



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

Office of the Schools Division
Superintendent

June 9, 2023

Division Memorandum
No. 0273, s. 2023

**ADMINISTRATION OF THE SIMULATED AND
COMPUTER-ASSISTED LEARNING ASSESSMENT FOR
THE REGION (SCaLAR)**

Public Schools District Supervisors/APDSs
School Heads
School ICT
All Others Concerned

1. Attached is the Regional Memorandum No. 0318, s. 2023, dated May 24, 2023, entitled: Administration of the Simulated and Computer-Assisted Learning Assessment for the Region which is self-explanatory.
2. The said activity will be on June 13-16, 2023 and June 19-21, 2023, in the selected participating schools:
 - San Jose National High School , Talibon
 - San Agustin National High School- Sagbayan
 - Cong. Pablo Malasarte Memorial National High School- Balilihan
 - Dauis National High School-Dauis
 - Tabalong National High School-Dauis
 - Lourdes National High School-Panglao
 - Loon South National High School – Loon South
3. Meals and other incidental expenses incurred during the conduct of the activity shall be chargeable against local funds subject to the usual accounting and auditing rules and regulations.
4. For strict compliance and immediate dissemination.

EVANGEL M. LUMINARIAS PhD CESO V
Schools Division Superintendent



0050 Lino Chatto Drive Barangay, Cogon, Tagbilaran City, Bohol
Tel Nos.: (038) 412-4938; (038) 411-2544 (038) 501-7550
Telefax: (038) 501-7550 email add: deped.bohol@deped.gov.ph





Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS

Office of the Regional Director

MAY 24 2023

REGIONAL MEMORANDUM

No. **0318**, s. 2023

**ADMINISTRATION OF THE SIMULATED AND COMPUTER-ASSISTED
LEARNING ASSESSMENT FOR THE REGION (SCaLAR)**

To: Schools Division Superintendents

1. This Office, through the Curriculum and Learning Management Division (CLMD), will administer a Simulated and Computer-assisted Learning Assessment for the Region (SCaLAR) on **June 13-16, 2023 and June 19-21, 2023** through the Repository of DepEd Region 7-Summative Assessment of Learning (RD-SAL) in the National Education Portal (NEP). SCaLAR is a set of innovative, competency-based and progressive assessment tools designed to quantify and examine the learners' performance and the positive use of technology from Kindergarten to Grade 12 across learning areas.

2. The activity aims to assess the effectiveness and efficiency of the delivery of education services based on the learning recovery plan and quantify judgements on learners' academic performance from Kindergarten to Grade 12. Specifically, it aims to:

- assess the delivery of instructional practices with the integration of the 21st century skills;
- determine if the learners in the region are meeting the learning standards of the curriculum in the K to 12 Basic Education Program; and
- provide empirical information that will guide decisions on curriculum contextualization, delivery and assessment practices.

3. To ensure proper administration of the SCaLAR, an **orientation** shall be conducted on **May 29, 2023** via online platform. The expected participants will be the CID Chiefs, CID EPSs, DTCs, DITOs, and participating schools' representatives (School Head, School Testing Coordinator, School ICT Coordinator). Likewise, the schools shall conduct a similar orientation to the identified Test Administrators and identified takers in their respective school before the actual administration. During this activity, the testing guide and other important matters relative to the conduct shall be discussed.

4. Identified schools shall submit soft copy of the Master List of Learners per grade level in excel format to the Division Office through the Division Testing Coordinator for the random selection of 20 learners who will be taking the test (10 male, 10 female) 2 weeks before the scheduled date of administration. Likewise, DTCs are required to provide the Final List of 20 learners per grade level to the respective schools for the necessary preparations.



Address: Doña M. Gaisano St., Sudlon, Lahug, Cebu City
Telephone Nos.: (032) 231-1433; (032) 414-7399
Email Address: region7@deped.gov.ph

5. The number of Participating Schools and Learners are the following:

Grade Level	No. of Grade Levels	No. of Schools	No. of Learners per Grade Level	Total No. of Learners
Elementary (K-G6)	7	49	20	6860
Junior High School (G7-G10)	4	64	20	5120
Senior High School (G11-G12)	2	28	20	1120
Over-all Total No. of Learners				13100

6. Enclosed are the following:

- List of Participating Schools
- Testing Guide
- Steps in accessing the RD-SAL (Repository of DepEd RO7-Sumative Assessment of Learning)

7. Meals and other incidental expenses incurred by division and school personnel during the orientation and actual conduct of the Simulated and Computer-assisted Learning Assessment for the Region (SCaLAR) are chargeable against Division/School MOOE/local funds, while travel and other incidental expenses of the Regional Monitoring Team shall be charged to Regional funds, subject to the usual accounting and auditing rules and regulations.

