



Republic of the Philippines
Department of Education
 REGION II - CAGAYAN VALLEY
 SCHOOLS DIVISION OF TUGUEGARAO CITY

July 22, 2020

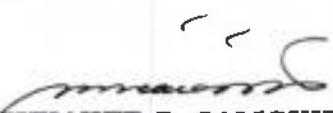
DIVISION MEMORANDUM

No. 108, s. 2020

ORIENTATION cum WORKSHOP ON THE DEVELOPMENT/PRODUCTION OF AN e-BOOK ACROSS ALL LEARNING AREAS USING KOTOBE AUTHOR

To: Assistant Schools Division Superintendent
 Division Chiefs
 Elementary and Secondary School Heads
 All Others Concerned

- To help address the need for learning resources suited to the new normal, the Curriculum Implementation Division through the Learning Resource Management System (CID-LRMS) shall conduct an Online Orientation cum Workshop on the Development of an e-Book across All Learning Areas using Kotobee Author on July 27-31, 2020.
- The activity specifically aims to orient the participants on the technical know-how on the development/production of an e-book.
- All participants must download and install the Kotobee Author and Reader apps on their mobile phones and laptops. Installers can be accessed thru this link <https://bit.ly/KotobeeWebinarFiles>.
- Participants are advised to log in 10 minutes before the scheduled session in this webinar link meet.google.com/kbc-regw-kjw.
- Attached are the training matrix and list of participants. For further inquiries, sms 09268820037.
- For information, guidance and compliance.

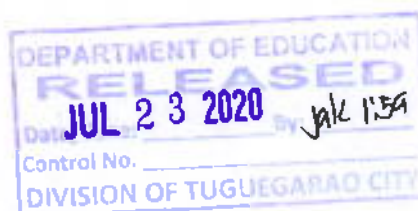

REYNANTE Z. CALIGUIRAN
 Assistant Schools Division Superintendent,
 Officer in-charge
 Office of the Schools Div. Superintendent

Encl:

Reference:

To be indicated in the Perpetual Index
 Under the following subjects:
 Training Program, Workshop

CID/esc/jtc



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L & D Attachment D. TRAINING MATRIX

Orientation cum Workshop on the Development/Production of e-book Across All Learning Areas Using the Kotobee Author

TITLE OF THE L & D PROGRAM / ACTIVITY

Venue: Online

Date: July 27-31, 2020

SCHEDULE				
Time	Day 1	Day 2	Day 3	Days 4-5
		MOL *Nationalistic Song *Prayer *Energizer *Insight sharing	MOL *Nationalistic Song *Prayer *Energizer *Insight sharing	
	Preliminary Activity Overview of the Activity JESSICA T. CASTANEDA			
8:00 - 8:30	Step 1. Management of Content MARA KARLA S. MACALAN	Steps 4&5. Adding Text Links & Looking for Images KRYSTA LYNNE S. FUERTES	Step 8. Adding Online Videos & Adding Links and Buttons MARA M. MACALAN	Production of an ebook using Kotobee author
8:30 - 9:00				
9:00 - 9:30				
9:30 - 10:00				
10:00 - 10:30	Break	Break	Break	
10:30 - 11:00	Steps 2&3. Adding Images / Adding Gallery MARA KARLA S. MACALAN	Steps 6 & 7. Adding Image Link & Adding Offline Videos KRYSTA LYNNE S. FUERTES	Step 9. Adding Containers MARA M. MACALAN	
11:00 - 11:30				
11:30 - 12:00	LUNCH	LUNCH	LUNCH	
12:00 - 12:30				
12:30 - 1:00				
1:00 - 1:30				
1:30 - 2:00	<i>Hands-on Exercise (Step 1)</i>	<i>Hands-on Exercise (Steps 4&5)</i>	<i>Hands-on Exercise (Step 8)</i>	
2:00 - 2:30				
2:30 - 3:00				
3:00 - 3:30				
3:30 - 4:00	<i>Hands-on Exercise (Steps 2&3)</i>	<i>Hands-on Exercise (Steps 6&7)</i>	<i>Hands-on Exercise (Step 9)</i>	
4:00 - 4:30				
4:30 - 5:00				
5:00 - 5:30				Reflection

