	Department of Education Region III DIVISION OF CITY SCHOOLS Angeles City Jesus Street, Pulungbulu, Angeles City	Document Code: SDO-QF-OSDS-SDS-003 Revision: 00 Effectivity date: 10/31/2018
	DIVISION MEMORANDUM	Name of Office: OSDS - SDS

RELEASED

September 6, 2019

DIVISION MEMORANDUM

No. 314 S. 2019

SEP 10 2019
 DepEd Angeles City
 Office of the Division Office

**To: Heads of Public Elementary and Secondary School
 WinS Coordinators**

**MASSIVE OPEN ONLINE COURSES ON WATER, SANITATION AND
 HYGIENE (WASH) IN SCHOOLS (WinS) PILOT RUN**



1. The Department of Education, through the Bureau of Learner Support Services, in collaboration with German Society for International Cooperation (GIZ) Regional Fit for School, SEAMEO Regional Center for Educational Innovation and Technology (SEAMEO INNOTECH), and the National Educators Academy of the Philippines (NEAP), will be conducting the pilot run of the massive open online courses (MOOCs) on Water, Sanitation and Hygiene (WASH) in Schools (WinS). Two courses will be offered—one for school-level participants, and another for division officials.

2. Leading WinS, the school-level course, aims to strengthen the competencies needed to set-up a suitable school environment:

Specifically, at the end of the course participants will be able to:

- develop learning outputs within an online learning platform
- create an advocacy speech to motivate and engage the community to collaborate on improving the school environment to meet the DepEd's WinS Standards
- prepare an analysis of the school environment vis-à-vis the DepEd's WinS Standards
- formulate an action plan to improve and/or address the school's WinS issues
- develop a sustainability plan that promotes transparency of actions, sharing of responsibilities with the wider school community, and accountability for results

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3. The 40-hour courses, lodged at the Knowledge Education and Exchange Platform (KEEP) maintained by the Chinese University of Hong Kong (CUHK), will run from **September 16 to November 15** for the **school-level MOOC**, while the **division-level MOOC** will run from **October 14 to December 31** this year. Course completers will earn an international training certificate. The courses are being offered for free, and have been applied for CPD credits.



4. These self-paced courses allow more flexibility in completing the course activities as discussions are asynchronous. Learners can access the MOOC at any time and take it at their own pace. Thus, they have more control over the schedule of their participation. Suggested schedules will be provided to guide them in their pace.

5. The target participants for the pilot run of both courses are teachers and school leaders from the pre-identified seventeen (17) schools division offices (SDOs). Each division is given a specified number of schools that can participate on a mandatory or voluntary basis. SDOs are requested to ensure that slots for them will be filled up. Personnel under **mandatory participation** will be required to enroll and finish the course. Performance of these enrollees will be closely monitored and reported to their concerned immediate supervisors. Regions and SDOs participating on a **voluntary basis** will post an open invitation to schools interested in and committed to complete the course. All participants need to **self-enroll at www.keep.edu.hk**. Refer to **Enclosure B** for the detailed instructions.

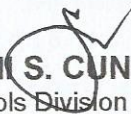
6. For the school-level MOOC, each school is expected to send **two participants: one (1) School Head and one (1) teacher** assigned as WinS focal person or school-level WinS coordinator. (Refer to **Enclosure C**)

7. All identified participants are instructed to register at **tinyurl.com/onlineregwinсмоoc** and create an account at keep.edu.hk before enrolling in the course. Please refer to the following enclosures: (A) matrix for the list of participants, (B) step-by-step guide on how to create an account in KEEP

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8. Questions and/or clarifications shall be directed to the School Health Section of this Division.
9. Immediate dissemination of and strict compliance with this memorandum is desired.


LEILANI S. CUNANAN, CESO V
 Schools Division Superintendent

/shsmemmooc2019

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Enclosure A

REGION	SCHOOL LEVEL MOOC				No. Of schools per Region
	Target Number of Schools				
	Divisions to fill-up allotted slots (MANDATORY participation)	No. Of schools	Divisions to open the invitation (VOLUNTARY participation)	No. Of schools to be invited	
National Capital Region (NCR)	Pasay City	32	Navotas	21	204
			Quezon City	151	
Region III	Gapan City	43	Bataan	202	342
			Angeles City	54	
			Olongapo City	43	
Region V	Iriga City	52	Catanduanes	276	395
	Ligao City	67			
Region VII	Siquijor	78	Cebu City	123	225
			Tagbilaran City	24	
Region X	Misamis Occidental	344	Cagayan de Oro City	107	574
	Oroquieta City	55	Camiguin	68	
	TOTAL SCHOOLS:	671	TOTAL SCHOOLS:	1,069	1,740
	x 2 participants/school = 1,342		x 2 participants/school = 2,138		3,480 pax.

