

Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OFFICE- IFUGAO
Lagawe

August 25, 2016

DIVISION MEMORANDUM

No. 156 s.2016

GUIDELINES ON THE DEVELOPMENT AND EVALUATION OF LEARNING RESOURCES

To: School Heads, Elementary and Secondary
Public School District Supervisors
Education Program Supervisors
All Others Concerned:

1. The Department of Education-Schools Division of Ifugao-Learning Resource Management and Development System (LRMDS) is trying its best to come up with contextualized learning resources in support of a culture-based education.
2. The development and production of learning resources are based on **needs** that have been **identified** in the SIP/AIP and in the School Learning Resource Development Plan. To ensure alignment of plans, the request letter to prepare Learning Resource (LR) with proposal, addressed to the Schools Division Superintendent and endorsed by the School Head is required for LR request approval.
3. The proposal should be simple and should contain the parts described in the attached format.
4. The evaluation of LR is to be done in the following level using the prescribed evaluation tools which are available in the SDO-LRMDC:
 - a. School level- After the LR (in e-copy) is made by the developer, it shall be submitted to the School LR Committee for evaluation. Contextualized LRs are to be evaluated first by the Council of Elders in the school level.
 - b. Division level- The Division LR Committee will receive and evaluate the LR (in e-copy) forwarded by the School LR Committee Chairperson with the evaluation reports via the LRMDS Supervisor.
 - c. Regional level- The Regional LRMDC will receive and further evaluate the LR with evaluation reports submitted by the SDO-LRMDS. If the LR passes the evaluation, then the LR can be uploaded in the LR portal for access of users.
5. The LR may be returned to the developer at any level in the evaluation process depending on the corrections/revisions.
4. Immediate dissemination and strict compliance with this memo is directed.


SALLY B. ULLALIM, CESO V
Schools Division Superintendent 

Learning Resource Development Proposal

1. Identifying Information:

- a. LR Title:
- b. Proponent:
- c. Beneficiaries:
- d. Competency and Competency Code:
- e. Location:
- f. Fund Source:
- g. Total Cost:

11. Background and Rationale- unfolds the actual picture or scenario surrounding the problem you intend to solve with the use of the LR you plan to prepare. This should be supported by data to show that the LR you are to prepare is really what your class or school needs based on identified least learned competency/ies.

111. Objectives- enumerate what you intend to achieve **after** making the LR and using it.

1V. Description- briefly describes what the project is all about.

V. Implementation Plan- spells out the detailed activities to be undertaken in the making of the LR in a table form with the following columns: Objective, activities, persons involved, time frame and expected output. Please take note not to mix up objective with activities. Activities are the details you do to achieve the specified objective.

V1. Budgetary Requirement- reflects the list of all the materials and services needed in the project with the corresponding value.

V11. Impact- describes the short and long term effect of the developed and evaluated LR on pupils performance.