Prepared by:
Jessica T. Castaneda
 Proponent

Approved:
Reynante Z. Caliguiran
 Head of Office



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Attachment A : LIST OF PARTICIPANTS

	NAME	POSITION	SCHOOL / OFFICE
Mathematics			
1.	Juvis Gem Caise	T III	Tuguegarao City Science HS
2.	Jonalyn Tabil	TIII	Cagayan National HS
3.	Nikki Cammayo	TIII	Gosi NHS
4.	Milanni Torrado	TIII	Linao NHS
5.	Marciana Gunnacao	TIII	Catag NHS
6.	Jocelyn Arugay	TIII	Tug.WEst HS
7.	Jun S. Baggayan	TI	Cagayan NHS
8.	Marlyn Lattao	TI	Cagayan NHS
9.	Gilbert Telan	TIII	Tug. North CS
10.	Divina Anguluan	TIII	Tug North CS
11.	Sherwin Pagulayan	TIII	Anafunan ES
12.	Ellaine Tamaray	TIII	Tug. East CS
13.	Jerry Gumatay	MTII	Gosi ES
14.	Girlie Andres	TIII	Capatan ES
15.	Nonie Tabulog	TIII	Northeast CS
16.	Aldwin Costalles	MTII	Linao ES
17.	Annaflora Abrogena	TIII	Carig Norte
18.	Rhodalyn Telan	TIII	Tug West CS
19.	Ester Cauilan	TIII	Pardo ES
20.	Jennifer Danguilan	TIII	Cataggaman ES

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English			
21.	Allen Catolos	TIII	Cagayan NHS
22.	Crisanta Danguilan	MT1	Cagayan NHS
23.	Mauricio Battung	TIII	Cagayan NHS
24.	Cecilia Lagundi	TIII	Cag NHS- SHS
25.	Cherson Bariuan	TIII	Cag NHS- SHS
26.	Erick Battung	TIII	Linao NHS
27.	Mary Ann Unciano	TIII	Gosi NHS
28.	Vaneza Joy Vecaldo	T1	Tug. City Sci HS
29.	Reycel Uy	TIII	Cataggaman NHS
30.	Cherry Siringan	TII	Tug. City West HS
31.	Juana Noniet de Guzman		TNCS
32.	Jennyrose Montemayor		TNCS
33.	Liza Dulin		TNCS
34.	Chito Malana		TWCS
35.	Carmen Bautista		TWCS
36.	Isabel Casibang		TWCS
37.	Jaycel Lagundi		TECS
38.	Luzviminda Birung		TECS
39.	Liezel Santos		TNECS
40.	Charlotte Coleen Urbina		TNECS
Filipino			
41.	Teresita Dingil		Tug East Central
42.	Charlotte Colleen Urbina		Tug NorthEast Central
43.	Sharon Carinugan		TugWest Central



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44.	Arlene Turingan		Tug NorthEast Central
45.	Jesamyn Lozada		Annafunan ES
46.	Jeffrey Mallillin		Tug North Central
47.	Jericson Meneses		Cataggaman ES
48.	Vicky Addatu		CNHS
49.	Richard Pascual		CNHS
50.	Mary Ann Butay		Tug City Science HS
51.	Mary Ann Siatrez		Tug West City High
52.	Grace Macapia		Gosi HS
53.	Julie Bunagan		Cataggaman NHS
54.	Marites Cepeda		Linao NHS
55.	Willy Espartero		CNHS
56.	Sheila May Taccaban		CNHS
57.	Rovelyn Capili		Tug City Science HS
58.	Reymark Macarubbo		Gosi NHS
59.	Sarah Joyce Malana		Cataggaman NHS
60.	Aiza Soriano		Linao NHS
Kindergarten			
61.	Eliza Caratnguan	Teacher 3	Caritan E/S
62.	Edmalyn Dujali	Teacher 3	Pallua E/S
63.	Janet Torrejos	Teacher 3	Cataggaman E/S
64.	Jenielyn Andal	Teacher 3	Cataggaman Pardo E/S
65.	Sally Unida	Teacher 3	Tug. Northeast E/S
66.	Jenny Rose Valdez	Teacher 1	Tug. East C/S
67.	Rodelyn Bassig	Teacher 3	Tug. West C/S
68.	Jane Turaray	Teacher 3	Libag E/S

