



Republic of the Philippines
Department of Education
REGION VII- CENTRAL VISAYAS
Schools Division of Negros Oriental

Office of the Schools
Division Superintendent

02 MAY 2024

DIVISION MEMORANDUM

No. 0799, s. 2024

DISSEMINATION ON THE REQUEST FOR PARTICIPANTS FOR THE CONDUCT OF MICROSOFT ARTIFICIAL INTELLIGENCE BOOTCAMP: WORKSHOP ON M365 AI TOOLS AND LEARNING ACCELERATORS FOR DEPED LEARNERS

To: Assistant Schools Division Superintendent
Chief, CID and SGOD
Public Schools Supervisors
All Public School Heads
All Others Concerned

1. Attached is the **REGIONAL MEMORANDUM NO. 368 S. 2024**, which announces the *Request for Participants for the Conduct of Microsoft Artificial Intelligence Bootcamp: Workshop on M365 AI Tools and Learning Accelerators for DepEd Learners* on April 30 to May 18, 2024.
2. In this regard, all secondary learners in public schools who have graduated from the MYA Program. Additionally, MYA program graduates from private institutions and those who are currently pursuing tertiary education are highly encouraged to join.
3. Please refer to the enclosure of this memorandum for other details.
4. Immediate dissemination of this Memorandum is desired.


NERI C. OJASTRO EdD, CESO V
Schools Division Superintendent

NCO/EQA-RAV/SGOD/REP/JeyleneE/Cerial
April 29, 2024



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Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS

Office of the Regional Director

REGIONAL MEMORANDUM

No. **368**, s. 2024

25 APR 2024

REQUEST FOR PARTICIPANTS FOR THE CONDUCT OF MICROSOFT ARTIFICIAL INTELLIGENCE BOOTCAMP: WORKSHOP ON M365 AI TOOLS AND LEARNING ACCELERATORS FOR DEPED LEARNERS

To: Schools Division Superintendents
Assistant Schools Division Superintendents
All Others Concerned

1. This has reference to Memo No. DM-OUOPS-2024-11-03039 titled Request for Participants for the Conduct of Microsoft Artificial Intelligence Bootcamp: Workshop on M365 AI Tools and Learning Accelerators for DepEd Learners on April 30 to May 18, 2024.
2. The activity aims to enable and equip 300 Microsoft Youth Ambassadors (MYAs) and up to 300 Youth Formation Coordinators (YFCs) and BLSS-YFD Staff with the necessary skills and knowledge to effectively disseminate Microsoft 365 and its AI capabilities to their peers and provide an opportunity to earn competencies related to AI and the latest cloud technology tools through Microsoft Learn, thereby enhancing their professional development and credentials.
3. In view thereof, the BLSS-YFD requests the participation of the Regional and Division YFCs, as well as secondary learners in public schools who have graduated from the MYA Program. Additionally, MYA program graduates from private institutions and those who are currently pursuing tertiary education are highly encouraged to join.
4. Everyone is also reminded of the provisions outlined in DepEd Order No. 2, s. 2023, which states that extracurricular activities can be conducted after school hours, shall be strictly observed in relation to the conduct of this activity.
5. Furthermore, all School Heads, through their respective Information and Communications Technology (ICT) Coordinators and Supreme Learner Government (SLG) Teacher-Advisers, shall assist all interested learners in registering, as well as in their entire journey in the said program.
6. Immediate dissemination and compliance with this Memorandum is enjoined.


SALUSTIANO T. JIMENEZ JD, EdD, CESO V
Director IV
Regional Director

STJ/PYA/ESSI/TTP/gj



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 DepEd Tayo Region VII

 region7.deped.gov.ph



Republic of the Philippines
Department of Education
BUREAU OF LEARNER SUPPORT SERVICES

Office of the Director


ADVISORY

This is in relation to the released Office of the Undersecretary for Operations (OUPPS) Memorandum titled, "Request for Participants for the Conduct of Microsoft Artificial Intelligence Bootcamp: Workshop on M365 AI Tools and Learning Accelerators for DepEd Learners", dated April 5, 2024.

The Bureau of Learner Support Services - Youth Formation Division (BLSS-YFD) hereby informs all concerned that the conduct of the said activity originally planned for April 23, to May 11, 2024, will be rescheduled to April 30, to May 18, 2024, due to unforeseen administrative matters.

For questions and concerns, please contact the BLSS-YFD. General email is blss@deped.gov.ph

Please be guided accordingly. Thank you.