DIVISION LEVEL MOOC

REGION	SCHOOLS DIVISIONS (MANDATORY PARTICIPATION)		TOTAL PER REGION
	SDO Names	Participants per SDO	
National Capital Region (NCR)	Pasay City	4	12
	Navotas	4	
	Quezon City	4	
Region III	Bataan	4	16
	Angeles City	4	
	Olongapo City	4	
	Gapan City	4	
Region V	Iriga City	4	12
	Ligao City	4	
	Catanduanes	4	
Region VII	Cebu City	4	12
	Siquijor	4	
	Tagbilaran City	4	
Region X	Cagayan de Oro City	4	16
	Camiguin	4	
	Misamis Occidental	4	
	Oroquieta City	4	
TOTAL Number of Participants:			68



INNOTECH



Deutsche Gesellschaft
für Internationale
Zusammenarbeit (GIZ) GmbH

How to Enroll in the Course



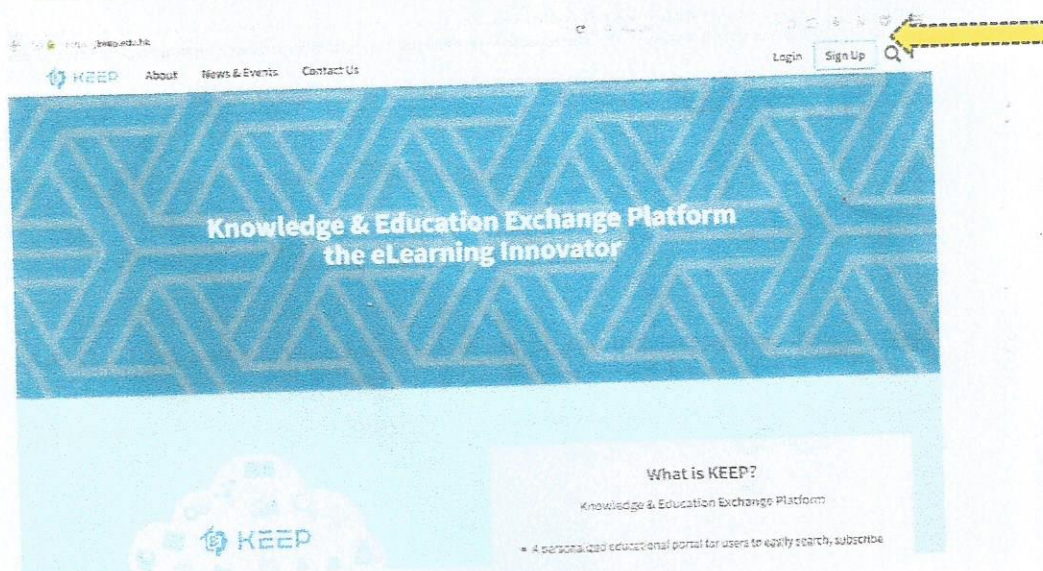
LEADING WINS IN SCHOOLS

Welcome to LEADING WINS, a Massive Open Online Course (MOOC) on WASH in Schools. Follow the step by step guide below to enroll.

The course is running on a platform, KEEP (Knowledge and Education Exchange).

To enroll in the course, you need to create an account in the KEEP platform and then enroll in the course. Here's a step by step guide. If you already have a KEEP account, you can go straight to Step No. 5.

1. Go to <http://www.keep.edu.hk>. Click "Sign Up" on the upper right hand corner of the page.



2. Fill out the form.

Sign Up - Create Your KEEP Account

Full Name

Please enter your real name.

Username

The username must be between 2 and 30 characters long, and contain only letters, numbers, hyphen(-), and underscore(_). It cannot contain spaces.

Email

Confirm Email

Password

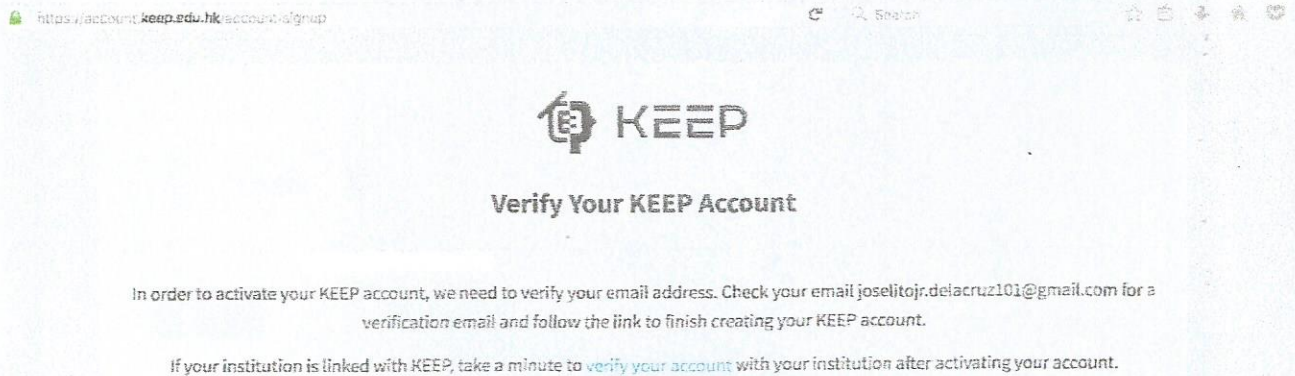
The password must be at least 8 characters long and contain at least 1 uppercase letter, 1 lowercase letter, 1 digit and 1 special character (!, ?, %, *, =, ^, \$, &, -, @, _). It cannot contain spaces.

