**TECHNICAL WORKING GROUP**

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| **Executive Committee** | Program Manager: Adorando R. Darvin  Assistant Program Manager: Dr. Geraldine M. Tabing, Ed.D. |
| **Planning Team** | Amada Guerrero Cacdac  Francisco Torno Jr.  Jerico D. Castillo  Glycel T. Beltran  Jemuel Jay Ybañez  Roi M. Francisco |
| **Welfare Officers (Accommodation & Registration)** | Francisco Torno Jr. |
| **Logistics Officer (Program, Invitation and Certificates)** | Jerico D. Castillo |
| **M & E Officers** | Francisco Torno Jr.  Amado Guerrero Cacdac |
| **Secretariat/ Documenters** | Roi M. Francisco  Elarcie Balsomo |
| **Food and Refreshments** | Jemuel Jay Ybañez  Glycel T. Beltran |
| **Technical Support** |  |

**WORKSHOP MATRIX**

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| **TIME (PM)** | **ACTIVITIES** | **PERSONS-IN-CHARGE** |
| 12:00 – 12:30 | Registration | ICT Faculty |
| 12:30 – 1:00 | Opening Program | ICT Faculty |
| 1:00 – 1:20 | Utilization of Project OMG (Online Monitoring of Grading Sheets) | Dr. Geraldine M. Tabing, Ed.D.  Jerico D. Castillo |
| 1:20 – 1:40 | Re-orientation of Enterprise Human Resource Information System (EHRIS) and Creation of DepEd GMAIL Account | Francisco Torno Jr. |
| 1:40 – 2:00 | Basic PowerPoint Guidelines to an Effective Presentation | Glycel T. Beltran |
| 2:00 – 2:20 | Basic Utilization of ICT Equipment | Amado Guerrero Cacdac |
| 2:20 – 2:40 | Basic Computer Maintenance | Jemuel Jay Ybañez |
| 2:40 – 3:00 | Interactive Games for Classroom Assessment (Kahoot and Plickers) | Roi M. Francisco |
| 3:00 – 3:20 | Break |  |
| 3:20 – 4:00 | Principal’s Hour | Adorando R. Darvin |
| 4:00 – 4:30 | Faculty Meeting | Andrew G. Sebastian |
| 4:30 – 4:45 | Closing Program | ICT Faculty |
| 4:45 | Home Sweet Home |  |