

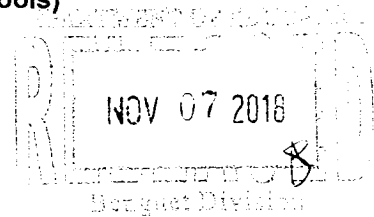


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|  | <p style="text-align: center;">Republic of the Philippines Department of Education Cordillera Administrative Region SCHOOLS DIVISION OF BENGUET Wangal La Trinidad, Benguet</p> |  | <p>Document Code: SDO-BENG-QF-OSDS-SDS-003 Revision: 00 Effectivity date: 09-03-2018</p> |
| <p>DIVISION MEMORANDUM NO: 277</p> | | <p style="text-align: center;">SGOD- YOUTH FORMATION</p> | <p style="text-align: center;">Name of Office: SGOD- YOUTH FORMATION</p> |

**TO: Chief SGOD and CID
All Public Schools District Supervisors and Coordinating Principals
Concerned Public Secondary School Heads (Senior High Schools)
Concerned Guidance Counselors
Concerned Senior High School Teachers/ Career Advocates**

FROM: MARIE CAROLYN B. VERANO, CESO VI
Schools Division Superintendent



SUBJECT: Submission of Career Guidance Program (CGP)- Monitoring Report Forms for Grades 11 and 12 (Modules 1-4)

DATE: 06 November 2018

1. Pursuant to the DepEd Memorandum No. 169 s.2018 dated October 31, 2018 entitled, "Implementation of the Grade 12 Career Guidance Modules" and the "Gender-Responsive Basic Education Policy (GRBEP) (DO 32 s. 2017), the Schools Division of Benguet- Schools Governance and Operations Division- Youth Formation Unit shall require all Senior High Schools to submit their **accomplished Career Guidance Program (CGP)- Monitoring Forms for Grades 11 and 12 (Modules 1-4) on or before November 23, 2018.**
2. The submission of reports was agreed upon during the Division Roll-out of CGP Modules last April and September 2018.
3. The School Guidance Counselors or designated Senior High School (SHS) Career Guidance Advocate shall accomplish the consolidated forms from all the sections of SHS in their respective school. Only four (4) Monitoring Report Forms for each Module per Grade level shall be submitted at the Division Office.
4. You may submit hard copies at the Division Office before the deadline. Scanned soft copies duly signed by the Guidance Counselor or SHS Career Guidance and noted and approved by the School Head may be submitted through this email address- joven.agtani@deped.gov.ph.
5. Attached is the template of the CGP Monitoring Report Form for your reference and use.
6. Immediate dissemination of and strict compliance with this memorandum is desired.

Career Guidance Program Monitoring Form

| | |
|------------------------|--|
| Name (optional) | |
| Region | |
| Division | |
| School | |
| Module No. ____ | |
| Date Conducted | |

Instructions: Indicate your rating for the following items below by putting a check (✓) in the box corresponding to your answer. **SDA** stands for **Strongly Disagree**, **DA** stands for **Disagree**, **N** for **Neutral**, **A** for **Agree**, and **SA** for **Strongly Agree**.

I. Learning Objectives

| Items | SDA | D | N | A | SA | NA |
|---|------------|----------|----------|----------|-----------|-----------|
| 1. The objectives of the modules were clearly understood | | | | | | |
| 2. The objectives of the modules were specific, achievable and relevant | | | | | | |
| 3. The expected results of the module were well-described. | | | | | | |
| 4. The objectives of the modules delivered were all achieved at the end of the session. | | | | | | |

II. Learning Content

| Items | SDA | D | N | A | SA | NA |
|--|------------|----------|----------|----------|-----------|-----------|
| 1. The learning content of the module is aligned with the objectives. | | | | | | |
| 2. The learning content of the module is suited to the needs of the learners. | | | | | | |
| 3. The learning content of the module is suited to the level of understanding of the learners. | | | | | | |
| 4. The assignment given is useful and complement the objectives of the module. | | | | | | |
| 5. The activities accommodate individual differences. | | | | | | |