8. Immediate dissemination of, and compliance with this Memorandum are directed.


SALUSTIANO T. JIMENEZ EdD, JD, CESO V
Director IV
Regional Director

**SIMULATED &
COMPUTER-ASSISTED
LEARNING
ASSESSMENT FOR THE
REGION (SCaLAR)**

TESTING GUIDE

DEPARTMENT OF EDUCATION
REGION 7, CENTRAL VISAYAS
SY 2022-2023

TESTING GUIDE

Simulated and Computer-assisted Learning Assessment for the Region (SCaLAR)

Introduction

Assessment is an integral part of the whole teaching and learning process. It pushes instruction to be meaningful and relevant to the context of a learner, as it puts premium on critical thinking, logical reasoning, and reflective learning. Hence, it creates a teaching - learning environment holistically appropriate for every Filipino learner. It also allows teachers to track and measure a learner's progress and modify instruction accordingly. Further, it should be used to improve classroom practices, learning deliveries and promote learning outcomes.

Additionally, the Philippines' participation in previous International Large-Scale Assessments (ILSAs) further supports the requirement for significant reforms in the provision of high-quality education. Understanding our students is a crucial component of a successful intervention program. Teachers must make sure that the instructional design we develop and implement and the learning resources we use are all suitable, relevant, and responsive to each learner's context since every learner is different and has individual strengths and weaknesses, interests, and talents. Eventhough, DepEd made substantial progress in lowering barriers to accessing basic education, there is still a need to address the toughest and most pervasive barrier to basic education in the nation: the quality of education, particularly in terms of enhancing students' learning outcomes.

Hence, the Department of Education-Region 7 through the Curriculum and Learning Management Division and in partnership with the Information, Communication and Technology Unit, initiated the project dubbed as "Simulated and Computer-assisted Learning Assessment for the Region (SCaLAR)". SCaLAR is a set of innovative, competency-based and progressive assessment tool designed to quantify and examine the learners' performance from Kindergarten to Grade 12 across learning areas for the School Year 2022-2023 in order to develop evidence-based, significantly appropriate and relevant and well-planned learning recovery interventions. This was created to also gauge the readiness of our learners in the positive use of technology to prepare them in any national and international large-scale assessments. To facilitate the administration of this project, selected teachers, school heads and supervisors were commissioned to create the Repository of DepEd Region 7-Summative Assessment of Learning (RD-SAL) which served as the official storage of the SCaLAR materials in the National Education Portal (NEP). During the test administration, learners shall access the NEP and proceed with the course.

I. PURPOSE

This Testing Guide is intended for those involved in the administration of the Simulated and Computer-assisted Learning Assessment for the Region (SCaLAR). It outlines the activities to be undertaken at various stages in the activity. It is necessary to ensure consistency of the administration.

II. CRITERIA FOR SELECTING A TEST ADMINISTRATOR

The Test Administrator has the primary responsibility in administering the SCaLAR. Thus, the Schools Division Superintendent (SDS) must select a qualified Test Administrator based on the following criteria:

1. External to the Grade Level being assessed.
2. With a strong IT background.
3. Experienced in administering division/regional/national tests.
4. Credible and trustworthy.

III. FUNCTIONS OF THE TESTING PERSONNEL

1. Attends the online orientation conducted by the CLMD personnel.
2. Protects the security of the test materials, including forms and log in details of the takers.
3. Conducts assessment session according to the script and instructions in the testing guide.
4. Accomplishes forms as prescribed in this testing guide.

Specific Role of Each Testing Personnel

Division Testing Coordinator/DITO Serve as the overall supervisor in the conduct of SCaLAR in the identified schools within the division	Test Administrator- Administer the test to the learners via computer-assisted modality	School ICT Coordinator- Provide technical assistance to Test Administrators
Oversee the test administration	Receive, check and secure all test materials and associated forms given	Accomplish the Checklist of Technical Specifications per school
Ensure the implementation of health and safety protocol.	Familiarize with test platform, assessment forms, procedures and test scripts	Assist the Test Administrator in preparing the online platform before the start of the test

Coordinate the activity between CLMD/ICTU and the identified schools	Coordinate closely with the DTC and School Head for assessment plans	Assist the students and the TA in any computer-related concerns during the test administration
Ensure the adherence of testing personnel to the SCaLAR security measures	Maintain security and confidentiality of assessment materials and associated materials	Monitor and ensure the successful SCaLAR test submission
	Validate the identity of test takers with the assistance of the School Head	Troubleshoot hardware and networking problems
		Maintain the security and confidentiality of all test materials in an internet environment

