



Republika ng Pilipinas  
**Kagawaran ng Edukasyon**  
Tanggapan ng Pangalawang Kalihim

**MEMORANDUM**  
1 February 2019

For: **Secretary Leonor Magtolis Briones**  
**Undersecretaries and Assistant Secretaries**  
**Bureau and Service Directors**  
**Regional Directors, ARMM Regional Secretary**  
**Schools Division Superintendents**  
**Public School Heads / Principals**  
**ALS Supervisors and Coordinators**  
**Information Technology Officers**  
**CLMD and CID Chiefs**  
**All Others Concerned**

Subject: **INVITATION TO THE *DEPED CYBER EXPO*<sup>TM</sup>**

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The Department of Education (DepEd), through this Office and the Information and Communications Technology Service, shall hold the ***DepEd Cyber Expo*<sup>TM</sup>** on **12-14 March 2019** (exclusive of travel time) at the **Philippine International Convention Center, CCP Complex, Pasay City**.

With the theme *DRIVE 2019: Digital Rise of Philippine Education*, this three-day conference and exhibition event will serve as a platform for learners, teachers, stakeholders, and government officials to showcase their IT-enabled products, achievements, experiences, best practices, and innovations. New finds from all over the world will also be presented and discussed.

The Cyber Expo will provide attendees opportunities to:

1. Showcase up-to-date tools and methods in using technology to support the K-12 Curriculum and the teaching-learning process;
2. Emphasize the achievement of learners in creatively expressing and sharing their knowledge in ICT;
3. Inspire learners to use technology in solving local problems;

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**Office of the Undersecretary for Administration**

(Administrative Services, Information and Communications Technology, Disaster Risk Reduction and Management, Schools Health, Youth Formation, Baguio Teachers' Camp, Education Facilities/School Buildings)  
Department of Education, Central Office, Meralco Avenue, Pasig City  
Room 519, Mabini Building; Mobile: +639260320762; Landline: +6326337203, +6326376207  
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4. Prepare for the impact of the 4<sup>th</sup> Industrial Revolution and what this means for our learners' future careers and their sensitivity to local and community problems; and
5. Broaden perspectives on the emerging pedagogies and innovative strategies for the development of Philippine education.

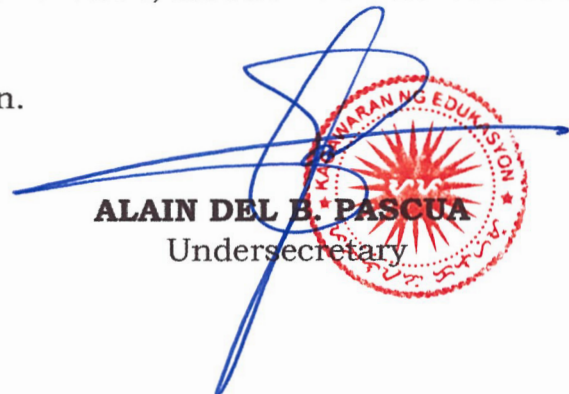
All concerned in the Central Office, Regional Offices, Division Offices, and Schools are hereby requested to send attendees to this event based on the identified number and positions in the attached *List of Expected Attendees*. Identified attendees are expected to log on to <http://deped.in/DepEdCyberExpo2019> and fill out the registration form on or before **15 February 2019**.


Board and lodging of selected attendees shall be charged to DCP 2018 Funds, while travel expenses, honoraria, contingency, and incidental expenses of the same shall be charged against DCP 2019 Funds, subject to existing accounting and auditing rules and regulations.

All other information can be found in the attached *Administrative Note and Quick Guide*. Advisories, if any, may be issued anytime before the event.

For inquiries or concerns, please contact **Mr. Gerard Joseph Atienza** of the Organizing Committee thru landline **(02) 633-7264**, mobile **+63 926-671-7913**, or via email [cyberexpo@deped.gov.ph](mailto:cyberexpo@deped.gov.ph) .

For immediate and appropriate action.

