



Republic of the Philippines
Department of Education
Region 4-A CALABARZON
Province of Quezon
DIVISION OF TAYABAS CITY
Tayabas City



DIVISION MEMORANDUM NO. 178-2018

TO : CHIEFS, CID AND SGOD
SCHOOL HEADS/IN-CHARGE OF LUIS PALAD INTEGRATED HS,
WEST PALALE NATIONAL HS, ROSARIO QUESADA MEMORIAL
NHS, TAYABAS CITY STAND ALONE SHS, TAYABAS EAST CS I,
TAYABAS EAST CS III, TAYABAS WEST CS I, TAYABAS WEST CS II,
TAYABAS WEST CS III, FROILAN E. LOPEZ ES, ALS LEARNING
CENTER
SCHOOL/DEPARTMENT/LEARNING CENTER ICT COORDINATORS

FROM : CATHERINE P. TALAVERA, CESO VI
Schools Division Superintendent

SUBJECT : TRAINING/ORIENTATION ON TECHNOLOGY FOR ECONOMIC
DEVELOPMENT (Tech4ED)

DATE : June 18, 2018

Relative to the project proposal issued by the Department of Information and Communications Technology Re: Technology for Economic Development (Tech4ED), the following schools are advised to attend a training/orientation on June 21-22, 2018 at Luis Palad IHS, Suarez Bldg. The training/orientation will be conducted from 3:30 pm to 5:00 pm. School heads are expected to make appropriate adjustment to avoid disruption of classes.

1. Luis Palad Integrated HS
2. West Palale National HS
3. Rosario Quesada Memorial NHS
4. Tayabas City Stand Alone SHS
5. Tayabas East CS I
6. Tayabas East CS III
7. Tayabas West CS I
8. Tayabas West CS II
9. Tayabas West CS III
10. Froilan E. Lopez ES
11. ALS Learning Center





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Participants of this training/orientation are school/department/learning center ICT coordinators of the listed schools/learning center. Kindly bring laptop, pocket wifi and extension wire. Recipient schools/learning center are also advised to prepare the tarpaulins shared on school heads and ICT coordinators official email.

Attached is the copy of the proposal for your reference.

This memorandum also serves as a travel order.

Immediate and wide dissemination of this Memorandum is highly anticipated.

ITO/ Training/Orientation on Technology for Economic Development (Tech4ED)
DM-178 /June 18, 2018

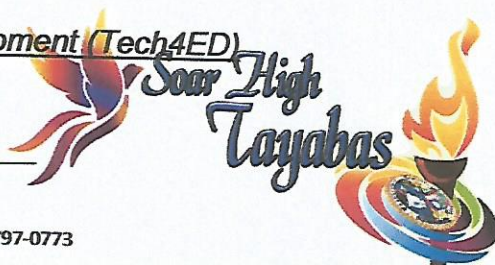
We are an emerging division where excellence is a habit and allegiance for quality is a pledge.

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DICT
DEPARTMENT OF INFORMATION
AND COMMUNICATIONS TECHNOLOGY

PROJECT PROPOSAL

I. EXECUTIVE SUMMARY

- a. PROJECT TITLE: ADOPTION OF TECH4ED PROJECT TO TAYABAS CITY PROVINCE SCHOOLS COMPLEMENTING THE DEPED COMPUTERIZATION PROGRAM OF TAYABAS CITY.
- b. PROJECT BENEFICIARY: SCHOOLS UNDER DEPED TAYABAS CITY
- c. PROJECT PROPONENT: SCHOOLS UNDER DEPED TAYABAS CITY
- d. IMPLEMENTING AGENCY: DEPED TAYABAS CITY
- e. COOPERATING AGENCY: DEPARTMENT OF INFORMATION AND COMMUNICATION TECHNOLOGY

II. RATIONALE:

The Department of Information and Communication Technology Office (DICT) promotes the use of ICT for economic development thru their project entitled ***Technology for Economic Development or Tech4ED***.

The Tech4ED Project aims to deliver the benefits of technology in rural communities nationwide by providing access to special content. It promotes grassroots development and opportunities for inclusive growth and poverty reduction. It will give communities access to information, communication, technology, government services, non-formal education, skills training, telehealth, job markets, and business portals.

Tech4ED services include eEduSkills - which delivers e-Learning on demand, skills training, Learning English Application for Pinoys and values formation; eAssist - which provides content on digital literacy, financial literacy, and ICT for career development and entrepreneurs; and eGovServ - which connects users to essential services from key government agencies.

The Department of Education Computerization Program of the Department of Education (DepEd) can use the Tech4ED project platform for **FREE** as added learning tool thereby enhancing said program. Students, teachers, and rural communities will surely benefit from the



Tech4ED project since the contents of the project are aligned to the thrust and programs of DepEd.

III. OBJECTIVES

a. GENERAL OBJECTIVE:

To promote socioeconomic development in communities thru Information and Communication Technology especially in the countryside.

b. SPECIFIC OBJECTIVE:

1. To adopt Tech4ED Program thus providing access to e-learning, online skills training, LEAP, values formation, online government services, digital literacy, financial literacy, ICT for career development of life long-learners and ICT for entrepreneurs;
2. To promote the use of ICT as an integral productivity tool for education;
3. To create interest among members of rural communities in the field of ICT; and
4. To establish a Tech4ED Center

IV. PROJECT DESCRIPTION

The project involves the strengthening of existing school laboratories and libraries and/or the establishment of Tech4ED Centers. It is envisioned that ICT facilities of schools equipment with computers and connectivity as it is envisioned that DEPED TAYABAS CITY thru its computerization program will provide at least three (3) units of desktop/laptop computers; appropriate furniture and fixture of 3 tables and chairs; one (1) unit router and Internet connection. DEPED TAYABAS CITY will provide access to the public for the use of assigned computers.