IV. ACTIVITIES IN THE CONDUCT OF THE TEST

ACTIVITY		SCHEDULE	Person In Charge
Pre-test	Attend the orientation, assessment planning	A month before the testing date	DTC/DITO
	Receive and check the list of examinees per school	At least a month before the testing date or right after the orientation with CLMD	DTC/DITO
	Submit required forms	Three weeks before the testing date	DTC/DITO
	Orient the School Heads and other Testing Personnel on the SCaLAR Administration guidelines: 1. Schedule (date and time) per school and examinee 2. Scheme/Test Administration guidelines	Three weeks before the testing date	DTC/DITO

Ensure that the testing center has met all the requirements for online testing		
Conduct the Student Orientation	At least 2 weeks before the testing day	TA, DTC, DITO, School Head, School ICT Coor
Check the technical specifications of the computer operating systems of the examinee/s. This can be done either onsite or online. Online: Send the online guidelines via email. Emphasize the downloading of SafeExam Browser. Onsite: Download the SafeExam Browser to the examinee's computer. *Testing personnel should prepare a laptop in case the examinee's computer doesn't work.	At least 2 weeks before the testing day	DTC, ITO, TA
Ensure that examinee has met all the requirements for online testing	At least 2 weeks before the testing day	TA, DTC, ITO, SH, School ICT Coordinator
Receive the Enrolment Key	On the actual date of the exam	TA, School ICT Coordinator
Evaluate/check the list of examinees	2 days before the testing day	TA, DTC
Communicate with CLMD/ICTU online assessment operation and plan	Two weeks before the testing day	DTC/DITO

	Confirm assessment plans with the DTC	Two weeks before the testing day	CLMD/ICTU
Testing Day	Preliminaries (Health Protocols, Securing the Holding area for the learners' belongings, etc.)	Before the start of the test	Clinic-In-Charge, School Testing Coordinator
	Re-orient the examinee on the Testing Rules and Mechanics for the SCaLAR	Before the start of the testing session	TA
	Verify the identity of the examinees using their valid ID	Before the start of the testing session	TA
	Use the script in conducting the session	Testing day (Test proper)	TA
	Supervise the session	Testing day (Test proper)	TA, School ICT Coor
	Oversee the Test Administration	Testing day (Test proper)	DTC, SH, DITO
	Facilitate log-out of the examinees in the online platform	Testing day (Test proper)	TA, School ICT Coor
Post-test	Accomplish and submit the Required forms	after the test	TA, DTC
	Erase the log-in credentials of the examinees in the computer	after the test	TA
	Debriefing: Evaluate the test administration. Monitor learners' health at most 1 week from the actual date of the exam	This can be done after the activity per school	TA, DTC, ITO, School Head, Clinic -In- Charge

V. INSTRUCTIONS TO THE TEST ADMINISTRATOR

The psychological environment of the testing room is a significant aspect that influences test performance. Therefore, it is crucial that the test administrator project a cheerful disposition throughout the administration of the test. Please strictly adhere to the directions that follow to ensure fair and uniform test administration.

V.1. Test Script

V.1.1 Pre-test: Orientation

- a. Meet with the examinees on the examination schedule. Manually record the time started and ended of each activity, especially the test proper per subtest. Introduce yourself at once and orient the examinee.

Say:

Greetings, test takers! I will serve as your proctor today. My name is (please mention your name). This time, the test environment would be different because it would involve the use of computers. I want to provide you with some crucial reminders and the mechanics for this testing activity before we start the test. Are you ready?

Re-orient the examinees with rules and mechanics. Share and discuss the presentation on **SCaLAR Testing rules and Mechanics**.

Say:

The SCaLAR Testing Rules and Mechanics that we discussed during the Student Orientation will be demonstrated to you once again.

- b. Answer all of the queries at once. Give each examinee their enrollment key by sharing the PPT slide you initially produced after they have confirmed or consented to the guidelines you have outlined.

Say:

Now that I have shared with you the mechanics for today's testing activity, do you have any questions/clarifications before we proceed?

I will now be providing you with your user accounts. Please get a paper and pen and take note of the username and password that you see on the screen.

- c. Ensure that there are no resource materials (books, calculator, mobile phone etc.) on top of the examinee's table. Only a blank sheet of paper and ballpen/pencil shall be allowed on top of the examinees' table during the testing activity.

- d. Ask the examinee to open the Safe Exam Browser (SEB) and log-in using their own user accounts. Ensure that the headsets/headphone of the examinee is ON. Ask the examinees to click on "My Courses" at the left panel and click on the SCaLAR.

Say:

Kindly open the SEB. After you open the SEB, "Click on the **Log-in** button on the upper right-hand corner of the screen". Enter your username and password. Then, "Click on the **My Courses** at the left panel of your screen" and click on the **SCaLAR**.

- e. Upon successful log-in, ask the examinee to complete the **Student's Personal Information**.

Say:

Before we proceed to the test, please answer the Student's Personal Information. It is not a test. It consists of several items about you.

