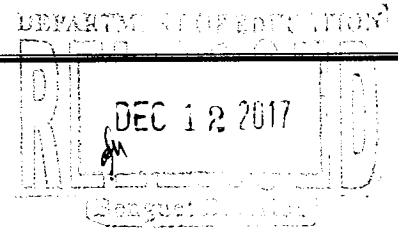


Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
 Cordillera Administrative Region  
**SCHOOLS DIVISION OF BENGUET**  
 Wangal, La Trinidad, Benguet 2601



Office of the SDS: (074) 422-6570 (telefax); Administrative Office: (074) 422-3790; Accounting Office: (074) 422-7501; Supply Office: (074) 424-2863; Lobby/Officer of the Day: (074) 422-2001



**DIVISION MEMORANDUM**  
 No. 329 s. 2017

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

**FROM:** *[Signature]*  
 MARIE CAROLYN B. VERANO, CESQ VI  
 Schools Division Superintendent

**SUBJECT:** Implementation of Grade 11 Career Guidance Program, School Year 2017-2018

**DATE:** December 11, 2017

1. Pursuant to the DM 165 s. 2017 also known as the Implementation of Grade 11 Career Guidance Program, the Schools Division of Benguet shall conduct the implementation of the **Career Guidance Modules to all sections of Grade 11 Senior High Schools during the Second Semester 2017-2018.**
2. The Career Guidance aims to:
  - a. apply decision-making skills to career planning course selection and career transitions and;
  - b. realize that the changing workplace requires lifelong learning and acquiring new skills.
3. The modules were rolled-out during the Regional Mass Training of Guidance Counselors, Senior High Teachers and Career Advocates as per RM No. 351 s. 2017.
4. These modules shall be delivered by the Class Advisers or Guidance Counselors. Below is the schedule (as agreed during the Regional Mass Training)

CGP Modules	Implementation date/s	Submission of Reports (Division)
Modules 1-4	December 11, 2017 to January 10, 2018 <i>(schedule will depend on the discretion of school duly approved by the School Head)</i>	January 11-12, 2018
Modules 5-8	January 22- March 2, 2018 <i>(schedule will be distributed within scheduled dates)</i>	March 19-21, 2018

5. The school Guidance Counselors or Career Guidance Advocates shall accomplish the Monitoring Report Form provided in Enclosure No. 1. The report shall be submitted to the Division Youth Formation Coordinator (YFC) for consolidation.
6. The modules can be accessed through the DepEd Learning Resource Management and Development System (LRMDS)
7. Expenses related to the conduct of Career Guidance Program shall be charged against local funds or to the School MOOE (RM. 165 s.2017) subject to usual accounting and auditing rules and regulations.
8. Immediate dissemination of and strict compliance with this memorandum is desired.

## Career Guidance Program Monitoring Form

<b>Name (optional)</b>	
<b>Region</b>	
<b>Division</b>	
<b>School</b>	
<b>Module No. ____</b>	
<b>Date Conducted</b>	

**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

---

---

---

---

---