



Republic of the Philippines  
Department of Education  
Region VII – CENTRAL VISAYAS  
SCHOOLS DIVISION OF BOHOL

Office of the Schools Division  
Superintendent

April 12, 2021

DIVISION MEMORANDUM

No. 229 s, 2021

**WORKSHOP ON QUALITY ASSURANCE AND EDITING OF QUARTER 4 KINDERGARTEN  
INSTRUCTIONAL VIDEOS**

Education Program Supervisors  
Public Schools District Supervisors/Acting PSDSs  
All Others Concerned

1. This Office through the Curriculum and Implementation Division (CID) shall conduct a **Workshop on Quality Assurance and Editing of Quarter 4 Kindergarten Instructional Videos** on April 14-16, 20-23, 2021. The workshop shall be conducted online. The link can be accessed through the group chat of Bohol Division Video Editors (BoDiv VIDEO E & D).
2. Listed below are the participants.

	<b>NAME</b>	<b>POSITION/DESIGNATION</b>	<b>STATION/DISTRICT</b>
1.	Carmelo A. Ponla Jr.	Teacher /Video Editor	Calape
2.	Lenjun M. Boiser	SSTeacher -III/Video Editor	Alburquerque
3.	John Phillip Burra	Teacher 3/ Video Editor	Pilar
4.	Edeson S. Aladad	Teacher/ Video Editor	Carmen West
5.	Marlon Sumayo	ALS Teacher/Video Editor	Valencia
6.	Edgar P. Garcia	Teacher/ Video Editor	Sierra Bullones
7.	Novah Salomon	Kindergarten Teacher/ Video Editor	Tubigon West
8.	Glenn Huraño	Teacher/ Video Editor	Talibon
9.	Mae Lugsanay	Teacher/ Video Editor	Batuan
10.	Rhea Mae B. Tubo	Teacher/ Video Editor	Maribojoc
11.	Rosemarie Lofranco	K Master Teacher/QA	Maribojoc
12.	Vanessa Nuez	Teacher/ Video Editor	Trinidad
13.	Neriza Limbaga	Teacher/ Video Editor	Batuan
14.	Karen Enoc	Teacher/ Video Editor	Batuan
15.	Henry Nerizon Jr.	Teacher/ Video Editor	Maribojoc
16.	Evelyn Codilla	Division Coordinator in MG, SPED & ALS/QA	SDO
17.	Carmela Restificar	OIC CID Chief/EPVsvr Kindergarten/QA	SDO

3. The participants shall stay in a venue with strong internet connectivity either in the school or at home.



4. Attached is the activity matrix.
5. Immediate dissemination of this Memorandum is enjoined.

  
**BIANITO A DAGATAN EdD, CESO V**  
Schools Division Superintendent 



**ACTIVITY MATRIX**  
**WORKSHOP ON QUALITY ASSURANCE AND EDITING OF QUARTER 4 KINDERGARTEN**  
**INSTRUCTIONAL VIDEOS**

<b>Date and Time</b>	<b>Activity</b>	<b>Person In-Charge</b>
<b>April 14, 2021</b>		
8:00 – 8:30	Opening Program	Henry Nerizon Jr.
8:30 – 9:00	Mechanics of the Workshop	Carmela M. Restificar
9:00 – 10:30	Presentation of In-house QA Findings on Kindergarten Instructional Videos	Carmela M. Restificar, Rosemarie Lofranco
10:30 – 5:00	Workshop 1- Editing of Q4 Day 1 and Day 2 videos	All Editors
<b>April 15, 2021</b>		
8:00 – 5:00	Workshop 1- Continuation	All Editors
<b>April 16, 2021</b>		
8:00 – 8:30	Opening Program	Karen Enoc and Mae Lugsanay
8:30 – 12:00	Presentation of Outputs and QA	Carmela M. Restificar, Evelyn Codilla Rosemarie Lofranco
1:00 – 5:00	Workshop 2- Review and Enhancement of Q4 Day 1 and Day 2 videos	All Editors
<b>April 20, 2021</b>		
8:00 – 5:00	Workshop 3 - Editing of Q4 Day 3 to Day 5 videos	All Editors
<b>April 21, 2021</b>		
8:00 – 5:00	Workshop 3 - Continuation	All Editors
<b>April 22, 2021</b>		
8:00 – 8:30	Opening Program	Carmelo Ponla Jr.
8:30 – 5:00	Presentation of Outputs and QA	Carmela M. Restificar, Evelyn Codilla Rosemarie Lofranco
<b>April 23, 2021</b>		
8:00 – 3:00	Workshop 4 – Review and Enhancement of Q4 Day 3 – Day 5 videos	All Editors
3:00 – 5:00	Submission of Outputs and Closure	Carmela M. Restificar, Evelyn Codilla Rosemarie Lofranco