Atty. SUZETTE T. GANNABAN-MEDINA
Officer-in-Charge, Division IV
Bureau of Learner Support Services and
Learner Rights and Protection Unit



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Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

MEMORANDUM

DM-OUOPS-2024-0-03039

**TO: Regional Directors
 Minister, Basic Higher, and Technical Education, BARMM
 Regional and Division Youth Formation Coordinators
 Schools Division Superintendents
 All Others Concerned**

[Signature]
FROM: ATTY. REVSEE A. ESCOBEDO
Undersecretary for Operations

[Signature]
DR. DEXTER A. GALBAN
Assistant Secretary for Operations

**SUBJECT: REQUEST FOR PARTICIPANTS FOR THE CONDUCT OF
 MICROSOFT ARTIFICIAL INTELLIGENCE BOOTCAMP:
 WORKSHOP ON M365 AI TOOLS AND LEARNING
 ACCELERATORS FOR DEPED LEARNERS**

DATE: April 05, 2024

The Operations Strand, through the Bureau of Learner Support Services - Youth Formation Division (BLSS-YFD), in collaboration with Microsoft Philippines, will conduct **Microsoft Artificial Intelligence (AI) Bootcamp: Workshop on M365 AI Tools and Learning Accelerators for DepEd Learners** every Tuesdays and Saturdays from April 23 to May 11, 2024 via Microsoft Teams.

This activity aims to:

1. enable 300 Microsoft Youth Ambassadors (MYAs) and up to 300 Youth Formation Coordinators (YFCs), and staff of the DepEd BLSS-YFD for the adoption and consumption of AI tools within Microsoft 365 for enhanced productivity and collaboration;
2. equip MYAs, YFCs, and staff of the BLSS-YFD with the necessary skills and knowledge to effectively disseminate Microsoft 365 and its AI capabilities to their peers; and
3. provide an opportunity to earn competencies related to AI and the latest cloud technology tools through Microsoft Learn, thereby enhancing their professional development and credentials.

BLSS-YFD-2024-04-032



In this regard, the DOST-YPTV requests the participation of the **Regional and Division YFCs**, as well as **secondary learners in public schools who have graduated from the MYA Program**. Additionally, MYA program graduates from private institutions and those who are currently pursuing tertiary education are highly encouraged to join.


It is important to note that the provisions outlined in DepEd Order No. 3 s. 2023, which states that extracurricular activities can be conducted after school hours, shall be strictly observed in relation to the conduct of this activity.

Furthermore, all School Heads, through their respective Information Communication Technology (ICT) Coordinators and Supreme Secondary Learner Governance (SSLG) Teacher Advisers, shall assist all interested learners in registering, as well as in their entire journey in the said program. For more details about the program, kindly refer to **Annex A**.


For more information, questions, and/or concerns, kindly contact **Mr. Rovin James F. Canja**, Project Development Officer IV, Officer-in-Charge at rovin.canja@dost.gov.ph.


For immediate dissemination and compliance.

Very truly yours,


Project Development Officer IV, Officer-in-Charge

Approved:  Mr. Rovin James F. Canja, Project Development Officer IV, Officer-in-Charge

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Program Overview

MICROSOFT ARTIFICIAL INTELLIGENCE BOOTCAMP: WORKSHOP ON M365 AI TOOLS AND LEARNING ACCELERATORS FOR DEPED LEARNERS

In line with the legal frameworks provided by the Philippine Constitution and the Enhanced Basic Education Act of 2013, and other relevant initiatives like the HEDP 2030 and the MATATAG Curriculum General Shaping Paper, which emphasize holistic development, 21st-century skills, and adaptability to tackle modern challenges, the Microsoft Youth Ambassadors (MYA) program was launched to empower Filipino learners and youth leaders in a technology-driven world. It has produced 572 individuals across its first and second implementations capable of exhibiting proficiency in 21st Century Skills, especially in Digital Literacy. With its substantial learner base, it provides an opportunity to further harness their ability to bring positive changes in their community and rally them to aid in empowering their peers. As a result, the Artificial Intelligence Bootcamp has been designed. This pioneering initiative aims to equip the MYA graduates, Youth Formation Coordinators, and Youth Formation Division staff, with knowledge about Artificial Intelligence and Cloud Technologies. Microsoft Learn will be used to give participants the necessary credentials and skills for educational growth.

Thus, the Operations Strand through Bureau of Learner Support Services (BLSS) – Youth Formation Division (YFD), in collaboration with Microsoft Philippines, will conduct the **Microsoft Artificial Intelligence (AI) Bootcamp: Workshop on M365 AI Tools and Learning Accelerators for DepEd Learners** virtually via Microsoft Teams from **April 23 to May 11, 2024**, every **Tuesdays (For YFCs and YFD Staff)** and **Saturdays (For MYAs)**. Up to 300 MYA fellows, 300 Youth Formation Coordinators from the 17 regions, and the BLSS – YFD Staff are requested to participate in the program.