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69.	Ellen Bassig	Teacher 3	Ugac E/s
70.	Jonelyn Gallibu	Teacher 2	Dadda E/S
71.	Girly Andres	Teacher 3	Capatan E/S
72.	Berna Joy Seva	Teacher 3	Buntun E/S
73.	Hazel Antonio	Teacher 3	tug. North C/S
74.	Joane Ancheta	Teacher 3	Carig E/S
75.	Ethel Alindayu	Teacher 3	Pengue E/s
76.	Susan Baddungan	Teacher 3	Balzain E/S
77.	Virginia G. Taguinod	Teacher 3	Annafunan E/S
78.	Rochelle Pamittan	Teacher 3	Linao E/S
79.	Concepcion Catulin	Teacher 3	Bagay E/S
80.	Olivia Ganado	Teacher 3	Pallua E/S
Edukasyon Sa Pagpapakatao			
81.	Alice Maborang	Teacher 3	Libag ES
82.	Crisalor Manauis	Teacher 1	Tagga-Dadda ES
83.	Sally Unida	Teacher 3	TNECS
84.	Marilyn Buenaflor	Teacher 3	Atulayan ES
85.	Ma. Theresa Tumaliuan	Teacher 3	Atulayan ES
86.	Virginia Taguinod	Teacher 3	Annafunan ES
87.	Jemalyn Maguigad	Teacher 3	Annafunan ES
88.	Jeremy Seguban	MT2	Caritan Norte ES
89.	Reyza Lizardo	Teacher 3	Ugac ES
90.	Roschelle Pamittan	Teacher 3	Linao ES
91.	Mary Ann Gumiran	Teacher 3	Bagay ES
92.	Evelyn Quilang	Teacher 3	Carig IS
93.	Rosel Zingapan	Teacher 3	Cataggaman Nuevo ES



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94.	Lizel Cusipag	Teacher 2	Gosi ES
95.	Edmar Say	MT 1	Gosi NHS
96.	Marilou Desiderio	Teacher 3	CNHS
97.	Genero Langcay	MT 1	CNHS
98.	Salbina Macarubbo	HT 3	CNHS
99.	Margot Ferrer	Teacher 3	CNHS
	Science		
100.	Ernalyn Doca	T3	Pallua ES
101.	Liezel T. Santos	MT1	Tuguegarao Northeast Central School
102.	Apolonia Villaspir	T3	Tuguegarao West CS
103.	Melo Padilla	T3	Tuguegarao City Science HS
104.	Maria Loresa Tumanguil	T3	Tuguegarao City Science HS
105.	Eric Pasion	MT1	Cagayan NHS
106.	Krisburt Delos Santos	T3	Cagayan NHS
107.	Karen Gacutan	T3	Linao NHS
108.	Reowin Palattao	T3	Gosi NHS
109.	Diana Lacambra	MT1	Cataggaman NHS
110.	Generose Conde	T3	Tuguegarao West High School
111.	Juliet Alan	MT1	Annafunan ES
112.	Mary Angeline Calucag	SPET 1	Tug North CS
113.	Concepcion Raymundo	SPET 1	Tug West CS
114.	Jennifer Acebedo	MT1	Carig IS
115.	Haidee S. Manuel	T3	Tug Northeast CS
116.	Jaycel M. Lagundi	SPET	Tug East CS



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117.	Neriely Baniqued	T1	Carig Integrated School
118.	Grace Mallillin	T1	Pardo ES
119.	Mark Kenneth Sumbillo	SST	Cagayan NHS - SHS
120.	Jane Carino	T3	Bagay ES
MAPEH			
121.	James Zingapan	T3	Gosi NHS
122.	Nina Buraga	T3	Namabbalan ES
123.	Norolaine Cababa	T3	TWCS
124.	Leila Malana	MT1	CNHS
125.	Luisa Buguina	T3	CNHS
126.	Gemima Torino	T3	CNHS
127.	Marjorie Cabria	T3	TCSHS
128.	Joana John Calubaquib	T3	TNCS
129.	Romeo Maribbay	T3	Carig Norte ES
130.	Cipriano Mallillin	T3	Catag. NHS
131.	Ethelyn De Mata	T3	Gosi NHS
132.	Lirio Fernandez	T3	Linao NHS
133.	Ethelyn P. Baccay	T3	Larion Bajo ES
134.	Amadel Cambri	T3	Linao NHS
135.	Ma. Jonelyn Cordova	T3	Capatan ES
136.	Arlyn M. Sevilla	T3	Balzain East ES
137.	Girlie P. Addatu	T3	Catag Nuevo ES
138.	Serdelyn Daquioag	T3	Pengue Ruyu ES
139.	Volter Logan	T3	Tug West HS
140.	Dories Lumido	T3	Larion Alto ES
TLE			