  
**ALAIN DEL B. PASCUA**  
Undersecretary



# DepEd Cyber Expo™

Administrative Note and Quick Delegate's Guide

**DRIVE 2019: Digital Rise of Philippine Education**

**12-14 March 2019 | Philippine International Convention Center, CCP Complex, Pasay City**

## Delegates from the Field Offices

Field offices shall identify the following attendees for the entirety of the event: **three (3) Regional Delegates, five (5) Regional Awardees, and three (3) Division Delegates**. Details are enclosed in **Attachment 2: List of Attendees and Schedule of Activities**.

## Explorer Learners and Teachers from Metro Manila

Senior High School (SHS) learners and teachers from Metro Manila will be selected to attend the first day of the event. These learners and their chaperons will join the first day of the event as **Explorers**, who will have the chance to interact with experts and top leaders in ICT, technology, and education; immerse in and experience the latest tools and methodologies; and inspire one another to excel in innovating and solving community problems with technology.

A separate advisory-invite will be sent to DepEd National Capital Region with details on the attendance of Explorers. Attendance of all learners (including Awardees and Explorers) are subject to existing policies on off-campus activities (DepEd Order 66, s. 2017, *Implementing Guidelines on the Conduct of Off-Campus Activities*).

## Official Business Declaration

Target attendees are listed in **Attachment 2: List of Attendees and Schedule of Activities**; their attendance shall be on **official business**. **NO REGISTRATION FEES** shall be collected to attend this event; however, this event is **STRICTLY BY INVITATION ONLY**.

## Registration

Lead by the Regional Office (RO), each Schools Division Office (SDO) in the National Capital Region (NCR) and supported by the public SHSs, shall identify up to 250 learners with five teachers as chaperons (one teacher or school head per 50 learners). NCR RO thru the SDOs, will facilitate the collection of the names of learners and teachers joining the event by filling in the *Explorers' Database* in Google Sheets <http://deped.in/CyberExplorers2019>. This link shall be accessible to the NCR Regional and Division ITOs only; this must be filled out on or before **11:59 PM, 18 February**.

All other attendees (including Awardees and their Teacher/Coach/School Head) must sign up by visiting <http://deped.in/DepEdCyberExpo2019> and filling out the pre-registration form on or before **11:59 PM, 15 February**. Those who fail to do so shall be considered **walk-in attendees**, who must sign up on site but may lose guaranteed meals and hotel rooms and therefore may have to shoulder their own meals and accommodations.

Replacement of attendees should be backed by documents and is subject to approval of the organizers; any requests for replacements must be sent to the Organizing Committee by **11:59 PM, 1 March**.

## Dress Code

All attendees must observe the following dress codes throughout the event.

### Day 1 (12 March): **Business Formal (mandatory)**

- For men: Dress shirt, suit and tie, or long-sleeved barong; dress slacks or trousers; dress shoes
- For ladies: Blouse and blazer; dress slacks, trousers, or skirts; dress shoes
- For learners: School uniforms (preferably gala uniforms, if available)

### Days 2 and 3 (13-14 March): **Smart Casual (Business Casual optional)**

- For men: All shirts with collars, including dress and polo shirts; casual slacks, trousers, and jeans without holes or frays; dress or casual slip-on or tie shoes
- For ladies: All shirts with collars, including blouses and polo shirts; casual slacks, trousers, and knee-length skirts; dress or casual slip-on or tie shoes, and dress sandals
- Regional/Division/School uniforms are highly encouraged

## Accommodation

Only Delegates, Awardees (including their Teacher/Coach/School Head), and VIPs shall be offered complimentary hotel accommodations, which shall be charged against 2018 DCP Funds; these are advised to check in at their assigned hotels starting **02:00 PM, 11 March**; latest check-out date is at **12:00 PM, 15 March**.

The Organizing Committee **will not** provide hotel accommodation for **Explorer**, who will attend only on **12 March**.

## Travel Arrangements

Travel expenses of Delegates from ROs, SDOs, and schools shall be downloaded to their respective ROs or SDOs, charged against DCP 2019 Funds; travel of CO personnel, honoraria, contingency, and incidental expenses for all activities during the event shall be charged against the same; travel expenses of Explorers, however, shall be charged to local funds; all subject to accounting and auditing rules and regulations.

