DepEd, Division of Bohol Advisory No. __75__, s. 2022

September 29, 2022

(In compliance with DepEd Order No. 8, s. 2013, this advisory is issued not for endorsement per DO No. 28, s. 2001 but for the information of DepEd Officials, Personnel/Staff as well as the concerned public.)

" BE COMPUTER SAVY" SHORT-TERM COURSES OF HOLY NAME UNIVERSITY

1. This Office disseminates the communication received from the HOLY NAME UNIVERSITY of Tagbilaran City, dated September 26, 2022, inviting all interested parties for the "BE COMPUTER SAVY" short-term courses.

2. Please see attached communication for more details.

4. For the information of all interested and concerned parties.

September 26, 2022

BIANITO DAGATAN, Ed D CESO V
Schools Division Superintendent
Division of Bohol
Tagbilaran City

Dear **Dr. Dagatan**:

Greetings in the Divine Word!

Holy Name University's Computer Studies Department under the College of Engineering and Computer Studies offers **"Be Computer Savvy" short-term courses** to meet the demands for additional knowledge in the fields of Computer Science and Information Technology. These sessions are synchronous and asynchronous with hy-flex learning that will run for three months.

The courses are extra academic endeavors which will find its place in CVs and will enrich one's experience delivered through the famed learning management system (LMS) Google Classroom, these courses are facilitated by CS and IT Teacher-Experts working towards better and innovative higher education in the university.

The short-term courses are designed to:

(1) Cater to students who cannot afford to enroll in a four year course for them to be easily employed and to those students who want advanced learning in the field of CS/IT;
(2) Upgrade specific skills and knowledge needed to better perform expected CS/IT related jobs and obligations;
(3) Facilitate the development of a computer savvy professional to effectively contribute to the industry;
(4) Strategize distance education into social networking, accessible online resources, and facilitation by academe practitioners in CS/ IT; and
(5). Expand enrollees' involvement by allowing them to self-organize their participation based on their learning goals, past knowledge, abilities, and shared interests.

In this connection, I would like to invite your students, teachers and non-teaching staff to enroll in the short-term courses. Pre-registration period: September 22, 2022 - October 16, 2022. Classes Start: Nov 5, 2022. Interested teachers and non-teaching personnel may contact Dr. Maria Celia Z. Ligason through Mobile Number 09154935588 or email coecs@hnu.edu.ph. They may also pre-register here - https://forms.gle/v1ycKjEb1yEeAYDWA. Also attached is the flyer for more information.

I am sincerely looking forward to a positive response to this request. Thank you very much and more power!

Very truly yours,

FR. RUEL F. LERO, SVD, PhD
University President

BE COMPUTER SAVVY!

ENROLL IN ONE OF OUR SHORT-TERM COURSES:

Advanced Microsoft Office Package
This course provides the students with hands-on experience on the use of Microsoft Office software.

Python Programming for Beginners
This is an introductory course on the Python programming language which provides an overview on the tools available for coding and running Python as well as its data structures, custom functions and common libraries to develop useful python scripts.

Basic Graphic Design
This course will allow the students to learn the basics of graphic design. This course is for beginners who know nothing about design or want to refresh their knowledge on the subject.

With free:
Tutorial on Google Workspace Education

For more information, contact:

Dr. Maria Celia Z. Ligason
cs.chair.coecs@hnu.edu.ph
09154935588

College of Engineering and Computer Studies
coecs@hnu.edu.ph
501-7731 loc 109

Pre-Register Here:

https://bit.ly/3LvXPR5

Advanced Microsoft Office Package

This course provides the students with hands-on experience on the use of Microsoft Office software.

Classs Schedule: 10:00 AM - 12:00 PM
Every Saturday

Course Fee: 3,600php (12 Sessions)

Basic Graphic Design

This course will allow the students to learn the basics of graphic design. This course is for beginners who know nothing about design or want to refresh their knowledge on the subject.

Classs Schedule: 2:00 PM - 4:00 PM
Every Saturday

Course Fee: 3,600php (12 Sessions)

hnu.edu.ph

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HNU EDGE

HOLY NAME UNIVERSITY
Witness to the Word

Python Programming for Beginners

This is an introductory course on the Python programming language which provides an overview on the tools available for coding and running Python as well as its data structures, custom functions and common libraries to develop useful python scripts.

Classs Schedule: 8:00 AM - 10:00 AM
Every Saturday

Course Fee: 3,600php (12 Sessions)