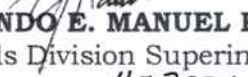





Republic of the Philippines
Department of Education
Region II – Cagayan Valley
SCHOOLS DIVISION OF NUEVA VIZCAYA

UNNUMBERED MEMORANDUM

TO: Assistant Schools Division Superintendent
Chief ES, CID /SGOD
Education Program Supervisors
Public Schools District Supervisors/District In-charge
Public Secondary School Heads
All Others Concerned

FROM:  **ORLANDO E. MANUEL PhD, CESO V**
Schools Division Superintendent
11-2024-427 

DATE: December 3, 2024

SUBJECT: **PARTICIPANTS IN THE ARTIFICIAL INTELLIGENCE (AI)
IMMERSION DAY FOR TEACHERS (UPDATED QUALIFICATIONS
FOR TEACHER-PARTICIPANTS AND PROGRAM ACTIVITIES**



1. With reference to DepED Memo DM-OUHROD-2024-3407 and RM No. 485, s. 2024, this office is pleased to announce the select participants in the National Artificial Intelligence (AI) Immersion Day for Teachers (Updated Qualifications for Teacher-participants and Program of Activities) on December 9, 2024, to be held at Microsoft Office, 11/F One Ayala West Tower, Ayala Avenue, Makati City.
2. The following are the participants in the said training;

Voltaire S. Jacinto – Science Teacher, NVGCHS
Deo P. Urbano – Mathematics Teacher, Murong NHS
3. The participants' travel expenses, accommodation, per diem and other incidental expenses shall be charged to the school MOOE or any other local funds subject to usual auditing and accounting rules and regulations.
4. For information, guidance, and compliance.



Address: Quezon St., Don Domingo Maddela, Bayombong, Nueva Vizcaya
Telephone Nos.: (078) 362-0106, 09171589946
Email Address: nuevavizcaya@deped.gov.ph
Website: www.deped-nv.com.ph



November 29, 2024

REGIONAL MEMORANDUM

No. 485, s. 2024

PARTICIPANTS TO THE ARTIFICIAL INTELLIGENCE (AI) IMMERSION DAY FOR TEACHERS (UPDATED QUALIFICATIONS FOR TEACHER-PARTICIPANTS AND PROGRAM OF ACTIVITIES)

To: Schools Division Superintendents

1. With reference to DepEd Memo DM-OUHROD-2024-3407, the Department of Education, through the National Educators Academy of the Philippines (NEAP), will conduct the **Artificial Intelligence (AI) Immersion Day** for on December 9, 2024, 9:00 am - 4:30 pm at Microsoft Philippines Office, 11/F One Ayala West Tower, Ayala Avenue, Makati City.

2. The *AI in Education Immersion Day* has the following objectives:

- Provide teachers with a comprehensive understanding of AI and its various functionalities;
- Inspire teachers with the possibilities that AI offers for enhancing educational experiences; and
- Empower teachers with practical knowledge and skills to integrate AI into their teaching practice and performance of ancillary tasks.

3. The updated required criteria/qualifications for the teacher-participants are as follows:

- Technical Background* - Grades 4-12 teachers; Teachers of various subjects from various schools
- Digital Literacy* - With basic proficiency in the use of Microsoft Office; applications (Word, Excel, PowerPoint) and familiarity with Microsoft Teams; Must have active DepEd Office 356 accounts and Teams; Must bring their own laptops/device
- Interest in Technology Integration* - - Has demonstrated interest in incorporating technology into teaching practices, such as previous participation in tech workshops or digital learning initiatives
- Professional Development* - With participation in professional development programs focused on educational technology

Note: Microsoft Innovative Educator Experts and Microsoft Education Ambassadors are encouraged to participate in this Immersion Day.

- Collaboration* - Has experience in collaborative teaching or team-based educational projects;



Doc Code	FM-ORD-009	Rev.	00
As of	July 2, 2018	Page	1



4. The SDOs are requested to submit the names and profiles of their nominated teacher-participants based on the given slots to hrdd.region2@deped.gov.ph and completing the registration link which can be accessed through <https://tinyurl.com/AimEDRegistrationLink> on or before **02 December 2024**.

Division	No of Slot
Batanes	1
Cagayan	2
Cauayan City	1
City of Ilagan	1
Isabela	2
Nueva Vizcaya	2
Quirino	1
Santiago City	1
Tuguegarao City	1
Total	12

5. The participants' travel expenses, accommodation, per diem, and other incidental expenses shall be charged against their respective Schools Division Office Human Resource Development (SDO HRD) Fund, subject to the usual accounting and auditing rules and regulations.

