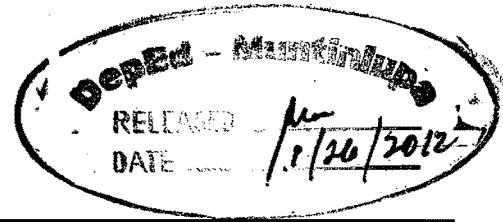




Republic of the Philippines  
Department of Education  
National Capital Region  
DIVISION OF CITY SCHOOLS  
Muntinlupa City



DIVISION MEMORANDUM

NO. 078 s.2012

To: **Division Supervisors and Coordinators (English, Science Math, Filipino, Social Studies)/ Public Elementary and High School Principals/ Officer-in- Charge / School ICT Coordinators (SES,IESA,MNHS,MSHS,MBHS,PEDHS,MNHS-Annex) /Selected Teachers of Virtual Campus**

Subject: **Virtual Campus Training (Content Loading and Teaching Live)**

Date: **24 January 2012**

1. This is to inform the field that there will be a Virtual Campus Training (Content Loading and Teaching Live) on 27 January 2012 at Pedro E. Diaz High School (PEDHS) from 8 am to 12 pm.
2. Schedule of Training:

Time	Activity	Attendees
8:00-8:30	Preliminaries	Registration
8:30-9:30	Content/ Competency Deliberation	VC Users, Supervisors
9:30-10:00	Content/ Competency Loading on Virtual Campus System	
10:00-11:00	Teach Live by Subject Area (Output performance)	VC Users, Supervisors, Principals
11:00-12:00	Wrap up	All

3. The trainings aims to:
  - a. Develop teachers' knowledge and skills in the usage and application Virtual Campus in actual teaching and learning.
  - b. Collaborate with Division Education Supervisors and fellow participants in developing and uploading content/ competency on Virtual Campus System online.
  - c. Perform actual teaching online using Virtual Campus with selected students real time.
4. Participants must **bring their own Laptop or School ICT Laptop.**
5. Participants must bring their own lunch but a snack is to be provided.
6. For immediate and wide dissemination.

  
**DOMINICO C. IDANAN, Ed.D.**  
Officer-In-Charge

Office of the Schools Division Superintendent