on accreditation readiness and alignment with accrediting bodies created awareness of the importance of ongoing curriculum review, which participants acknowledged as crucial for the university's growth and reputation.	One of the challenges I encountered during the training was the distance of the venue from the city. The remote location made it more difficult for participants to travel, which may have impacted attendance and engagement. Despite this challenge, we persevered and focused on making the most of our time together.	The distance of the venue from the city was a challenge beyond my control, as it was organized by the CTU. However, I believe that in the future, I can suggest to the organizers the importance of selecting a more accessible location to enhance participation and engagement.



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In what way you can apply/share what you have learned from the Training/ Seminar?

I can share my experiences to my colleagues in terms of Curriculum Quality Audit.

When do you intend to do with it?

I started doing it with Balamban Campus. In the main Campus I will offer my skills during the Curriculum Audit in our College

Who will be the recipient of your knowledge sharing?

College of Teacher Education

Who are the responsible people to help you?

CTE Dean, VPAAI

Name & Signature of Attendee: CATALINA M. CANASA, EdD

Date: October 4, 2024

Received by: _____ Date: _____



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NARRATIVE REPORT

July 2-4, 2024

PROJECT TITLE

Workshop on the Development, Review, and Finalization of Lesson Scripts for the National Reading Program and Catch-Up Fridays

PROGRAM

Department of Education (DepEd)

PROJECT GOALS

The primary goal of this workshop was to equip educators, curriculum specialists, and scriptwriters with the skills and knowledge required to develop, review, and finalize lesson scripts for the National Reading Program and Catch-Up Fridays. The lesson scripts aim to enhance reading competencies, promote literacy, and address learning gaps among students across different learning levels.

CALL TO ACTION

To sustain the gains of this valuable initiative, continued efforts should be directed towards addressing the gaps identified during the workshop. The ongoing refinement and utilization of the lesson scripts will be essential to ensuring their effectiveness in promoting reading and literacy in schools nationwide.

BENEFICIARIES

Approximately 50 educators, including curriculum specialists, teachers, and scriptwriters, participated in the workshop. These participants are expected to implement the lesson scripts in their respective schools and districts, thereby benefiting thousands of students under the National Reading Program.

TARGET DATE OF COMPLETION



Registration No.

Certification Date: 1 February
2021
Recertification due date: 24
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July 24, 2024

APPROVED BUDGET

N/A

ACTIVITIES:

1. Registration
2. Invocation and National Anthem
3. Welcome Remarks by DepEd officials
4. Presentation of Workshop Goals and Objectives
5. Introduction of Resource Speaker
6. Keynote Speech: *"Innovating Reading Instruction for Literacy Development"*
7. Workshop Proper:
 1. Understanding the National Reading Program and Catch-Up Fridays
 2. Developing Lesson Scripts for Various Learning Levels
 3. Peer Review and Revision of Lesson Scripts
 4. Finalization of Scripts
8. Open Forum
9. Reflection and Feedback from Participants
10. Closing Remarks by DepEd personnel

OUTCOMES/OUTPUTS

The workshop successfully achieved its objectives, equipping participants with the skills to develop, review, and finalize lesson scripts aligned with the National Reading Program and Catch-Up Fridays. Below is a detailed account of the outcomes:

Development of High-Quality Lesson Scripts:

Participants worked collaboratively to create detailed and structured lesson scripts tailored to different grade levels. These scripts were designed to address specific reading competencies, align with curriculum standards, and promote student engagement.

Peer Review and Collaborative Learning:

The workshop fostered a strong culture of collaboration. Participants engaged in peer



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review processes, providing valuable feedback to one another, which significantly improved the quality of the lesson scripts. This interaction promoted critical thinking and fostered a deeper understanding of scriptwriting techniques.

Lesson Script Finalization:

By the end of the workshop, participants finalized a comprehensive set of lesson scripts that are ready for implementation. These scripts are now aligned with the objectives of the National Reading Program, with built-in assessments and learning activities to support student progress.

Enhanced Professional Growth:

Teachers and curriculum developers reported gaining new insights and strategies for improving their reading instruction methods. The workshop served as a capacity-building opportunity, enhancing their ability to create and implement effective educational resources.

