



Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OF CAPIZ
Banica, Roxas City



November 5, 2019

Division Memorandum

No. 272 s. 2019

**DIVISION TRAINING WORKSHOP ON THE DEVELOPMENT OF ELECTRONIC TEST
ITEM BANK IN ALL LEARNING AREAS**

- To: Public Schools District Supervisors/ OICs of the Districts
Heads, Public Elementary, Secondary and Integrated Schools
1. The Division of Capiz will be conducting a Division Training Workshop on the development of Electronic Test Item Bank in all learning areas on the following dates:
 - a. Development Phase - November 21 - 23, 2019
 - b. Encoding / Editing Phase - November 27 - 29, 2019
 - c. Finalization Phase - December 5 - 7, 2019 Venue of the training workshop will be announced later.
 2. The activity aims to:
 - a. review the competencies covered per grading period in the different subject areas;
 - b. prepare table of specifications;
 - c. prepare set of test items per grading period; and
 - d. convert all prepared test materials into an electronic test item bank.
 3. Outputs of the training workshop will be used in the conduct of School Assessment of Learning (SAL) for all learning areas on February 2020.
 4. Participants are advised to bring laptop, curriculum guides, teachers guides, learners materials, and other testing materials that will be used during the workshop.
 5. Attached is the matrix and the participants of the training workshop.
 4. Expenses relative to the conduct of this activity shall be charged against NEAP fund **subject to the usual accounting and auditing rules and regulations.**
 5. Immediate and wide dissemination of this memorandum is desired.


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