V.1.2 Test Proper

- a. As soon as the examinee completed the Personal Data. Proceed with the test. Ask the examinee to open the first subtest they see on the screen. Read the instructions and click on Attempt Quiz Now.

- **TA is not allowed to look at the test items.**

Say:

Click on the first subtest (beside the checkmark) you see on your screen. On the next screen, read the General Instructions and take note of the time allotment. When you are ready, click on **Attempt Quiz Now**. Read the reminder on the pop-up window and click on **Start Attempt**.

You will be prompted with the first question. Choose the letter of your answer carefully and click on **Next Page** when you are done with the first item. Continue doing the same to answer the rest of the test items. As soon as you finish answering the items, click on **Finish Attempt**. If you still have time remaining and want to review your answer, you may click on **Return to Attempt** and review or change your answer. On the other hand, if you are ready to submit your answer at the end of the sub-test, click on "**Submit All and Finish**".

- b. Allow the students to finish answering all the sub-tests he/she must take. Be mindful of unnecessary movements/gestures of the examinees while taking the test. Reprimand them at once if deemed necessary. Record the time started and ended of each subtest. **If the test taker is not yet done within the allotted time, give a maximum extension of 5 minutes per subject.** As soon as s/he is done with the first course, ask him/her to proceed to the next course.

Say:

Continue doing the same for the next sub-test. Tell me once you're done answering one subtest. You will have a 15-minute break and 1-hour lunch break. Should you have questions, feel free to ask me anytime. You may now continue with your test.

If the test taker is not yet done within the allotted time. Give him/her maximum extension of 5 minutes.

Say:

Are you done? Do you want extra time to finish the test? Can you finish it in 5 minutes?

- c. As soon as the test is done, thank the test takers for participating in this activity.
Say:

Thank you for your time! Now that we're done with the testing activities, please click on **Sign Out** from the dropdown arrow on the upper right corner of your screen, then click on the **exit button** (circle) from the lower right-hand corner. On the pop-up window that says "Are you sure you want to quit?", Click on YES. You may now

Click on the red phone icon  to hang-up.

V.2. Post Test: Submission of test materials

At the end of the testing day, the Test Administrator shall submit the Forms 6 & 7. The Division Testing Coordinator shall complete the Form 8 through the link provided:

1. Attendance sheet
2. Narrative Report
3. Monitoring and Evaluation Form

VI. Test Schedules

VI.1 Morning Sessions (Special Case for Kindergarten)

Grade Level	Day No.	Part No.	Date
Kindergarten	Day 1 (Morning)	Part 1 (Literacy)	June 13
	Day 1 (Afternoon)	Part 2 (Numeracy)	June 13
Grade 1	Day 2	Part 1	June 14
	Day 3	Part 2	June 15
Grade 3	Day 4	Part 1	June 16
	Day 5	Part 2	June 19
Grade 5	Day 6	Part 1	June 20
	Day 7	Part 2	June 21
Grade 7	Day 1	Part 1	June 13
	Day 2	Part 2	June 14
Grade 9	Day 3	Part 1	June 15
	Day 4	Part 2	June 16
Grade 11	Day 1	Part 1	June 13
	Day 2	Part 2	June 14
	Day 3	Part 3	June 15

VI.2 Afternoon Sessions

Grade Level	Day No.	Part No.	Date
Grade 2	Day 2	Part 1	June 14
	Day 3	Part 2	June 15
Grade 4	Day 4	Part 1	June 16
	Day 5	Part 2	June 19
Grade 6	Day 6	Part 1	June 20
	Day 7	Part 2	June 21
Grade 8	Day 2	Part 1	June 14
	Day 3	Part 2	June 15
Grade 10	Day 4	Part 1	June 16
	Day 5	Part 2	June 19
Grade 12	Day 1	Part 1	June 13

VII. Timing (Testing Day)

VII. A Elementary & Junior High School

A.1 Kindergarten

The Kindergarten learners shall be assessed on their literacy and numeracy proficiency. In conformity with the principle of assessing kindergarten in an informal and play-based manner the schools in coordination with the kindergarten teachers are given the options on the manner of administration. They can choose FROM any one of the three options below.

A.1.1 INDIVIDUALIZED TESTING

The kindergarten shall be assessed individually or one at a time with a minimum of 10 and a maximum of 12 minutes per child. The examiner who will read the test, shall sit side by side with the examinee.

Sample schedule:

Literacy - morning

Numeracy - afternoon

Examinee Number	Time Schedule
1	8:00-8:12
2	8:13-8:24
3	8:25-8:36
4	8:37-8:48
5	8:49-9:00
Up to 20	11:49-12:00

A.1.2 GROUP TESTING

A group of 5 examinees shall take the test at a given time. The examiner shall read

the items while the assistant examiner will assist the learners not compromising the reliability and validity of the test.