Confirm Password

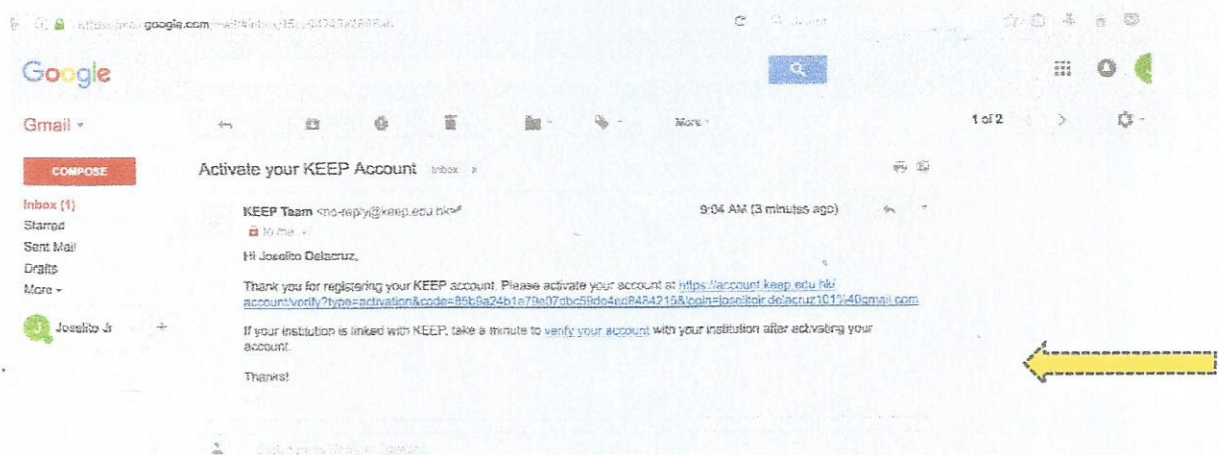
☒ I agree to the [Terms and Conditions](#)

[Sign Up](#)

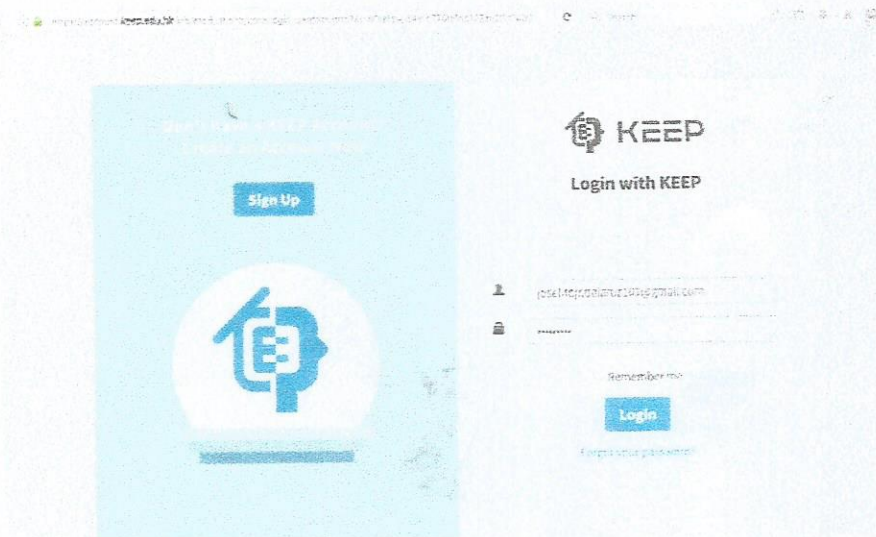
After filling out the form, you will see this notification



3. Go to your email and check the email from KEEP. Click on the activation link provided within that email.



4. After clicking on the activation link, you will be led to this log in page. Log in using your email and the password you provided for KEEP.



You will then be asked to fill in details for your account. Fill out the form.

