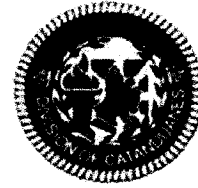





Republic of the Philippines
Department of Education
Region V(Bicol)
SCHOOLS DIVISION OF CATANDUANES
Virac, Catanduanes

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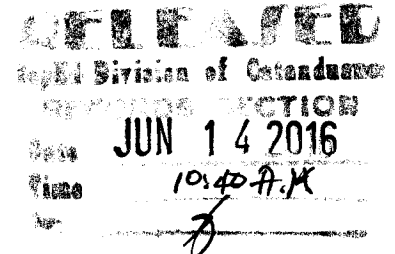
MEMORANDUM

TO: Elementary School Heads
Secondary School Heads
Interested Teachers

FROM: 
SOCORRO V. DELA ROSA, CESO VI
Schools Division Superintendent

SUBJECT: INVITATION TO ATTEND MICROSOFT TRAINING ON TEACHING WITH TECHNOLOGY

DATE: June 14, 2016



Microsoft Educator Community through the Microsoft Ambassadors 2016 would like to invite interested School Heads and Teachers to attend a **one-day training to interested school heads and teachers** in the Division on **June 25, 2016(Saturday)** at SDO Conference Hall A. This training aims to provide information to teachers on the proper use of technology for teaching and learning and helping them to become more effective, efficient, and engaged with their students.

Participants must possess basic knowledge/skills in using MS Office Applications (Word, PowerPoint & Excel) and advised to bring the following:

1. Laptops with Windows 8 and above(OS) and MSOffice Applications versions 2013 and above installed; and
2. Pocket Wifi(Globe/Smart/Sun)

For queries and submission of the list of participants is due on **June 22, 2016**, just visit the **Schools Division Office/IT Section c/o Ms. Jennifer B. Metica - Information Technology Officer-I**.

For information and guidance.