Sample schedule:

Literacy - morning
Numeracy - afternoon

Group of 5 Learners	Time Schedule
1	8:00-9:00
2	9:00-10:00
3	10:00-11:00
4	11:00-12:00

Note: *maximum of 5 learners per group*

A.1.3 COMBINATION OF A AND B

The teachers are given the flexibility to choose the most appropriate mode for the learners.

This is recommended for a very diverse group of examinees. Like, if among the 20 examinees there are 5 or more learners who can best be accommodated through individualized testing while the rest can be group by 5.

Sample Schedule

Literacy - morning
Numeracy - afternoon

Examinee (Individual)	Time Schedule
1	8:00-8:12
2	8:13-8:24
3	8:25-8:36
4	8:37-8:48
5	8:49-9:00
Up to 10	9:49-10:00

Group of 5 Learners	Time Schedule
1	10:00-11:00
2	11:00-12:00

A.2 Grades 1, 3, 5, 7, 9 (Part 1)-Morning Session

Time	Activities	Specifics
7:00-7:15 AM	Preliminaries	Health Protocol, Accounting of the Test Takers, Admission in the Testing Room
7:15-7:30 AM	Orientation	Introduction of TA, Giving of Reminders (Use of CR, Dos and Don'ts, Time Limit, Exit), Reading of General Instructions, Playing of the video in Logging-in, Provision of the Enrolment Keys
7:30-7:40 AM	Practice Test	10 mins.
7:40-7:45 AM	Accomplishing Test Takers' Personal Data	5 mins.
7:45-8:45 AM	Start of Test ESP	1 hr
8:45-9:45 AM	English	1 hr
9:45 -10:00 AM	Health Break	15 mins.
10:00-11: 00 AM	Math	1 hr
11:00-12:00 NN	TLE	1 hr

A.2 Grades 1, 3,5, 7, 9 (Part 2)-Morning Session

Time	Activities	Specifics/Duration
7:00-7:45 AM	Preliminaries	45 mins.
7:45- 8:45 AM	Filipino	1 hr
8:45 -9:45 AM	AP	1 hr
9:45-10:00 AM	Health Beak	15 mins.
10:00-11:00 AM	MAPEH	1 hr
11:00-12:00 NN	Science	1 hr

A.3 Grades 2, 4, 6 ,8, 10 (Part 1)-Afternoon Session

Time	Activities	Specifics
12:00-12:15 AM	Preliminaries	Health Protocol, Accounting of the Test Takers, Admission in the Testing Room
12:15-12:30 AM	Orientation	Introduction of TA, Giving of Reminders (Use of CR, Dos and Don'ts, Time Limit, Exit), Reading of General Instructions, Playing of the video in

		Logging-in, Provision of the Enrolment Keys
12:30-12:40 PM	Practice Test	10 mins.
12:40-12:45 PM	Accomplishing Test Takers' Personal Data	5 mins.
12:45-1:45 PM	Start of Test ESP	1 hr
1:45-2:45 PM	English	1 hr
2:45-3:00 PM	Health Break	15 mins
3:00-4:00 PM	Math	1 hr
4:00-5:00 PM	TLE	1 hr

A.4 Grades2, 4, 6, 8, 10 (Part 2)-Afternoon Session

Time	Activities	Specifics/Duration
12:00-12:45 PM	Preliminaries	45 mins.
12:45-1:45 PM	Filipino	1 hr
1:45-2:45 PM	AP	1 hr
2:45-3:00 PM	Health Break	15 mins
3:00-4:00 PM	MAPEH	1 hr.
4:00-5:00 PM	Science	1 hr.

VII.B Senior High School

VII.B.1 Grade 11 Part 1-Morning Session

Time	Activities	Specifics/Duration
7:00-7:15 AM	Preliminaries	Health Protocol, Accounting of the Test Takers, Admission in the Testing Room
7:15-7:30 AM	Orientation	Introduction of TA, Giving of Reminders (Use of CR, Dos and Don'ts, Time Limit, Exit), Reading of General Instructions, Playing of the video in Logging-in, Provision of the Enrolment Keys
7:30-7:40 AM	Practice Test	10 mins.
7:40-7:45 AM	Accomplishing Test Takers' Personal Data	5 mins.
7:45-8:45 AM	Start of Test 21 st Century Literature	1 hr
8:45-9:45 AM	General Mathematics	1 hr
9:45 -10:00 AM	Health Break	15 mins.
10:00-11: 00 AM	Filipino-Komunikasyon at Pananaliksik sa Wika at Kulturang Filipino Filipino-Pagbasa at Pagsusuri ng Ibat-ibang Teksto Tungo sa Pananaliksik	1 hr