Moreover, DICT will provide the required trainings for Center Manager, Teachers and IT personnel who will access the Tech4ED platform, operate and maintain the Center.

As beneficiary, School will be responsible on the operation expenses of the Tech4ED Center and its security, invitation of target participants-trainees, promotion of the Center to community and neighboring areas.

V. STRATEGY/MECHANISM OF IMPLEMENTATION

a. TECHNICAL ASPECT



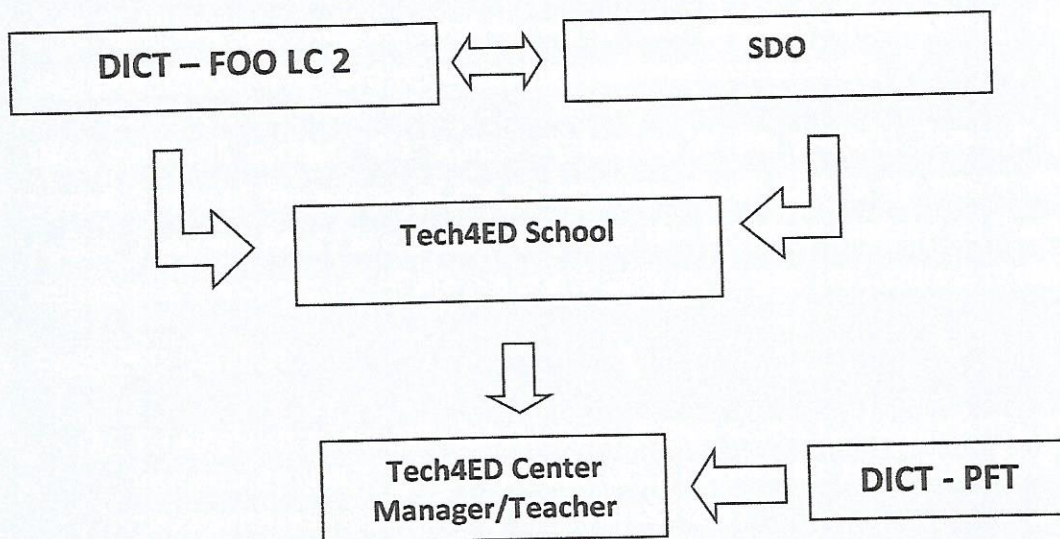
This project involves the strengthening of DepEd schools existing ICT equipped facilities and/or the establishment of the Tech4ED Centers. The School will provide three (3) units of desktop/laptops computers; 3 units computer tables with chairs; one (1) unit router and Internet connection. The School will provide public access to their existing computer laboratories.

The Department of Information and Communication Technology or DICT will give the list of needed equipment and materials including its specifications. They will also be responsible in its assembly and installation of the Tech4ED Program. Also, they will conduct the training of Center Manager, Teachers and IT personnel who will access the Tech4ED platform, operate and maintain the Center.

b. THE PROJECT BENEFICIARIES

The communities and Schools under the Department of Education Tayabas City Schools Division, Headed by Dr. Catherine P. Talavera

c. ORGANIZATIONAL AND MANAGEMENT ASPECT



The management of the Tech4Ed Center will be the responsibility of the School as stated in the Tech4ED MOA.

The Center Manager/Teacher/IT coordinator will be responsible for the day-to-day operation of the unit including the recording of the users who will make use of the

facility. He/She will also be responsible for the daily maintenance of the units such as cleaning, switching off the computers and covering it. The IT expert of the School, on the other hand, will take charge in the regular maintenance of the computers. Periodic maintenance, if needed, will be provided by DICT personnel such as updating and upgrading the Tech4ED platform.

d. FINANCIAL ASPECT

The three (3) units of desktop computers; 3 units computer tables with chairs; one (1) unit router; subscription to Internet connection; Will be part of the DEPED Computerization Program.

Access to the Tech4ED platform is Free. Please refer to Tech4ED MOA Section III – Responsibilities of Parties.

e. MONITORING AND EVALUATION

To monitor the number of users, The Center Manager will establish a log book. The School will be required to submit monthly reports to DICT following prescribed format.

DICT shall conduct regular monitoring of the project to determine the status of implementation of the project including problems encountered.

DICT Staff will conduct the annual evaluation of the project. They will provide the beneficiary with the results of the evaluation and will discuss recommended course of action. The beneficiary is expected to follow the recommendations as these are meant to improve the operation of the project to achieve its goal and address problems, if any.

VI. EXPECTED OUTPUT

1. To establish a Tech4ED Center that will give access to the students, teachers and community to ICT, government services, non-formal education, skills training, telehealth, job markets and business portals.
2. To encourage at least 30 users per month.



VII. WORKPLAN

ACTIVITIES	DAYS											
	1	2	3	4	5	6	7	8	9	10	11	12
Project Proposal preparation												
Submission of Project Proposal												
Presentation of Project												
Approval and MOA signing												
Determining School Readiness												
Training of Teachers												
Inauguration and Launching of the Tech4Ed Center												
Operation and Monitoring												