CO-, RO-, SDO-, and school-based Delegates must have travel permits to attend this event; while school heads shall arrange the necessary substitution of work and other teaching duties of teacher-participants to ensure that there will be no interruptions in the daily classroom and school activities.

## Meals

All hotels shall offer complimentary breakfast to checked-in delegates within their premises; lunch, snacks, and dinner during the event shall be served at the venue. First meal service for delegates shall be **dinner on 11 March** and last meal service shall be **breakfast on 15 March**.

Explorers shall be offered **morning snacks, lunch, and afternoon snacks**, which will be served at the venue, **on 12 March**.

## General Information

All attendees may bring in their laptops, mobile phones, and other electronic devices; they must bring in their own chargers and their own power strips.

All learners **MUST NEVER** leave the venue premises during the event; coach and chaperon teachers, may not necessarily be held liable for the actions of learners, must still exercise due diligence and ensure that this rule is strictly enforced.

Attendees are advised to mind their belongings and make necessary precautions to ensure their personal safety, as the Organizing Committee **CANNOT** and **WILL NOT** be held liable for any property loss or damage or any personal injury brought about by willful disregard of standard safety procedures.

Detailed guidelines shall be outlined in the *Complete Delegate's Guide* to be disseminated through email and social media. **All information in this note and the guide are subject to change without prior notice.**

## Organizers' Prerogative

The Organizing Committee reserves the right to call out any attendee not complying with the above instructions, as well as escort out from the event any attendee who continually disregards such instructions and may be barred from attending future DepEd ICTS- and/or OUA-organized events.

## Contact

For any questions or need additional information on the event, please contact:

**Mr. Gerard Joseph Atienza**, Project Coordinator and Secretariat Head, *DepEd Cyber Expo™* Organizing Committees

Landline: **+63 2 633 7264**

Mobile: **+63 926 671 7913**

Email: [cyberexpo@deped.gov.ph](mailto:cyberexpo@deped.gov.ph)

Office Address: **Rooms B-204-205, 2<sup>nd</sup> Floor, Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City**

Hours: **Mondays to Fridays, excluding holidays, 08:00 AM to 05:00 PM**

# DepEd Cyber Expo™

List of Attendees and Schedule of Activities

This is subject to change without prior notice.

Attendees	Total
<b>Organizers: DepEd Cyber Expo™ Organizing Committees</b> <ul style="list-style-type: none"> <li>Steering Committee, Secretariat, Programs, Operations</li> <li>Host Region</li> </ul>	<b>104</b>
<b>VIPs and Delegates: DepEd Central Office</b> <ul style="list-style-type: none"> <li>DepEd Executive Committee</li> <li>Bureau/Service Directors</li> <li>Chiefs/Staff members/Authorized representatives</li> </ul>	<b>51</b>
<b>Delegates: Regions</b> <ul style="list-style-type: none"> <li>Regional Director (RD)/Assistant RD/Authorized representative</li> <li>Regional IT Officer</li> <li>One representative from the Curriculum and Learning Management Division (CLMD; the chief or their authorized representatives)</li> </ul>	<b>51</b>
<b>Delegates: Awardees</b> <ul style="list-style-type: none"> <li>Learner Awardees and their Coaches, Teachers, or School Head</li> </ul>	<b>85</b>
<b>Delegates: Divisions</b> <ul style="list-style-type: none"> <li>Schools Division Superintendent (SDS)/Assistant SDS/Authorized representative</li> <li>Division IT Officer</li> <li>One representative from the Curriculum Implementation Division (CID; the chief or their authorized representative)</li> </ul>	<b>669</b>
<b>Explorers (Day 1 only)</b> <ul style="list-style-type: none"> <li>Selected public Senior High School (SHS) learners from Metro Manila</li> <li>Teachers-Chaperons (either School Heads or SHS Teachers; one chaperon per 50 learners)</li> </ul>	<b>4080</b>
<b>Total</b>	<b>5040</b>

## Monday, 11 March 2019

Time	Activity
02:00 PM	Check-in (for selected attendees only)
06:00 PM	Welcome Dinners

