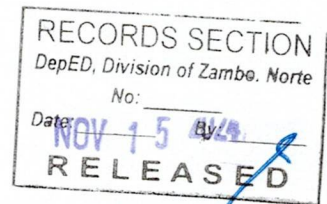




Republic of the Philippines
Department of Education
Region IX - Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE




November 15, 2024

Division Memorandum
No. 624 S. 2024

**Training Workshop on the DepEd Computerization Program (DCP) and
the Use of Microsoft Office 365 applications**

To: Public Schools District Supervisors
Elementary/Secondary School Heads
All other concerned
This Division

1. The Information and Communication Technology Unit (ICTu) of this Office will conduct a live-in Training Workshop on the DepEd Computerization Program (DCP) and the Use of Microsoft Office 365 Applications on **November 24 to 27, 2024**, at **Manuel Resort**, Piñan, Zamboanga del Norte. The first meal will be dinner on November 24, and the last meal will be lunch on November 27.
2. This workshop aims to provide educators and DepEd personnel with essential skills and knowledge to integrate technology effectively into teaching and administrative functions through the DCP. The training will cover various Microsoft Office applications, including Word, PowerPoint, Excel, OneNote, MS Teams, Reading Progress, Search Coach, and OneDrive. Through a combination of lectures, hands-on sessions, and collaborative exercises, participants will develop skills to utilize these tools for enhancing teaching, learning, and administrative processes in their respective schools.
3. The participants for this training are the School Heads and School ICT Coordinators. Attached is the allocation of participants per identified school (Annex A).
4. Participants are requested to bring laptops and extension cords for the hands-on activities. Travel and other incidental expenses incurred by participants will be charged to local school funds.
5. For inquiries, please contact Division ITO Julius Belagantol at julius.belagantol@deped.gov.ph.
6. Immediate dissemination of this memorandum is desired.


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**Annex A –Training Workshop on the DepEd Computerization Program (DCP)
and the Use of Microsoft Office 365 applications**

#	DISTRICT	SCHOOL ID	NAME OF SCHOOL	Pax
1	Bacungan	303675	Tinuyop National High School	2
2	Bacungan	303673	Palandok National High School	2
3	Baliguian	303677	Baliguian National High School	2
4	Godod	314115	Sianan National High School	2
5	Godod	303685	Raba National High School	2
6	Gutalac I	303687	Canuto Enerio National High School	2
7	Gutalac I	314124	Gutalac National High School-Panganuran Ext.	2
8	Gutalac II	501157	Pitawe Integrated School	2
9	Gutalac II	303688	Gutalac National High School Mamawan - Annex	2
10	Kalawit	502330	Daniel Maing Integrated School	2
11	Kalawit	303693	Tugop National High School	2
12	Katipunan I	501156	Bulawan Integrated School	2
13	Katipunan I	314104	Matam National High School	2
14	Katipunan II	303698	Don Teotimo Z. Ochotorena National High School	2
15	Katipunan II	303727	Seres National High School	2
16	La Libertad	303704	La Libertad National High School	2
17	Labason	502208	Labason Integrated School	2
18	Labason	303751	Malintubuan National High School	2
19	Liloy I	314127	Liloy National High School Ext. - Patawag	2
20	Liloy I	303707	COMPRA NATIONAL HIGH SCHOOL	2
21	Manukan I	303681	Bartolome Aripal Memorial National High School	2
22	Manukan I	303710	Manukan National High School	2
23	Manukan II	314102	Don Jose Aguirre National High School	2
24	Manukan II	303752	Jesus A. Ramos National High School	2
25	Mutia	314119	Mutia National High School Extension - Alvenda	2
26	Mutia	303714	Mutia National High School Annex - Tubak	2
27	Piñan	303679	Dilawa National High School	2
28	Polanco I	314105	Polanco National High School Ext. - Isis	2
29	Polanco I	314110	Polanco National High School Ext. - Lingasad	2
30	Polanco II	303717	Sianib National High School	2
31	Polanco II	303718	Silawe National High School	2
32	Ponot	303680	Dinasan National High School	2
33	Ponot	303709	Manawan National High School	2
34	Rizal	303726	Sebaca National High School	2
35	Roxas I	303705	President Manuel A. Roxas National High School	2
36	Roxas II	303682	Dohinob National High School	2
37	Roxas I	314123	Lipakan National High School	2
38	Salug I	303676	Balakan National High School	2
39	Salug I	303721	Salug National High School	2
40	Salug II	314114	Binoni National High School	2
41	Sergio Osmeña I	314106	Sergio Osmeña National High School Ext. - Bagong Baguio	2

42	Sergio Osmeña I	303724	San Jose National High School	2
43	Sergio Osmeña II	314126	Marapong National High School	2
44	Siayan	303731	Diongan National High School	2
45	Siayan	306071	DATAGAN National High School	2
46	Sibuco	501730	Lintangan Integrated School	2
47	Sibuco	303708	Malayal National High School	2
48	Sibutad	303694	Kanim National High School	2
49	Sibutad	303695	Sawang National High School	2
50	Sindangan Central	303738	Sindangan National Agricultural Integrated School	2
51	Sindangan North	314111	Lapero National High School	2
52	Sindangan North	501210	Doña Natividad L. Macias Integrated School	2
53	Sindangan South	303683	Dumalogdog National High School	2
54	Sindangan South	314117	Bartolome C. Lira, Sr. National High School Ext. - Sias	2
55	Siocon	500240	Siay Integrated School	2
56	Siocon	303741	Sta. Maria National High School	2
57	Sirawai	303742	Sirawai National High School	2
58	Sirawai	303744	Sirawai National High School Annex - Piacan	2
59	Tampilisan	303746	Galingon National High School	2
60	Tampilisan	303747	New Dapitan National High School	2
61	Bacungan	303674	Bacungan National High School Annex - Talinga	2
62	Baliguian	314108	Alam Mudja Sai National High School	2
63	Godod	303684	Godod National High School	2
64	Gutalac I	303686	Gutalac National High School	2
65	Gutalac II	314122	Gutalac National High School Ext. - Tipan	2
66	Kalawit	314116	Gatas National High School	2
67	Katipunan I	303696	Katipunan National High School	2
68	Katipunan II	303697	Basagan National High School	2
69	Labason	314128	MATIAS RANILO C. NATIONAL HIGH SCHOOL	2
70	Piñan	303715	Piñan National High School	2
71	Polanco II	303725	San Pedro National High School	2
72	Ponot	303719	Ponot National High School	2
73	Rizal	303720	Rizal National High School	2
74	Roxas I	303712	Marupay National High School	2
75	Salug II	303671	Bacong National High School	2
76	Sergio Osmeña II	303723	San Isidro National High School	2
77	Siayan	303732	Gunyan National High School	2
78	Sibuco	303734	Sibuco National High School	2
79	Sibutad	303737	Sibutad National High School	2
80	Sindangan North	303729	Siari John H. Roemer National High School	2
81	Sindangan South	303678	Bartolome Lira, Sr. National High School	2
82	Siocon	314109	Canatuan National High School	2
83	Sirawai	303743	Dacon National High School	2
84	Tampilisan	303749	Tininggaan National High School	2
85	Program Management Team			7
Total				175