Scan the QR code or type the URL in browser to access the activity-related information, evaluation, pre-post test, presentations, and submit output.



https://depedctd.github.io/hrdschool/project-ela-2025



## **HUMAN RESOURCE DEVELOPMENT SECTION**

School Governance and Operations Division

\*DepEd Compound, San Roque, Virac, Catanduanes

hrd.ctd@deped.gov.ph

https://depedctd.github.io/hrd-school

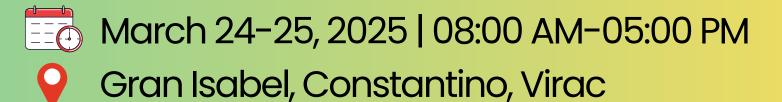


Training-Workshop on Writing and Speaking Effectively

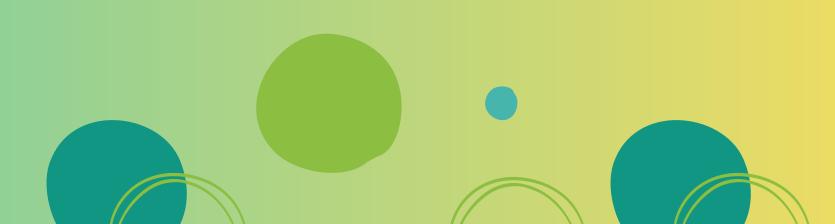
Emglish

## Language Assistance

for Selected SDO and School Personnel



This serves as an invitation



## March 24, 2025 - Day 1

Time	Activities	Personnel-In-Charge
08:00-08:30 AM	Arrival and Registration	PMT
08:30-10:00 AM	Philippine National Anthem	AVP
	Opening Prayer	AVP
	Inang Catandungan	AVP
	DepEd Quality Policy Statement	AVP
	Acknowledgement of Participants	ELIZABETH S. URBANO
	and PMTs	EPS II, SGOD-HRD
	Welcome Remarks	MARY JEAN S. ROMERO
		SGOD Chief
	Statement of Purpose	CAROL P. GIL
		SEPS, SGOD-HRD
	Message	DELFIN A. BONDAD
		PSDS, OIC-ASDS
	Message	CECILE C. FERRO, CESO VI
		ASDS, OIC-SDS
	Activity Norms	CAROL P. GIL
		SEPS, SGOD-HRD
	Photo Opportunity	PMT
10:00-10:30 AM	Health Break	
10:30-12:00 PM	Session 1: Developing Emotional	AROLINE T. BORJA
	Resilience in the Workplace	EPS, SGOD
12:00-01:00 PM	Lunch Break	
01:00-02:00 PM	Session 2: Review the Basic Rules of	DENNIS L. GIANAN
	Grammar	SP II, Lictin IS
02:00-03:00 PM	Workshop	
03:00-03:30 PM	Health Break	
03:30-05:00 PM	Session 3: Basic Correspondence	SP II, Gigmoto RDHS
05:00-05:30 PM	Debriefing	PMT

## March 25, 2025 - Day 2

**Activities** 

Management of Learning

Time

08:00-08:30 AM

Personnel-In-Charge

	3	
	Nationalistic song	AVP
	Opening Prayer	AVP
	Energizer	PMT
	Recap	Participants
	Reminders	PMT
08:30-09:30 AM	Session 4: Purpose, Style, &	ANJO G. TUGAY
	Rules in Writing Business	Information Officer III
	Correspondence	Corporate Comms &
09:30-10:00 AM	Morning Break	Multimedia Services
10:00-11:00 AM	Workshop	CATSU
11:00-12:00 AM	Session 5: Public Speaking/	AILEEN T. BAJARO
	Pronunciation Style,	Teacher III, CNHS
	Presentation Style,	SEAMEO Scholar in
	Demonstration and Simulation	Singapore
12:00-01:00 PM	Lunch Break	
01:00-02:30 PM	Session 6: Effective	ANNE MARIONNE OSILA
	Communication Strategies for	Teacher III, CNHS
	Building Strong Interpersonal	Fulbright Scholar in the
	Relationships	USA
02:30-03:00 PM	Health Break	
03:00-04:00 PM	Workshop	
04:00-05:00 PM	Closing Program	PMT
	Distribution of Certificates	PMT