VII.B.1 Grade 11 Part 2-Morning Session

Time	Activities	Specifics/ Duration
7:00-7:45 AM	Preliminaries	45 mins.
7:45-8:45 AM	Start of Test Understanding Culture, Society and Politics	1 hr
8:45-9:45 AM	Contemporary Philippine Arts from the Regions	1 hr
9:45 -10:00 AM	Health Break	15 mins.
10:00-11: 00 AM	Statistics and Probability	1 hr
11:00-12:00 NN	Personal Development 11	1 hr

VII.B.1 Grade 11 Part 3-Morning Session

Time	Activities	Specifics/ Duration
7:00-7:45 AM	Preliminaries	45 mins.
7:45-8:45 AM	Start of Test Oral Communication	1 hr
8:45-9:45 AM	Health-Optimizing Physical Education 11	1 hr
9:45 -10:00 AM	Health Break	15 mins.
10:00-11: 00 AM	Earth and Life Science	1 hr
11:00-12:00 NN	Empowerment Technology	1 hr

VII. B.2 Grade 12 Part 1-Afternoon Session

Time	Activities	Specifics
12:00-12:15 AM	Preliminaries	Health Protocol, Accounting of the Test Takers, Admission in the Testing Room
12:15-12:30 AM	Orientation	Introduction of TA, Giving of Reminders (Use of CR, Dos and Don'ts, Time Limit, Exit), Reading of General Instructions, Playing of the video in Logging- in, Provision of the Enrolment Keys

12:30-12:40 PM	Practice Test	10 mins.
12:40-12:45 PM	Accomplishing Test Takers' Personal Data	5 mins.
12:45-1:45 PM	Start of Test Reading and Writing	1 hr
1:45-2:45 PM	Filipino sa Piling Larang ISPORTS/DESINYO/TECHVOC/AKADEMIK	1 hr
2:45-3:00 PM	Health Break	15 mins
3:00-4:00 PM	Health Optimizing Physical Education 12	1 hr
4:00-5:00 PM	Personal Development 12	1 hr

VIII. How to use the Safe Exam Browser with National Education Portal RD-SAL Courses

1. RTC will share with the RITO the link of the actual SCaLAR courses
2. RITO will create the secure assessment link of every course.
3. Each link will then be shared with the DTCs and DITOs and School ICT Coors.
4. School ICT Coors of each assigned course/grade level will input the secure assessment link in the URL box of the browser (use MS Edge, preferably).
5. Learners may now take the exam.

NOTE: This set up requires Windows 10 and Edge browser.

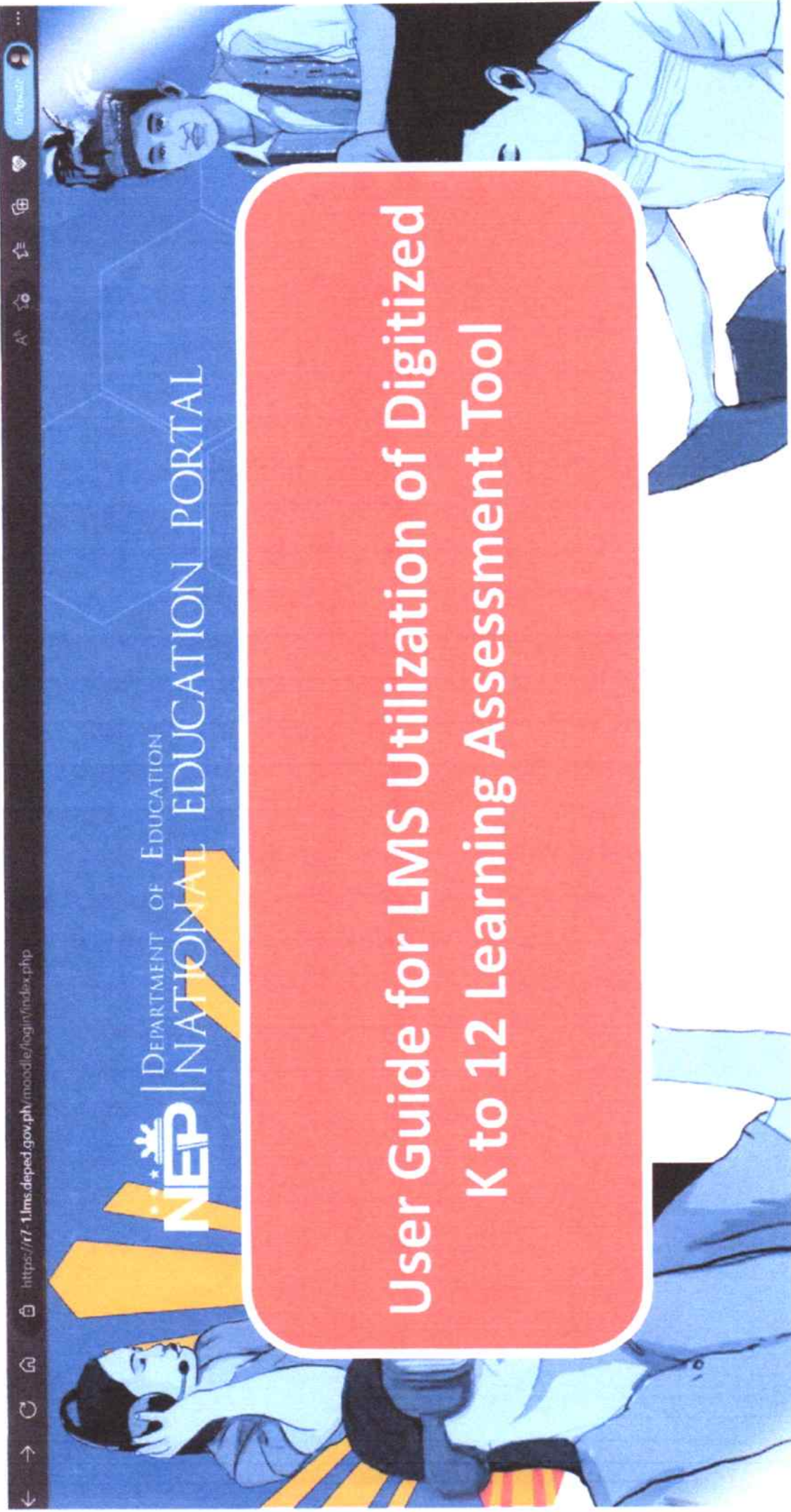
Practice Test Links (with SEB):