III. Organization

| Items | SDA | D | N | A | SA | NA |
|--|-----|---|---|---|----|----|
| 1. The module is well-organized in terms of content and flow | | | | | | |
| 2. The activities in the module are sequenced in a logical manner. | | | | | | |
| 3. The time given in conducting the module is appropriate. | | | | | | |

IV. Learning Experience

| Items | SDA | D | N | A | SA | NA |
|---|-----|---|---|---|----|----|
| 1. The activities match the level of appreciation of the learners. | | | | | | |
| 2. The activities are challenging yet stimulating for the learners. | | | | | | |
| 3. The activities are completely aligned to the objectives. | | | | | | |
| 4. The activities are essential to the needs of the learners as they choose their tracks in Senior High School. | | | | | | |
| 5. The activities are easy to conduct but very meaningful. | | | | | | |
| 6. The Learning Materials needed in the module are easy to provide. | | | | | | |

Comments/Suggestions/Recommendations

Instructions: In 3-5 sentences, answer the given questions below. Write your answers on the blank provided.

1. What were the best features of the **content** of the module? Why?

2. What were the features of the **content** of the module which **need further improvement**? How could we improve them?

3. Other comments and suggestions



Republic of the Philippines
Department of Education

31 OCT 2018

DepEd MEMORANDUM
No. **169**, s. 2018

IMPLEMENTATION OF THE GRADE 12 CAREER GUIDANCE MODULES

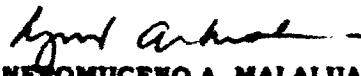
- To: Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Public Secondary School Heads
All Others Concerned
1. The Department of Education (DepEd) issues the enclosed **Career Guidance Modules** in support to the implementation of Grade 12 Career Guidance Program
 2. The objectives of the module are to:
 - a. apply academic and employment readiness skills in work-based learning situations such as internships, shadowing or mentoring; and
 - b. determine a clear directional exit after senior high school.
 3. The modules were rolled-out nationwide during the National Training of Trainers and Mass Training of Teachers and Career Advocates. The modules shall be delivered by the class adviser during the weekly Homeroom Guidance between September 2018 to March 2019. The school heads/principals, through the Youth Formation Coordinators in close coordination with the school guidance counselors/coordinators/advocates, shall ensure and supervise the implementation of the career guidance modules
 4. The schools shall deliver four modules each semester. The Modules 1 to 4 for the first semester and Modules 5 to 8, for second semester. However, the adviser has still the leeway on the schedule of the conduct of the modules. Close coordination between Grade 12 advisers shall be done, should there be different advisers for the first and second semesters. The school guidance counselors or designated guidance coordinators shall assist the advisers and make the necessary arrangement on the conduct of the modules.
 5. The Grade 12 Career Guidance Modules contain the following eight titles
 - a. Entering the Exits;
 - b. Discovering the Cs;
 - c. The Choice of Choosing;
 - d. Myself in Another Person's Shoes;
 - e. Future Combo, Activate!;
 - f. Keep Me Balanced!;
 - g. Version of Me 2.0, and
 - h. Ready to Take Off!

6. The school guidance counselors or designated guidance coordinators/ advocates shall accomplish the Monitoring Report Form provided in the enclosure. The report shall be submitted to the Division Youth Formation Coordinators (YFC) for consolidation. The designated Division YFC of Schools Governance Operations Division shall submit the division consolidated report to the regions. The designated Regional YFC from the Education Support Services Division shall submit the regional consolidated report to the Bureau of Learner Support Services- Youth Formation Division (BLSS-YFD). Soft copies shall be submitted to blss.yfda@deped.gov.ph in November 2018 for the first semester and on the second week of April 2019.

7. The modules can be accessed through the DepEd Learning Resource Portal.

8. Expenses for the supplies related to the conduct of the career guidance modules shall be charged to the downloaded funds subject to the usual accounting and auditing rules and regulations.

9. Immediate dissemination of this Memorandum is desired.


ATTY. NEPOMUCENO A. MALALUAN
Undersecretary
Officer-in-Charge

Encl.:

As stated

References:

DepEd Memorandum Nos. 8 and 165, s. 2017

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

MANUAL
POLICY
PROGRAMS
REPORTS
SCHOOLS
SENIOR HIGH SCHOOL
TEACHERS