5. To enroll in the course. Go to the COURSE LINK:
<https://course.keep.edu.hk/course/226461>

It is important that you get this link correctly.

6. Click the "Enroll" button

LEADING WINS

via OPENedX

Education and Teaching

Teacher Development

Enroll

Course Details

Reviews

Instructor(s): Ethel Joan Atienza, Galvin Ngo

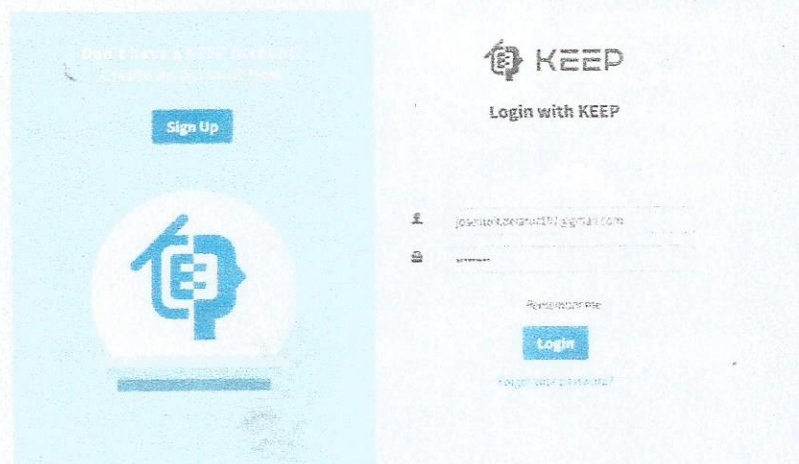
Institution: seameo-innotech

Provider: KEEP Open edX

Start Date: 26 Mar 2019

Commitment: 4 hours/week

7. Log in using your keep account details.





Since you are already enrolled, the next time you log in, simply go back to the course link: <https://course.keep.edu.hk/course/226461> and log in. You will see a "View Course" button once the course opens in January.

The course is self-paced. This means that you can manage your time in going through the course activities. It's up to you. We will be emailing you a sample self-study plan before the course begins so you have a sample.

If you have any concerns, please feel free to contact the MOOC Project Team:

- by email wins.mooc@depd.gov.ph
- Facebook Page [leadingwinsmooc](#)
- Call us at 9247681 to 84 local 195 and look for Joan

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Enclosure C-1

List of Selected Schools for Massive Open Online Courses (MOOC) on WinS



Name of School EAST DIST

- 1 ANGELES E/S
- 2 A.G.TINIO E/S
- 3 BELEN HOMESITE E/S
- 4 CUTUD E/S
- 5 DAMES
- 6 ENRICA SANDICO E/S
- 7 GOV. RAFAEL LAZATIN I/S
- 8 MINING E/S
- 9 NORTHVILLE15 I/S
- 10 JOSE P. DIZON E/S
- 11 PINEDA GUTIERREZ E/S
- 12 PULUNGBULU E/S
- 13 SN. IGNACIO E/S
- 14 SAPALIBUTAD E/S
- 15 STO. DOMINGO I/S

Name of School NORHT DIST

- 1 EPZA E/S
- 2 C.N.DAYRIT E/S
- 3 MARISOL BLISS E/S
- 4 PULUNG CACUTUD E/S
- 5 SALAPUNGAN E/S
- 6 STA. MARIA E/S
- 7 SITIO PADER E/S
- 8 T.P.TINIO E/S
- 9 VIRGEN DELOS REM. E/S

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Enclosure C-2

Name of School SOUTH DIST

- 1 APUNG GUIDANG E/S
- 2 CUTCUT E/S
- 3 DON PEPE HENSON E/S
- 4 LEONCIA VILLAGE E/S
- 5 LNW E/S
- 6 M. NEPOMUCENO
- 7 STO. ROSARIO E/S

Name of School WEST DIST

- 1 A.G.PABALAN E/S
- 2 AMSIC I/S
- 3 CUAYAN E/S
- 4 E.M.GANZON E/S
- 5 GUECO BALIBAGO E/S
- 6 MALABANAS I/S
- 7 PAMPANG E/S
- 8 SAPANGBATO E/S
- 9 STA. TERSITA E/S
- 10 TACONDO E/S
- 11 SITIO TARGET
- 12 AIR FORCE CITY E/S

Name of School HIGH SCHOOL

- 1 A C NATIONAL TRADE SCHOOL (JHS)
- 2 FGNMHS
- 3 ACSHS (Stand alone)
- 4 RLLMHS
- 5 ACNHS
- 6 SAPANGBATO NATIONAL HS (JHS)
- 7 CMRICTHS
- 8 ACSciHS (JHS)
- 9 B.V. ROMERO HS
- 10 Dr. C.N. DAYRIT SR. MEMORIAL HS
- 11 ACSciHS (SHS)

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