- Kinder - ms-edu-secureassessment:https://r7-1.lms.deped.gov.ph/moodle/course/view.php?id=443#enforcelockdown
- G1 - ms-edu-secureassessment:https://r7-1.lms.deped.gov.ph/moodle/course/view.php?id=444#enforcelockdown
- G2 - ms-edu-secureassessment:https://r7-1.lms.deped.gov.ph/moodle/course/view.php?id=445#enforcelockdown
- G3 - ms-edu-secureassessment:https://r7-1.lms.deped.gov.ph/moodle/course/view.php?id=446#enforcelockdown
- G4 - ms-edu-secureassessment:https://r7-1.lms.deped.gov.ph/moodle/course/view.php?id=480#enforcelockdown
- G5 - ms-edu-secureassessment:https://r7-1.lms.deped.gov.ph/moodle/course/view.php?id=481#enforcelockdown
- G6 - ms-edu-secureassessment:https://r7-1.lms.deped.gov.ph/moodle/course/view.php?id=482#enforcelockdown
- G7 - ms-edu-secureassessment:https://r7-1.lms.deped.gov.ph/moodle/course/view.php?id=483#enforcelockdown

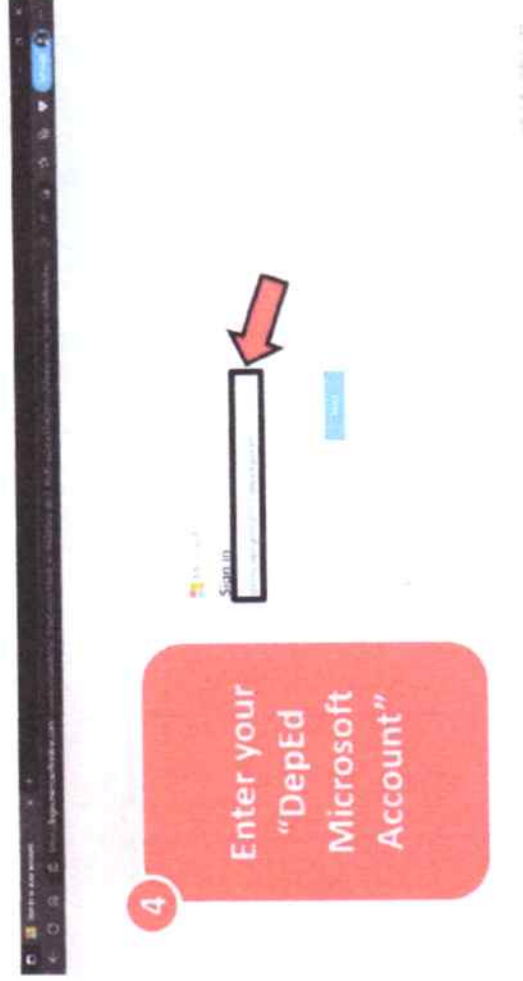
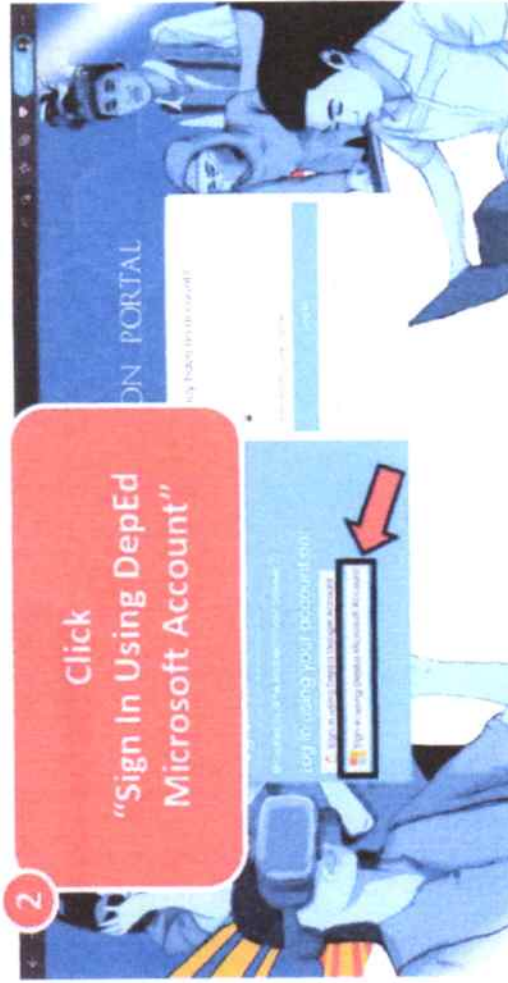
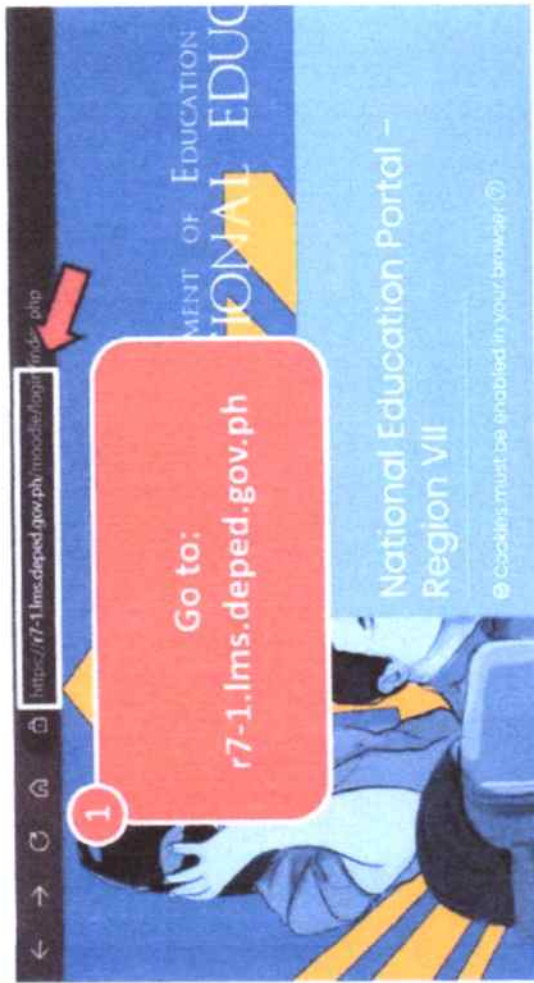
- G8 - ms-edu-secureassessment:https://r7-1.lms.deped.gov.ph/moodle/course/view.php?id=484#enforcelockdown
- G9 - ms-edu-secureassessment:https://r7-1.lms.deped.gov.ph/moodle/course/view.php?id=485#enforcelockdown