6. Attached to this Memorandum Matrix of Activities (*Enclosure 2*) for reference and guidance.

7. For questions and concerns, contact Ms. Claribel B. Calagui, Education Program Specialist II or Ms. Isidra L. Nicolas, Senior Education Program Specialist of the HRDD-NEAP at 09266056343 or thru email at hrdd.region2@deped.gov.ph.

8. For immediate dissemination, compliance and appropriate action.



BENJAMIN D. PARAGAS PhD, CESO III
 Director IV/Regional Director

References: Unnumbered Memorandum DM-OUHROD-2024-3407

Encl: As stated

To be indicated in the Perpetual Index under the following:

EDUCATION
 PROGRAM
 TRAINING



Republika ng Pilipinas

Department of Education

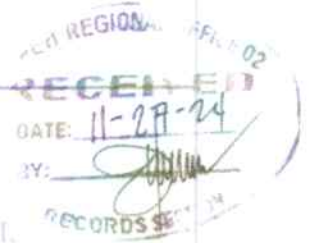
OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

DepEd Regional Office No. 02




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Date Created 11/27/2024



MEMORANDUM
DM-OUHROD-2024-3407

TO Concerned Regional Directors (NCR, CAR, Region I, Region II, Region III, Region IV-A, Region IV-B, and Region V)
Schools Division Superintendents
HRDD Chiefs/NEAP R Focal Persons
All Others Concerned

FROM 
WILFREDO E. CABRAL
Undersecretary
Human Resource and Organizational Development

SUBJECT **AMENDMENT TO DM-OUHROD-2024-3405: ARTIFICIAL INTELLIGENCE (AI) IMMERSION DAY FOR TEACHERS (UPDATED QUALIFICATIONS FOR TEACHER-PARTICIPANTS AND PROGRAM OF ACTIVITIES)**

DATE 27 November 2024

- In line with the commitment of the Department of Education to provide continuous professional development for teachers to enhance their skills and competencies, including the adoption of digital tools and technologies to improve teaching and performance of ancillary tasks, the National Educators Academy of the Philippines (NEAP) and the Microsoft Philippines will conduct the **Artificial Intelligence (AI) Immersion Day for Teachers** on **09 December 2024, 9:00 a.m. – 4:30 p.m.** at **Microsoft Philippines Office, 11/F One Ayala West Tower, Ayala Avenue, Makati City.**
- The *AI in Education Immersion Day* has the following objectives:
 - Provide teachers with a comprehensive understanding of AI and its various functionalities;
 - Inspire teachers with the possibilities that AI offers for enhancing educational experiences; and
 - Empower teachers with practical knowledge and skills to integrate AI into their teaching practice and performance of ancillary tasks.
- The activity will target **One Hundred (100) teachers** across eight (8) regions in Luzon, with details of allocation as follows:

Region	No. of Participants
NCR	13
CAR	15
I	13



II	12
III	12
IV A	13
IV B	12
V	12
Total	100

4. The updated required criteria/qualifications for the teacher-participants are as follows:

- | | |
|--|--|
| a. <i>Technical Background</i> | Grades 4-12 teachers
Teachers of various subjects from various schools |
| b. <i>Digital Literacy</i> | With basic proficiency in the use of Microsoft Office applications (Word, Excel, PowerPoint) and familiarity with Microsoft Teams
Must have active DepEd Office 356 accounts and Teams
Must bring their own laptops/device |
| c. <i>Interest in Technology Integration</i> | Has demonstrated interest in incorporating technology into teaching practices, such as previous participation in tech workshops or digital learning initiatives |
| d. <i>Professional Development</i> | With participation in professional development programs focused on educational technology
<i>Note: Microsoft Innovative Educator Experts and Microsoft Education Ambassadors are encouraged to participate in this Immersion Day.</i> |
| e. <i>Collaboration</i> | Has experience in collaborative teaching or team-based educational projects |

5. Based on the above, **the concerned Regional Offices**, through the HRDD Chiefs/NEAP R Focal Persons, **are requested to submit the names and profiles of their nominated teacher-participants** by completing the registration sheet which can be accessed through the link <https://tinyurl.com/AtzBkxg> **on or before 02 December 2024**.

6. Please see enclosure for the *AI Immersion Day for Teachers - Program of Activities*.

7. The participants' travel expenses, accommodation, per diem, and other incidental expenses shall be charged against Schools Division Office Human Resource Development (SDO HRD) Fund, subject to the usual accounting and auditing rules and regulations.

8. Should you have questions or concerns, please coordinate with **Mr. Marvin DJ. Villafuerte**, Senior Education Program Specialist, NEAP Professional Development Division, through email marvin.villafuerte@deped.gov.ph and/or landline (02) 8715-9919.

9. For immediate dissemination and appropriate action.

Copy furnished:

OFFICE OF THE SECRETARY

ATTY. REVSEE A. ESCOBEDO

Undersecretary for Operations

