



Republic of the Philippines  
Department of Education  
Region X – Northern Mindanao  
**DIVISION OF MISAMIS ORIENTAL**  
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## **DIVISION ADVISORY**

August 1, 2014

To: **Public Schools District Supervisor**  
**Elementary School Heads**  
**Secondary School Heads/School MTAP Coordinator**  
**District MTAP Coordinators**

Fr: **CHERRY MAE L. LIMBACO, Ph. D., CESO V**  
Schools Division Superintendent

Re: **2014 MTAP-DEPED Saturday Mathematics Programs**

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This is in reference to Dep ED Advisory No. 275, s. 2014 MTAP-DEPED Saturday Mathematics Programs.

Please be advised that the MTAP Saturday class for regular program will start on August 9 up to September 13, 2014, this will be conducted for six (6) Saturdays from 8:00 AM to 12:00 noon. This program is for pupils/students who belong from the 25<sup>th</sup> to the 85<sup>th</sup> percentile at each grade level from Grade I to Fourth Year.

For mathematically talented pupils, the Saturday class will start on October 11 to November 29, 2014, except November 1, 2014; this will be conducted for seven (7) Saturdays from 8:00 AM to 12:00 noon. This program is for pupils/students who belong to the top 15<sup>th</sup> percentile.

A written permit from the parents is necessary.

Please be advised also that the materials for the 2014 MTAP-DEPED Saturday Mathematics Programs are now available at the Division Office, please see or call at mobile no. 09196981089 **Dr. Joel L. Jayme**, Division Math Coordinator for a copy.

For information and guidance.



## Guidelines for Trainers

1. Be at the Center at least 15 minutes before the beginning of sessions to take your class to the classroom. On the first session, come even earlier to help organize the classes. As much as possible, take your class to their room at the beginning of the session and after recess. Take them down for recess, when it is time, and at the end of the session. Do not leave them alone in the room.
2. See to it that the students in the class are all in uniform. In case the uniform is in the laundry, tell your students to wear their P.E. uniform or even a white T-shirt and blue or black pants or jeans and hang their ID around their neck. It is important that only participants in the sessions enter the school premises for the sessions for the protection of the students.
3. Always be thoroughly prepared for classes. For this purpose, always ask your Center coordinator for the materials at least two days, preferably one week, before the session. If necessary, take the trouble to go to your coordinator for the materials. We have had complaints about tutors not prepared for the sessions. Please avoid being too dependent on the material. The pupils must see that you know your material well. The "Hints" which contain solutions of more difficult problems are prepared to help you.
4. Avoid sitting down during sessions especially at the beginning. If you really need to sit down, do it for a few minutes but not for long periods. Go around while the students are doing seatwork.
5. Use cooperative learning. In the first session, tell your students to choose a partner with whom they are to work. During seatwork, partners are to work together but they may discuss with the pair in front of them or the one behind. Allow students to help each other. For Challenge problems, allow two pairs to work together. Tell them to bring a calculator even a borrowed one. Study well the paper on Cooperative Learning.
6. Review well each principle involved before you ask the students to do the exercises or give seatwork. Let them explain to each other. Let them pretend the partner does not know the procedure being learnt and the other will explain to him/her. Then they exchange roles. Ask students to justify/explain answers that depend on principles. Your objective is to help your students to learn by themselves. The less your students need you, the more successful as a teacher you are. For regular students, go more slowly and use more illustrations than for talented ones.
7. Make sure answers to problems are explained. Do not allow the good ones to monopolize the sessions. There have been complaints that answers to problems are not explained because the good students are allowed just to give the answers without explanations. Also, some teachers just give answers without explanation.
8. Show concern for your students. Make them feel that you want to see them always present. Make students from the same school look after each other.
9. For the elementary and First Year, teach them mental computation and estimation, and do a lot of it at the beginning of each session. Review rounding of numbers. Use games and competitions.
10. Use Naming the Baby as a form of drill. Even teachers find this game exciting. This can be for any of the operations and is played as a relay. Groups of 4-6 line up with the first in line holding a piece of chalk. When the teacher says, "The last name of the Baby is...", the one holding the chalk writes the required numbers, gives the chalk to the next in line and goes to the back of the line.

Addition: Give the sum, e.g. 27. Each member of the team writes two numbers whose sum is 27. At first allow the use of 1-digit and 2-digit numbers at the same time.

Subtraction: Give the difference

Multiplication: Give a number like 36 and each member gives two numbers whose product is 36. Chose numbers with many pairs of factors.

Division: Give the quotient. Each member of the team gives the dividend and divisor whose quotient is the given number. This is easier than multiplication but it needs knowledge of multiplication.