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141.	Mary Jane C. Cangas	T - 1	San Gabriel ES
142.	Jane Carino	T - 3	Bagay ES
143.	Lester Joey Gumarang	T - 2	Ugac ES
144.	Shiela M. Ruiz	T - 3	Tagga-Dadda ES
145.	Kristian Dave Delayu	T - 1	Atulayan ES
146.	Ronkyle O. Soriano	T - 2	Cataggaman NHS
147.	Glenah A. Taguibao	T - 3	Cagayan NHS
148.	Ma. Norberta Mandac	T - 3	Cagayan NHS
149.	Marlon Narte	MT - 1	Cagayan NHS
150.	Erdin T. Raful	T - 3	Cagayan NHS
151.	Rechelle C. Peregrino	T - 3	Cagayan NHS
152.	Glaeza T. Addun	T - 1	Cagayan NHS
153.	Melo P. Padilla	T - 3	TCSHS
154.	Joven B. Addatu	MT - 1	Cagayan NHS
155.	Sherilyn V. Narciso	T - 3	Gosi NHS
156.	Mary anne D. Flores	T - 2	Linao NHS
157.	Editha V. Arao	T - 2	TCWHS
158.	Melvie E. Miranda	T - 1	Cagayan NHS
159.	Joefrey S. Maborang	T - 3	Linao NHS
160.	Ralph Atanacio T. Ventura	T - 3	TNECS
Araling Panlipunan			
161.	Eufronio Allam		Tug. East CS
162.	Wilma Guiyab		Libag ES
163.	Renalyn Turingan		Tug. City West HS
164.	Tomas Gulyab Jr.		Gosi HS
165.	Cherry Mae C. Guzman		Catag. Nuevo ES

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166.	Mariel Paddayuman		Capatan ES
167.	Valentina Tamayao		Buntun ES
168.	Jocelyn Nebab		Pallua ES
169.	Nida Ermitanio		CNHS
170.	Irean Soriano		Caritan Norte ES
171.	Mary Ann Gumiran		Bagay ES
172.	Crisalor Manauis		Tagga-Dadda ES
173.	Grace Llorca		Carig Integrated School
174.	Carlota Valiente		Balzain East ES
175.	Parnel C. Tumalluan		Atulayan ES
176.	Sheryl Maraggun		Tug. City Science HS
177.	Florence Baquiran		Annafunan ES
178.	Gerardo Berbano		Pardo ES
179.	Redemption Lauigan		Linao National HS
180.	Marites Tabije		Cataggaman NHS
181.	Sharon Catajay	T3	TCWHS
182.	Arnold Quizzagan	PSDS	CID
183.	Aida Talamayan	PSDS	CID
184.	Catalina Tuppil	PSDS	CID
185.	Froilan Jeph Baculina	EPS-ALS	CID
186.	MaryAnn Tamaray	EPS-ALS	CID
187.	Estela Cabaro	CID Chief	CID
188.	Aileen Ibanez	SEPS	SGOD
189.	Vissia Asuncion	EPS	CID
190.	Diana M. Doldolea	PSDS	CID
191.	Noli Abrigo	EPS	CID

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193.	Cora Pattaguan	EPS	CID
194.	Emmalou Javier	EPS	CID
195.	Myrna S. Adduru	EPS	CID
196.	Randall Talamayan	EPS	CID
197.	Ronie Arellano	EPS	CID
198.	Jessica T. Castaneda	EPS	CID
199.	Antonette S. Andres	Librarian	CID
200.	Krysta Lynne I. Fuertes	PDO	CID

SUMMARY OF PARTICIPANTS

MALE : 52

FEMALE : 148

TOTAL : 200

Prepared by:

Approved:

JESSICA T. CASTANEDA

REYNANTE Z. CALIGUIRAN

Proponent

Head of Office



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