## Tuesday, 12 March 2019

Time	Activity
06:00 AM	Breakfast
07:00 AM	Opening of Gates and Registration
09:00 AM	<b>Opening Ceremony</b> <ul style="list-style-type: none"> <li>Entrance of Colors</li> <li>Philippine National Anthem</li> <li>Opening Prayer</li> <li>Roll Call of Delegates</li> <li>Welcome Message</li> <li>About the Event</li> </ul>
09:15 AM	Message from the Secretary
10:00 AM	<b>Video</b> <ul style="list-style-type: none"> <li>DRIVE 2019 Project Launch</li> </ul>
10:05 AM	2019 DepEd ICT Achievers' Awards
11:00 AM	<b>Keynote Speech 1</b> <i>Engaging 21<sup>st</sup> Century Learners in the Digital Rise</i>
12:00 PM	<b>Plenary Session 1</b> <i>Be Internet Awesome</i>
12:30 PM	Lunch
01:30 PM	<b>Plenary Session 2</b> <i>Global Citizenship: The Impact of Social Media in Education</i>
02:30 PM	<b>Plenary Session 3</b> <i>The Paradigm Shift of Using Digital Résumés</i>
03:30 PM	Break
04:00 PM	<b>Plenary Session 4</b> <i>Learning in Blocks Technology: Minecraft in Education</i>
05:00 PM	<b>Plenary Session 5</b>
06:00 PM	Dinner and Awardees' Night

**Wednesday, 13 March 2019**

Time	Activity
06:00 AM	<b>Breakfast</b>
07:00 AM	<b>Gates Open and Attendance</b>
08:00 AM	<b>Management of Learning</b> <ul style="list-style-type: none"> <li>• Prayer</li> <li>• Opening Performance</li> <li>• Recap</li> </ul>
08:15 AM	<b>Message from the Undersecretary for Curriculum and Instruction</b>
09:00 AM	<b>Keynote Speech 2</b> <i>Cultivating a Community of Leaders Toward Digital Excellence</i>
10:00 AM	<b>Break</b>
10:30 AM	<b>Lightning Talks</b> <i>The Best Practices of Using ICT in Classroom Instruction</i>
12:20 PM	<b>Introduction to the Breakout Sessions</b>
12:30 PM	<b>Lunch</b>
01:30 PM	<b>Breakout Sessions 1</b>
<b>EXCITE</b>	<i>Game-Based Approach: Implications to Teaching and Learning</i>
<b>EXPLORE</b>	<i>Fostering Creativity and Design Thinking in the 21<sup>st</sup>-Century Classroom</i>
<b>EXCEL</b>	<i>Robotics Technology: Harnessing the Future of Industry</i>
02:30 PM	<b>Breakout Sessions 2</b>
<b>EXCEL</b>	<i>Mobile App Development: Cool Tool for Teachers and Learners</i>
<b>EXCITE</b>	<i>Engaging 21<sup>st</sup>-Century Learners through 3-D Printing and Simulation Design</i>
<b>EXPLORE</b>	<i>Microsoft Professional Learning Community</i>
03:30 PM	<b>Break</b>
04:00 PM	<b>Breakout Sessions 3</b>
<b>EXPLORE</b>	<i>The New Playground: Augmented Reality and Virtual Reality in Education</i>
<b>EXCEL</b>	<i>Teacher Empowerment: Key in Redefining Effective ICT Integration and Implementation in the Classroom</i>
<b>EXCITE</b>	<i>Fly Higher: Engaging in Drone Education</i>
05:00 PM	<b>Breakout Sessions 4</b>
<b>EXCITE</b>	
<b>EXPLORE</b>	
<b>EXCEL</b>	

