
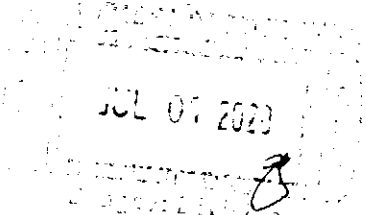
	<i>Republic of the Philippines</i> DEPARTMENT OF EDUCATION Cordillera Administrative Region SCHOOLS DIVISION of BENGUET Wangal, La Trinidad, Benguet Telefax: (074) 422-6570; (074)422-7501		Document Code: SDO-BENG-QF-OSDS-SDS-003 Revision: 00 Effectivity date: 09-10-2019
DIVISION MEMORANDUM <u>130</u> , S. 2020			Name of Office: SDO-OSDS

TO: Chief Education Supervisors, CID & SGOD
 Education Program Supervisors
 Public Schools District Supervisors/District Heads
 School Heads of Concerned Public Schools
 All Others Concerned



FROM: 
BENILDA M. DAYTACA, EdD, CESO VI
 OIC-Schools Division Superintendent

SUBJECT: SHOOTING FOR VIDEO MODULES/SUPPLEMENTARY VIDEOS

DATE: July 3, 2020


 JUL 07 2020

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1. As part of the preparation for ensuring the availability of various learning resources during the opening of the School Year 2020-2021 sans face to face learning as per Division Learning Continuity Operational Plan (LCOP), the Schools Division of Benguet shall embark on the production and eventual distribution of video modules/supplementary videos based on the Most Essential Learning Competencies (MELCs) in each learning area.
 2. As a crucial step in this undertaking, the shooting of these video modules/supplementary videos shall commence on July 13, 2020 onwards at the La Trinidad Central School, Poblacion, La Trinidad from 8:00 A.M.-5:00 P.M.
 3. In view of the declaration of Benguet as under General Community Quarantine (GCQ), however, the participants to this video shooting are the module developers from La Trinidad and nearby districts together with selected teachers from these nearby districts to be identified by the concerned Public Schools District Supervisors in coordination with the learning area EPSs and school heads.
 4. As per Division Memorandum No. 124, s. 2020, the supplementary videos aim to:
 - a. help learners in properly accomplishing the printed learning modules;
 - b. enable them to fully understand/grasp concepts of the lesson; and
 - c. help them attain or demonstrate the expected competency/competencies
 5. Having a maximum 15-minute span, each video which could be presented directly by the teacher or through visuals/animation may contain the following suggested parts:
 - 1) *Greetings (maximum of 30 seconds)*
 - 2) *Motivation which must be related to the lesson/topic*
 - 3) *Presentation either directly by the teacher or through visuals*
 - a. Introduction of the module and the expected competency/ies
 - b. Brief and clear discussion of the major concepts
 - c. In the case of Language subjects, video stories through animations or visuals may be added if these are included as texts in a particular module.
 - d. Presentation of clear instruction for every activity and presentation of clear example/s while giving at least 5 seconds gap in giving the correct answer/s

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- 4) *Clear description of how the learners would do the assessment and application parts*

6. Considering the foregoing suggested parts of the video, teacher-participants are expected to prepare appropriate written script/s per scene and the visuals to be presented during the actual video shooting. Sample scripts, which could be modified depending on the situation of the teacher, shall be shared by the different learning area Education Program Supervisors.

7. Snacks of teacher-participants during the shooting of videos shall be charged to SDO Benguet fund while their transportation and other incidental expenses shall be charged to their respective School MOOE subject to the usual auditing rules and regulations.

8. Teachers involved in this undertaking are entitled for corresponding service credits in accordance with existing guidelines.

9. Immediate dissemination of this memorandum to all concerned is enjoined.

CID/RAG/mbm

To be indicated in the Perpetual Index
 Under the following subjects:

LEARNING RESOURCES
 MELC-BASED FLEXIBLE LEARNING
 SUPPLEMENTARY VIDEOS
 VIDEO MODULES