



Republic of the Philippines  
Department of Education  
National Capital Region  
**DIVISION OF CITY SCHOOLS**  
**QUEZON CITY**  
Nueva Ecija St., Bago Bantay, Quezon City



August 2, 2012

**MEMORANDUM TO:**

Assistant Schools Division Superintendents  
Division/District Supervisors  
Principals, Head Teachers and Officer In-Charge  
(Public Secondary Schools)

**INFORMATICS**

Attached is Regional Letter No. 202, dated July 19, 2012 from Ms. Luz S. Almeda, CESO IV, Director IV, DepEd-NCR, re: **"Free Basic Photoshop Training for High School"**, contents of which are self – explanatory, for the information and guidance of all concerned.

Immediate and wide dissemination of this Memorandum is desired.

**CORAZON C. RUBIO, CESO VI**  
Schools Division Superintendent

cdd/supervisor

10 July 2012

**DR. LUZ S. ALMEDA, CESO IV**  
Regional Director  
DepEd National Capital Region  
Misamis St., Bago Bantay  
Quezon City

Dear Dr. Almeda:

Greetings of joy!


Informatics College Quezon City respectfully requests your good office for your endorsement of our **FREE BASIC PHOTOSHOP TRAINING for HIGH SCHOOL STUDENTS** every Sunday from 9:00 A.M. – 12:00 noon at Informatics College Quezon City (Informatics Diliman). This course is part of our community outreach program to help our children and youth develop entrepreneurial skills especially in multimedia.

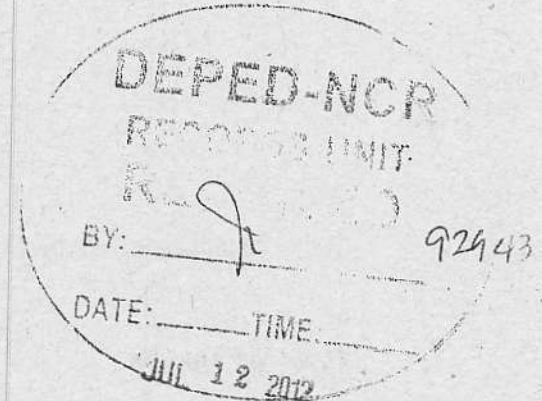
We can accommodate 30 students every Sunday starting July 21, 2012. With your endorsement, we intend to visit NCR secondary schools to get a list of students who will join our free basic Photoshop training sessions.

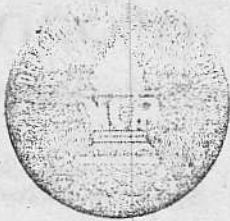
May we look forward to your approval of our request.

Thank you and God bless!

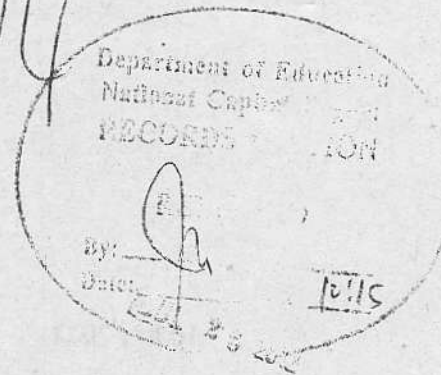
Respectfully yours,

  
**ENGR. INES M. BASAEN**  
Executive Vice President



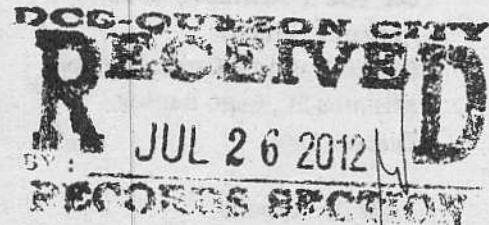


Republika ng Pilipinas  
(Republic of the Philippines)  
KAGAWARAN NG EDUKASYON  
(DEPARTMENT OF EDUCATION)  
PAMBANSANG PUNONG REHIYON  
(NATIONAL CAPITAL REGION)  
Daang Misamis, Bago Bantay, Lungsod Quezon  
(Misamis St. Bago Bantay, Quezon City)



July 19, 2012

To: Schools Division Superintendents



Dear Sir/Madam:

Enclosed is a letter dated July 10, 2012 from *Engr. Ines M. Basaen*, Executive Vice President, Informatics, Diliman Campus 29 North Ave., Diliman, Quezon City, inviting the participation of high school students, re: **"Free Basic Photoshop Training,"** the contents of which are self-explanatory for information and appropriate action.

Very truly yours,

LUZ S. ALMEDA, CESO IV  
Director IV

Regional Letter No. 202  
F9/F12





Republic of the Philippines  
Department of Education  
National Capital Region  
DIVISION OF CITY SCHOOLS  
Quezon City, Metro Manila



August 06, 2012

DIVISION MEMORANDUM  
NO. 216 S. 2012


**SCHEDULED MEETINGS OF ELEMENTARY SCIENCE DEPARTMENT  
HEADS/ GRADE LEVEL CHAIRMAN/COORDINATORS**

TO: Assistant Schools Division Superintendents  
Division /District Supervisors  
Elementary School Principals / Officers-In-Charge

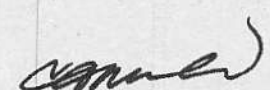
1. To ensure the smooth implementation of science programs and projects for school year 2012-2013, the elementary science department heads / grade level chairmen /coordinators will have their meetings from 1:00-5:00 p.m. on the following dates and venues:

Date	Venue
September 04, 2012	E. Abada ES
October 12, 2012	Placido del Mundo ES
December 04, 2012	Lagro ES
January 08, 2012	15 <sup>th</sup> Avenue ES
February 15, 2013	Pinyahan ES

2. The first two and a half hours of the meeting will be spent for a teacher's demonstration teaching on content pedagogy and the remaining two hours will be on feed backing /action planning to improve instruction.
3. Participants are requested to share fifty pesos (P 50.00) only for the snack.
4. Immediate dissemination and strict compliance of this Memorandum is desired.

  
**MARIA VIOLETA M. TUPAS**  
Supervisor-In-Charge  
Education Program Supervisor I

Noted:

  
**CORAZON C. RUBIO, CESO VI**  
Schools Division Superintendent