A. Benefits of Microsoft AI Bootcamp

1. **Empowered Staff and Learners:** Through comprehensive training sessions, participants will gain the skills and knowledge necessary to proficiently utilize AI tools within Microsoft 365. This empowerment fosters a culture of innovation and proficiency, enabling participants to enhance productivity and collaboration within their respective roles.
2. **Enhanced Learning Experiences:** Participants will be empowered to deliver engaging and effective educational content, thereby contributing to improved educational outcomes and skill development among their colleagues.
3. **Improved Productivity:** Participants can anticipate noticeable improvements in day-to-day productivity as they become adept at utilizing AI tools within Microsoft 365. These tools streamline workflows, automate tasks, and provide valuable insights, leading to increased efficiency in various projects and responsibilities.
4. **Engagement and Collaboration:** Dynamic interactive sessions hosted on platforms like Microsoft Teams will engage participants in rich learning experiences. Through active participation and collaboration, participants will have the chance to exchange ideas, share knowledge, and learn from one another, maximizing the educational initiatives' impact.

- 3. Knowledge Dissemination and Awareness:** Participants will play a vital role in the widespread dissemination of knowledge about Microsoft 365's AI functionalities and cloud technologies. By leading informative sessions, participants will contribute to raising awareness and promoting the adoption of these technologies within their organizations and beyond.

DepEd is committed to nurturing 21st-century skills to facilitate the holistic development of learners. This commitment is strengthened by the introduction of an initiative that focuses on digital literacy, providing learners with essential knowledge in AI and cloud technology, both widely relevant today.

B. Qualifications

The AI Bootcamp shall be attended by MYA fellows, YFCs, and BLSS-YFD Staff. Their qualifications are as follows:

1. MYA Fellows

- Must be a bona fide MYA 1.0 or 2.0 Fellow;
- Must have an active Office 365 account. Learners with no Office 365 account yet may contact their school ICT coordinator;
- Must be proficient in using Windows 10/11 devices (desktop or laptop);
- Must be knowledgeable about Microsoft Office 365 applications including Teams, Word, Excel, and PowerPoint; and
- MYA program graduates from private institutions and those who are now in tertiary education are highly encouraged to join.

2. Youth Formation Coordinators

- Must be a designated Regional Youth Formation Coordinator or a designated Division Youth Formation Coordinator;
- Must be willing to assist the MYA learner-participant of their division during the workshop and final project;
- Must be open to leading and assisting digital literacy-related programs, projects, and activities for learners; and
- Please note that there is only 1 slot to be provided per division.

3. YFD Staff

- Must be a staff of the BLSS-YFD.

C. Bootcamp Mechanics

- All individuals eligible to participate in the said program must fill out the **Registration Form**, which is accessible through this link: <https://forms.gle/7wvrgM5M1k8v9vauw>
- MYA fellows must complete and upload the **Parental Consent and Waiver Form** via the registration form, kindly refer to **Annex B**. You may also download a soft copy of the said form via this link: <https://forms.gle/7wvrgM5M1k8v9vauw#Waiver>

Annex B.

PARENTAL CONSENT AND WAIVER FORM

This form confirms that I agree to allow the participation of my son/daughter in the **Microsoft AI Bootcamp**. This is to confirm that I give full permission in any recording that may be done during the conduct of this program and to use some or all of their image/contribution/performance in any publication (including electronic publications such as film or website) created by or for the Bureau of Learner Support Services-Youth Formation Division (BLSS-YFD) and to release this material to Microsoft Philippines, Ince Learning and Development Solutions and DepEd Official platforms.

I hereby confirm that I agree and understand the commitment of my son/daughter as a participant in the program. I also understand and will support my son/daughter's endeavor to meet the expectations, guidelines, and responsibilities of his/her fellow learners and the BLSS-YFD.

CONTACT DETAILS FOR QUESTIONS OR PROBLEMS

For any concerns or clarification, you may contact the BLSS-YFD through the email address at blss@deped.gov.ph.

 Signature of Parent/Guardian over Printed Name	 Contact Details (Mobile Number)
 Name of Learner	 Date

* Please Remind the recipient(s) to sign a form to give school and grant learner health consent (completion of this form is a pre-requisite for the event).



3. Please be advised that the sessions dedicated to the YFCs, and learners are conducted every Tuesday and Saturday, respectively. The organizing team will finalize the schedule of activities and the content of the topics to be discussed.
4. Please note that there are only 300 slots available for learner participants and 300 slots for Regional and Division YFCs.