



Republic of the Philippines  
**Department of Education**  
REGION CAR

SCHOOLS DIVISION OF MOUNTAIN PROVINCE

**Office of the Curriculum implementation Division  
Learning Resource Management Section**

Division Memorandum

No. 113 Series 2020

To: Public Schools District Supervisors  
Education Program Supervisors  
School Heads/ Teachers

From: **FEDERICO P. MARTIN, CEEd, EdD, CESO V**  
Schools Division Superintendent

Subject: **Reminders on the Evaluation, Finalization and Submission of Modules**

Date: August 3, 2020

DEP-ED Mt. Province  
OFFICE OF THE SCHOOLS DIVISION  
SUPERINTENDENT  
**RELEASED**  
By: \_\_\_\_\_  
Date: AUG 04 2020

1. The conduct of the Survey of Possible Teaching Delivery Modalities to be applied this New Normal shows that the use of modular instruction is the majorities' preference.
2. The preparation of modules is believed to be the sole remedy to reach out the learners considering the problems on signal, availability of gadgets, loads and others that hinder online learning.
3. Answers of some current issues regarding the evaluation, finalization and submission of teacher-made modules are as follows:
  - a. Pretest – the learner will undergo all the activities in the modules whether he/ she will get a perfect score in the pre-test or not. Therefore, the instruction regarding this should be excluded in the introduction part of the module.
  - b. Pre-evaluation of modules should be thoroughly done and not just by compliance.
  - c. Submission of modules for evaluation is not anymore done electronically. Hence, modules that are not yet uploaded will be printed ready for evaluation. Downloading and printing are taking much time. Likewise, submission of modules may not necessarily follow the process flow that was disseminated earlier to facilitate the processes.
4. Include our Assistant Schools Superintendent in the Acknowledgment;  
  
Virginia A. Batan, CESE  
OIC, Assistant Schools Division Superintendent
5. PSDSs to help in the following tasks;
  - a. Determine the following for us to know how many copies will be reproduced in each module;
    1. How many schools will be using each module
    2. How many copies to reproduce based on the enrolment
    3. How many pages are there in the main part only (excluding the front and back matters) per module
  - b. Prepare for a ready to print (final) modules in CD/ USB by grade level.
  - c. Limited reproduction is done in the division office. The schools are expected to allocate a budget for module reproduction.
6. Diligent compliance to this memorandum is enjoined.