



Republic of the Philippines  
**POLYTECHNIC UNIVERSITY OF THE PHILIPPINES**  
**QUEZON CITY BRANC**  
**FUTURE BUSINESS TEACHERS' ORGANIZATION**  
**SUPREME STUDENT COUNCIL**



**February 26, 2021**

**PROF. EDGARDO S. DELMO**

*Branch Director  
PUP Quezon City Branch*

**THRU:**

**PROF. DORIS B. GATAN**

*Head, Office of the Academic Affairs*

**PROF. ROSELLER M. MALABANAN**

*Administrative Officer and Property Custodian*

**PROF. DEMELYN E. MONZON**

*Head, Office of Student Affairs and Services*

Dear Prof. Delmo:

We would like to inform you that the **BBTE-HE 2-1** in collaboration with the **Future Business Teacher Organization and Office and Guidance and Counselling Services** will be conducting a webinar on **March 05, 2021** via Zoom Cloud Meeting and Facebook Live with the theme "**YOU MATTER: Nurturing Minds and Hearts**". The said event is also a partial academic requirement of the second-year student in their course Facilitating Learner-Centered Teaching: The Learner-Center Approaches with Emphasis on Trainers Methodology 1 under **Prof Caroline T. Sumande**.

This aims to raise awareness about the mental health continuum, reduce stigma associated with mental illness, promote help seeking behaviors and emotional well-being practices, prevent suicide through individual education and outreach events, make social and emotional connection with each other, and to show support and encouragement in this time of pandemic. This is expected to be participated in by **PUPQC Professors and All BBTE Students** on a first come – first served basis via zoom and through Facebook Live.

We are hoping for your utmost support and affirmative response regarding this matter.  
Thank you in advance and May God bless you!

For the students we remain,

**MS. JAY ANN F. ROM**

*President, FBTO 2020 – 2021*

**MR. DANIL ROBERTO MERCADO JR**

*President, SSC 2020 - 2021*

Noted by:

**DR. CAROLINE T. SUMANDE**

*Adviser, FBTO/Webinar Consultant*

**PROF. MELANIE BACTASA, RGC, RPm**

*Guidance Counselor*

Rothlener Bldg., PUP Quezon City Branch, Don Fabian St., Commonwealth Quezon City Phone: (Direct Lines)  
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## **MENTAL HEALTH WEBINAR**

### **I. BACKGROUND/SITUATION ANALYSIS**

In response to the challenges that COVID-19 pandemic has presented to students and educators, the BBTE-HE 2-1 in collaboration with Future Business Teacher Organization and Office and Guidance and Counselling Services will conduct a webinar that aims to raise awareness about the mental situation of the professors and students during online class. Also, the webinar will highlight on acknowledging the importance of nurturing minds and hearts in able to cope up with various facets of study life in New Normal.

### **II. THEME:**

**YOU MATTER:**  
*Nurturing Minds and Hearts*

### **III. OBJECTIVES:**

This seminar is intended to:

- Raise awareness about the mental health continuum.
- Reduce stigma associated with mental illness.
- Promote help seeking behaviors and emotional well-being practices.
- Prevent suicide through individual education and outreach events.
- Make social and emotional connection with each other where you can show you care.
- Explicate that 'You Matter' - it's always a good time to show your support and encouragement.

### **IV. SPONSORING GROUP AND PARTICIPANTS**

**Event Host:** BBTE-HE 2-1

**Target Audience:** PUPQC Professors and All BBTE Students

### **V. VENUE AND DATE/TIME**

**Venue:** Via Zoom Cloud Meeting and Facebook Live

**Date/Time:** March 05, 2021  
1:00-4:00PM



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## **MECHANICS OF IMPLEMENTATION:**

1. Coordinate with the persons involved:
  - Director of PUP-QC Branch
  - Academic Head of PUP-QC
  - Administrative Officer and Property Custodian
  - Office of Student Affairs and Services
  - Student Organizations (Academic and Non-Academic and Classroom Officers)
2. Conduct an orientation to the student organizations of what they will do on the said event.
3. Send them a letter of invitation.
4. Creation of technical working committees:

Technical Host (Zoom technicalities)

Program Commss (program flow, theme, title construction, internal papers)

Registration

Communication (poster, invite, zoom questions)

Media coverage and Documentation

Intermission

5. Preparation and Actualization

## **Guidelines**

- I. Please download the Zoom app on your laptop/desktop or mobile. Go to [www.zoom.us](http://www.zoom.us) to download and install.
- II. Test your Internet connection..
- III. We will be online as early as 12:45 PM on Friday, March 05 to help you with any difficulties you may have with regard to using Zoom.
- IV. The session starts at 1:00 PM with program proper. We expect to end at 4:00 PM.

Please be informed of the following house rules on the webinar:

1. Set your name to "Full Name"
2. Keep your camera on
3. Mute your speaker all the time (Turn it on when you ask a question during the open forum only)
4. Click the "Raise Hand" button when you have a question. Use the chatbox when you have concerns or questions.



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## PROGRAM

### "YOU MATTER": Nurturing Minds and Hearts

March 5, 2021, 1:00-4:00 PM

**I. Doxology**

**Lloyd S. Lagare**

*BBTE-HE 2-1, Vice President*

**II. NATIONAL ANTHEM**

**III. OPENING REMARKS**

**Dr. Caroline Sumande**

*Course Facilitator*

**IV. Intermission Number**

**Renzyl A. Dionesio**

**Nicole R. Dela Rosa**

**V. INTRODUCTION OF RESOURCE SPEAKER**

**Giselle Maeve M. Bathan**

**Nicole S. Garcia**

*Master of Ceremony*

**VI. WEBINAR PROPER**

**Melanie F. Bactasa, RGC,**

**RPm**

*Resource Speaker*

**VII. OPEN FORUM**

**VIII. INTERMISSION NUMBER**

**BBTE-HE 2-1**

**IX. CLOSING REMARKS**

**Lynette N. Gonzaga**

*BBTE-HE 2-1, President*

**X. PUP HYMN**