MEMORANDUM TO:

OIC, Office of the Assistant Schools Division Superintendent
Chief Education Supervisors, SGOD and CID
Elementary and Secondary School Principals
Officers-in-Charge
Public Schools

STAGE 2 THAMES-AKADSIA SINGAPORE COURSE OF DEPED NCR H.E.R.O.E.S.
(HELP EDUCATORS RISE TO ONLINE EDUCATION FOR 2020-2021)

Attached is Regional Memorandum No. NCR-287, s. 2020 dated September 24, 2020, re: Stage 2 Thames-AKADSIA Singapore Course of DEPED NCR H.E.R.O.E.S. (Help Educators Rise to Online Education for 2020-2021), content of which is self-explanatory, for information.

Wide dissemination of this Memorandum is desired.

SHERYLL T. GAYOLA
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent
REGIONAL MEMORANDUM

No: NCR 287 s. 2020

TO: SCHOOLS DIVISION SUPERINTENDENTS

FROM: MALCOLM S. GARMA
Director IV

SUBJECT: STAGE 2 Thames-AKADSIA Singapore Course of DepEd NCR H.E.R.O.E.S. (Help Educators Rise to Online Education for 2020-2021)

DATE: September 24, 2020

1. Relative to the on-going online self-paced training course for Stage 1 Batch 2 of the above mentioned activity and for Stage 2 under the NCR Education Forum (NEF) through the Curriculum and Learning Management Division will conduct a teacher upskilling program on the following:

   a. "Introduction To Online Teaching" is a 3 module and self-paced training course.
   b. "Creating Your First Online Course" is a 2 module teacher that is ideal for educators who have never designed an online course.

2. This online self-paced training series aims to consider the different components of an online course and how to manage them through the use of technology. Another is to explore and reflect recent experiences in becoming a more proficient educator in using technology. Lastly, examine some of the differences between online and classroom teaching including the practice on the use of FREEJOO tools to create an online course.

3. The funds and necessary expenses relative to this shall be charged from the school’s Maintenance and Other Operating Expenses (MOOE), local funds or other sources upon the availability of funds. Subject to the usual government accounting and auditing rules and regulations.

4. Particular attention is invited to the attached letter with regards to registration process, payment options and channels, onboarding to Stage 2 for the details. For clarifications and other details please email at heroes2021@thames.edu.ph.

5. Immediate dissemination of this Memorandum is desired.

CLMD/AETan
Regional Director Malcolm Garma  
DepEd NCR  
Metro Manila

Dear RD Garma,

As we move forward to the Stage 2 implementation of HEROES 2021 for their Thames-Akadasia Singapore course, we request that a memo be released to the teachers for their guidance on how to register and secure the documents for their reimbursement. Below are the pertinent information.

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HEROES 2021 Stage 2 Registration Process
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I. Course Descriptions and Objectives

A. Introduction to Online Teaching

"Introduction To Online Teaching" is a 3 module self-paced teacher up-skilling program that is ideal for educators who have never taught an online course before. Online education, although not new, has become a major focus for educators around the world in recent months due to global events. However, the definition of what this actually means has been very fluid. As well as providing an opportunity to experience online learning as a student, this course will examine different models of online learning and provide an opportunity for educators to reflect on their current needs and practices. The course will then explore the different components of an online course and examine some online tools to facilitate those processes.

The Course Objectives are as follows:

- To investigate some of the different models of online learning, including hybrid and blended models
- To consider the different components of an online course and how to manage them through the use of technology
- To explore different tools for online teaching and learning
- To reflect on recent experiences and explore next steps in becoming a more proficient educator in using technology

This easy to use self-paced teacher up-skilling program, is delivered online through the FREEJOO learning management platform.

B. Creating Your First Online Course

"Creating Your First Online Course" is a 2 module teacher up-skilling program that is ideal for educators who have never designed an online course before. Through this course, participants will learn to convert their existing classroom based curriculum for online learning. Through simple and practical examples, participants will learn how to design and input course materials thoughtfully into an online learning platform and make the course available to their students.

The Course Objectives are as follows:

- Examine some of the differences between online and classroom teaching
- Explore some of the ways to convert course content to an online environment
Practice using FREEJOO tools to create an online course

This easy to use self-paced teacher up-skilling program, which comes with simple step by step instructions on how to create your first online course, is delivered online through the FREEJOO learning management platform.

II. Registration Process

To complete the registration for Heroes2021 Stage 2, participants may choose to pay the registration fee of PHP500 via GCash, Paymaya, or thru Metrobank account. The registration fee can be reimbursed under the Maintenance and Other Operating Expenses (MOOE).

1. Process the payment thru the following payment options: GCash, Paymaya, or Metrobank Account. Take note of the transaction Reference Number.
3. Indicate in the form the Reference Number / ID for verification.
4. Click Submit.
5. After submission, please expect an email the following day with the Onboarding Instructions (as a PDF file attached).
6. Your Official Receipt will be sent in another email. Please use this as reference for reimbursement under the MOOE.

Note: You may also refer back to your course “DepEd NCR Stage 1 of 2 (Batch 1)” in heroes2021.org to access the registration form and payment instructions (see below).

For any further assistance, you may reach us thru heroes2021@thames.edu.ph

III. Payment Options and Channels:

1. via GCASH -- From the GCash dashboard, tap “Send Money” and choose “Express Send.” Enter recipient’s GCash mobile number and registration fee amount (PHP 500), then click “Confirm.” Once transaction is complete, select this option and type your payment Reference Number (see sample) on the field provided below.
2. **via PAYMAYA** - From the PayMaya dashboard, tap "Send Money" and enter recipient's PayMaya mobile number and registration fee amount (PHP 500) then tap "Continue." Review transaction details then click "Send." Once transaction is complete, select this option and type your payment Reference ID (see sample) on the field provided below.

3. **via METROBANK** - Deposit the registration fee amount (PHP 500) to our Metrobank account indicated, then email a photo or screenshot of deposit slip to jiomot_accounting@thames.edu.ph.

   - **Bank Name**: Metrobank – Eastwood Branch
   - **Bank Address**: Techno Plaza One Bldg., Bagumbayan, Quezon City
   - **Account Name**: ENTREPRENEURS SCHOOL OF ASIA PHILIPPINES INC
   - **Account No**: 504-3-504-50084-6

IV. **Onboarding to Stage 2:**

   After payment has been confirmed, you please expect an email with the Onboarding Instructions as a PDF file.

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We hope the above information was sufficient and if there are further questions, kindly ask your team to coordinate once again to Avon Nova or Leih Vidal of the Thames-Heroes2021 team. Thank you.

Sincerely,

Jaime Noel Santos
Thames- Heroes 2021