- G10 - ms-edu-secureassessment:https://r7-1.lms.deped.gov.ph/moodle/course/view.php?id=486#enforcelockdown
- G11 - ms-edu-secureassessment:https://r7-1.lms.deped.gov.ph/moodle/course/view.php?id=487#enforcelockdown
- G12 - ms-edu-secureassessment:https://r7-1.lms.deped.gov.ph/moodle/course/view.php?id=488#enforcelockdown

IX. To ensure the standardized test administration, the following forms shall be used:

	Form	When to submit	To be prepared by	To be submitted to
1	List of Testing Area	Pre-test	DTC	CLMD
2	Assessment Plan	Pre-test	School Head	DTC
3	Masterlist (Final List)	Pre-test	DTC	CLMD
4	Checklist of technical specifications per computer unit	Pre-test	IT Coordinator, DTC	ICTU
6	Attendance Sheet	Test Proper	Test Administrator	DTC
7	Evaluation Report**	Post-test	Test Administrator	CLMD/ICTU
8	Monitoring Form**	Post-test	Division/Regional Monitors	CLMD



User Guide for LMS Utilization of Digitized K to 12 Learning Assessment Tool





5

Enter your "password"

Enter password



6

Enter your "password"

Enter password



7

Click "Yes"

Stay signed in?



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8