Support for National Reading Initiatives:

The outputs of this workshop contribute to the broader goals of the National Reading Program and Catch-Up Fridays. The finalized lesson scripts will support schools in addressing learning gaps, particularly in reading literacy, and ensure that students receive targeted and effective instruction.

1.

ROLES

The proponent, Ms. **Chery Fernandez**, Ed.D., RGC, served as one of the key facilitators during the workshop. She provided guidance throughout the development process, ensuring that the lesson scripts adhered to the standards set by DepEd and the National Reading Program. Ms. Fernandez's expertise in curriculum development was instrumental in guiding participants through the complexities of lesson script finalization.



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ACCOMPLISHMENTS

Creation of Comprehensive Lesson Scripts:

All participants successfully developed and finalized lesson scripts that will be utilized in the National Reading Program and Catch-Up Fridays. These scripts are designed to meet the diverse needs of students across various grade levels.

Improved Teacher Skills in Script Development:

Educators enhanced their ability to design, review, and implement lesson scripts that are aligned with learning objectives, particularly in reading and literacy instruction.

Collaborative and Reflective Practice:

The workshop promoted a culture of collaboration, allowing teachers and curriculum developers to work together and refine their practices through peer review and shared insights.

Strengthened Support for Reading Programs:

The outcomes of the workshop lay the groundwork for a more effective and targeted approach to improving reading literacy through lesson scripts that are adaptable to the needs of schools.

Positive Feedback from Participants:

Participants expressed high levels of satisfaction with the content and structure of the workshop. They reported feeling more confident in their ability to implement the lesson scripts and improve reading outcomes in their respective schools.

SUBMITTED BY:

CHERY B. FERNANDEZ, Ed.D, RGC

Proponent

Date Submitted: Oct 2, 2024



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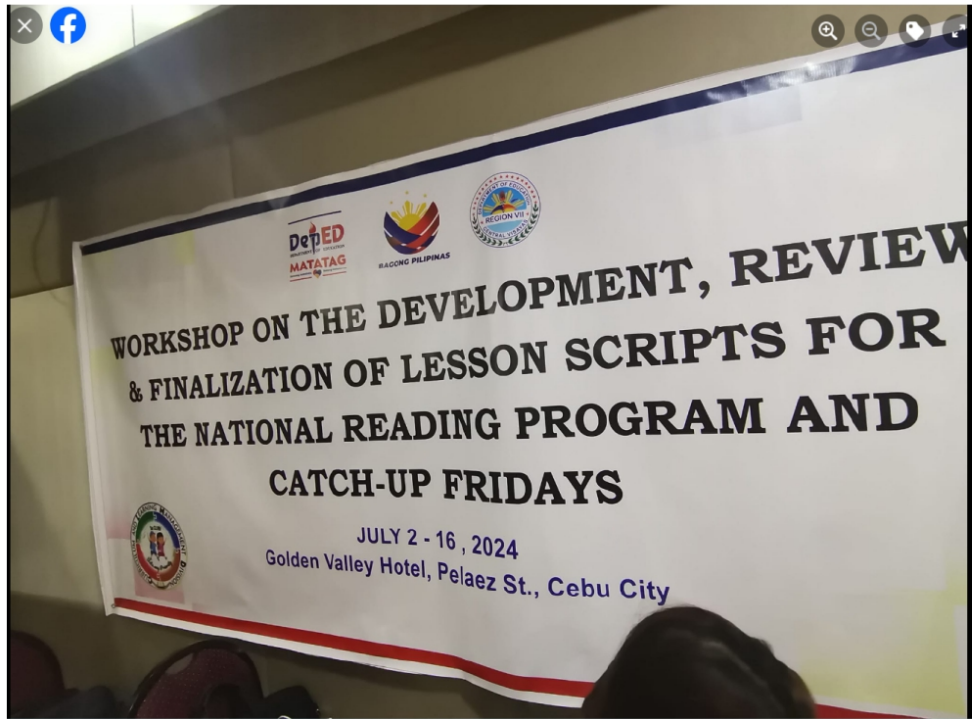


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Documentation



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