Time	Activity
06:00 PM	<b>Dinner and Delegates' Night</b>

**Thursday, 14 March 2019**

Time	Activity
06:00 AM	<b>Breakfast</b>
07:00 AM	<b>Gates Open and Attendance</b>
08:00 AM	<b>Management of Learning</b> <ul style="list-style-type: none"> <li>• Prayer</li> <li>• Opening Performance</li> <li>• Recap</li> </ul>
08:15 AM	<b>Videos</b> <ul style="list-style-type: none"> <li>• Presentation of the ICT Roadmap</li> <li>• DepEd Resource Planning System (DERPS)</li> <li>• DepEd Internet Connectivity Program</li> <li>• DepEd Mobile Apps</li> <li>• The New DCP Packages</li> <li>• Public Schools of the Future</li> </ul>
08:30 AM	<b>Message from the Undersecretary for Administration</b>
10:00 AM	<b>Break</b>
10:30 AM	<b>Keynote Speech 3</b>
11:30 AM	<b>Plenary Session 6</b> <i>The Catalyst of Communication: Facebook Workplace</i>
12:30 PM	<b>Lunch</b>
01:30 PM	<b>Plenary Session 7</b> <i>Microsoft Philippines: Flagship in Transforming Quality Education</i>
02:30 PM	<b>Plenary Session 8</b> <i>Connecting the Disconnected</i>
03:30 PM	<b>Closing Ceremony</b> <ul style="list-style-type: none"> <li>• Philippine Patriotic Song</li> <li>• Takeaways from Delegates</li> <li>• Thanking Message</li> <li>• Exit of Colors</li> </ul>
04:00 PM	<b>Undisclosed Meetings</b>
06:00 PM	<b>Dinner and Organizers' Night</b>

**Friday, 15 March 2019**

Time	Activity
06:00 AM	<b>Breakfast</b>
12:00 PM	<b>Check-out (latest for checked-in delegates)</b>



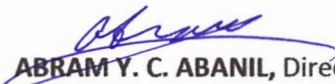
Republic of the Philippines  
**Department of Education**  
INFORMATION AND COMMUNICATIONS TECHNOLOGY SERVICE  
Pasig City, Philippines

**MEMORANDUM**

**DepEd Cyber Expo™**

DATE: **4 February 2019**

FOR: **Regional Directors, ARMM Regional Secretary  
Schools Division Superintendents  
Information Technology Officers  
ALS Supervisors  
Public School Heads  
Community Learning Center Facilitators  
All Others Concerned**

FROM:   
**ABRAM Y. C. ABANIL, Director IV**  
*Chair, DepEd Cyber Expo™ Organizing Committee*

SUBJECT: **Advisory RE: DepEd Cyber Expo™:  
Call for Nominations: 2019 DepEd ICT Achievers' Awards**

Relative to the conduct of the **DepEd Cyber Expo™**, the Organizing Committee is pleased to announce the opening of nominations the **2019 DepEd ICT Achievers' Awards**.

We are inviting all regions, through their divisions and schools, to nominate one (1) project involving a group of learners and coaches as your region's representatives to the **DepEd Cyber Expo™**, as well as recipients of the 2019 DepEd ICT Achievers' Awards.

While these awards are noncompetitive by nature and aims to recognize these learners' achievements, we expect that nominations are significant enough to warrant any form of commendation and that these were awarded to or achieved by the learner/s from at least **January 2017 to present**.

Below are the qualifications of the learner/s and their project/s to be eligible for nomination:

1. Is currently enrolled in a school under the K-12 or ALS curriculum
2. Has been enrolled in a public school or an ALS community learning center at the time the achievement was done
3. Has participated in either one of the following:
  - a. International-level competition (Champion, Runner-up, or representative)
  - b. National-level competition (Champion only)
  - c. Regional-level competition (Champion only)

4. Participated in an ICT competition with any of the following skills:
  - a. Programming or coding
  - b. Robotics
  - c. Digital arts and design
  - d. Mobile application development
  - e. Mobile game development
  - f. Digital filmmaking (including cinematography, animation, and graphic effects)
  - g. Makerspace innovation
  - h. Internet of things
  
5. The project must present a solution to a community problem, issue, or concern

Schools and CLCs are requested to send in their nominations to their respective divisions, who identifies the most qualified nomination to be sent to the Regional Office.

Regions are hereby requested to:

1. Receive nominations from their respective division offices.
2. Exercise best judgment in identifying the most eligible project to nominate (**regions are only allowed to nominate one project, regardless of number of proponents involved**).
3. Accomplish a *Letter of Nomination and Nomination Form* (templates attached).
4. As supporting documents, attach the following:
  - a. Photos of individual learners and coaches, of the team, and of the event where the project and its proponent/s joined;
  - b. Scanned/photographed images of the proof of achievement (certificate, medal, trophy, and/or plaque); and
  - c. Copies of Certificates of Good Moral Character of learner nominees.
5. Email all documents to [cyberexpo@deped.gov.ph](mailto:cyberexpo@deped.gov.ph) with the subject "**2019 DepEd ICT Achiever's Awards – Nomination** (region name)."

Please take note of the following timelines:

- Schools and CLCs must nominate eligible projects to their SDOs (through their Division IT Officers) by **11 February 2019**.
- Division ITOs must identify the most eligible project in their division for nomination to their Regional Office by **15 February 2019**.
- Regional ITOs must submit their official nominations to [cyberexpo@deped.gov.ph](mailto:cyberexpo@deped.gov.ph) by **2359H (11:59 PM) 21 February 2019**.

For inquiries, please contact **Mr. Mark Anthony Sy** or **Mr. Gerard Joseph Atienza** thru email at [cyberexpo@deped.gov.ph](mailto:cyberexpo@deped.gov.ph), or call landline +63 2 631 9636.

For your guidance. Thank you.



**Letter of Nomination (Template)**

**(Regional Office Letterhead)**

DATE: **(insert date here)**

FOR: **ABRAM Y. C. ABANIL**, Director IV, ICTS  
*Chair, DepEd Cyber Expo™ Organizing Committee*

FROM: **NAME OF REGIONAL DIRECTOR**  
Position  
Region

SUBJECT: ***DepEd Cyber Expo™: 2019 DepEd ICT Achievers' Awards***

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Respectfully submitting to the *DepEd Cyber Expo™* Organizing Committee our Region's nominee project and proponents (learners and coaches) for the 2019 DepEd ICT Achievers' Awards.

Attached are the following documents:

- Nomination Form
- Photos of the event, including those of the project and its proponents
- Proof of achievement (certificate, medal, trophy, and/or plaque)
- Proponents' Certificates of Good Moral Character

Thank you very much.

Letter of Nomination (Sample)

Download from <http://deped.in/CyberExpoAwards2019>

**DepEd Cyber Expo™**  
**2019 DepEd ICT Achievers' Awards**  
**Nomination Form**

<b>Region:</b>	
<b>Division:</b>	
<b>School/CLC:</b>	
<b>Type of Citation:</b>	
<b>Name of Event (Contest, Award, Competition, Festival, Achievement, etc.):</b>	
<b>Brief Background (in 100 words or less):</b>	

<b>Proponents</b>				
No.	Last Name of Proponent	First Name of Proponent	MI	LRN (if learner); Employee ID (if teacher)

<b>Privacy Policy</b>
<p>This form collects the following information: full names of learners and coaches, LRNs and Employee Nos., contact numbers, and school addresses.</p> <p>The collected personal information is utilized solely for the purposes of nomination to the 2019 ICT Achievers' Awards, a sub-event of the DepEd Cyber Expo.</p> <p>This enables the Organizing Committee to identify recipients of the awards, as well as initial inclusion as delegates to the event. Only authorized DepEd personnel, specifically within the Organizing Committee, has access to this personal information, the exchange of which will be facilitated through email and hard copy.</p> <p>These will be stored in a database for two years, effective from the end of the event, after which physical records are disposed of through shredding, while digital files shall be anonymized.</p> <p>You have the right to ask for a copy of any personal information we hold about you, as well as ask for it to be corrected if you think this is wrong.</p> <p>To do so, please contact Gerard Atienza at <a href="mailto:cyberexpo@deped.gov.ph">cyberexpo@deped.gov.ph</a>.</p>

Nominated by:

\_\_\_\_\_  
**Name**  
\_\_\_\_\_  
**Position**

Validated by:

\_\_\_\_\_  
**Name**  
\_\_\_\_\_  
**Position**

Approved by:

\_\_\_\_\_  
**Name**  
\_\_\_\_\_  
**Position**

**Organizing Committee Use Only**

Received by:

\_\_\_\_\_

Validated by:

\_\_\_\_\_

Approved by:

**ABRAM Y.C. ABANIL**  
\_\_\_\_\_  
Chair, Organizing Committee