



Republic of the Philippines  
**Department of Education**  
REGION X – NORTHERN MINDANAO  
**SCHOOLS DIVISION OF MISAMIS ORIENTAL**

**Office of the Schools Division Superintendent**

**June 20, 2023**

**DIVISION MEMORANDUM**

No. 344 s. 2023

**“REITERATION ON THE CONDUCT OF THE ENGLISH, SCIENCE AND  
MATHEMATICS ASSESSMENT FOR THE NATIONAL LEARNING CAMP  
ASSESSMENT”**

To: Schools Governance and Operations Division (SGOD)  
Curriculum Implementation Division (CID)  
Public Schools District Supervisor/Districts In Charge  
Secondary School Heads  
All Others Concerned

1. This is in reference to DepEd Regional Memorandum No. 321, s. 2023 dated June 14, 2023, 2023 reiterating DepEd Memorandum DM-OUCT-2023-148 on the **CONDUCT OF THE ENGLISH, SCIENCE AND MATHEMATICS ASSESSMENT FOR THE NATIONAL LEARNING CAMP ASSESSMENT**, which informs all public secondary schools of the conduct of the Pre-test of the assessment from June 21 to July 7 to all Grades 7 and 8 learners enrolled in all public secondary schools for SU 2022-2023 while Post-Test shall be then conducted in August 2023 to Grades 8 and 9 learners, SY 2023-2024.

2. The National Learning Camp (NLC) is one of the learning recovery strategies aligned with the MATATAG agenda to provide transformative, concrete, and targeted forms to improve the country’s education system further. On the other hand, the NLC Assessment shall use the pre-test-post-test design to describe the effectiveness of the learning camp intervention on the learning proficiencies of participating learners before and after attending the NLC.

3. The National Learning Assessment is an online computer-based assessment using the DepEd LMS Moodle platform, which shall be administered in testing centers compliant with the technical requirements and specifications set by the DepEd-Central Office.

4. Attached are the National Learning Camp Assessment (NCLA) for grades 7 and 8 Test Administration Guidelines, DepEd Memorandum No. DM-OUCT-2023-148 and the Lists of the Division Testing Centers for smooth conduct and ready reference.

5. For further clarifications, kindly contact the School Management, Monitoring & Evaluation Section Mr. Danny A. Asio through email address [danny.asio@deped.gov.ph](mailto:danny.asio@deped.gov.ph)





Republic of the Philippines  
**Department of Education**  
REGION X – NORTHERN MINDANAO  
**SCHOOLS DIVISION OF MISAMIS ORIENTAL**

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6. For your information, guidance, and compliance.

**EDILBERTO L. OPLENARIA, EdD, CESO V**  
Schools Division Superintendent

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ELO/EGD/sgod/mma-daa-mgm



Address: Del Pilar corner Velez Street, Brgy. 29, Cagayan de Oro City 9000  
Telephone Nos.: (088) 881-3094 | Text: 0917-8992245 (Globe)  
Website: [www.deped.misor.net](http://www.deped.misor.net)  
Email: [misamis.oriental@deped.gov.ph](mailto:misamis.oriental@deped.gov.ph)

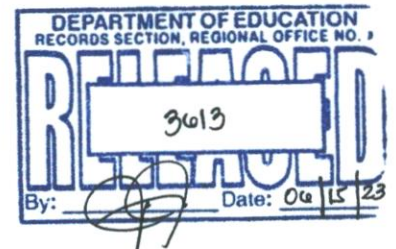
## LISTS OF TESTING CENTERS

	<b>DIVISION</b>	<b>School ID</b>	<b>TESTING CENTERS (Name of School)</b>
1	Misamis Oriental	304059	Alubijid NCHS
2	Misamis Oriental	304081	Lourdes Alubijid NHS
3	Misamis Oriental	315306	Rosario NHS
4	Misamis Oriental	341227	Balingasag SHS
5	Misamis Oriental	501312	Mambayaan IS
6	Misamis Oriental	304092	Misamis Oriental NHS
7	Misamis Oriental	304097	San Isidro NHS
8	Misamis Oriental	304061	Baliwagan NHS
9	Misamis Oriental	304098	San Juan NHS
10	Misamis Oriental	304085	Mantangale NHS
11	Misamis Oriental	304069	Dr. Gerardo Sabal MNHS
12	Misamis Oriental	315309	Aposkahoy NHS
13	Misamis Oriental	304083	Malagana NHS
14	Misamis Oriental	304087	Mat-i (Claveria) NHS
15	Misamis Oriental	304071	Hinaplanan NHS
16	Misamis Oriental	315314	Patrocinio NHS
17	Misamis Oriental	304086	Matangad NHS
18	Misamis Oriental	500519	Andales IS
19	Misamis Oriental	304072	Initao NCHS
20	Misamis Oriental	315317	Kalacapan NHS
21	Misamis Oriental	304063	Bobontugan NHS
22	Misamis Oriental	315302	Danao NHS
23	Misamis Oriental	304060	Aplaya NHS
24	Misamis Oriental	304073	Jasaan NHS
25	Misamis Oriental	500253	Calubo IS
26	Misamis Oriental	304070	Esperanza NHS
27	Misamis Oriental	360848	Esperanza SHS
28	Misamis Oriental	304077	Kinoguitan Nat'l Agricultural HS
29	Misamis Oriental	341233	Kinoguitan SHS
30	Misamis Oriental	341228	Mantangale SHS
31	Misamis Oriental	304068	Dampil NHS
32	Misamis Oriental	341234	Lagonglong SHS
33	Misamis Oriental	315304	Lumbo NHS
34	Misamis Oriental	304075	Kibaghot NHS
35	Misamis Oriental	304078	Laguindingan NHS
36	Misamis Oriental	304079	Libertad NHS
37	Misamis Oriental	360847	Lugait SHS
38	Misamis Oriental	304066	Consuelo NHS
39	Misamis Oriental	304076	Kibungsod NHS
40	Misamis Oriental	304064	Cabalantian NHS
41	Misamis Oriental	315307	Manticao NHS

42	Misamis Oriental	304089	Medina NCHS
43	Misamis Oriental	304095	Portulin NHS
44	Misamis Oriental	304090	Don Gregorio Pelaez NHS
45	Misamis Oriental	127817	Gov. Pelaez ES
46	Misamis Oriental	304091	Mis. Or. Gen. CHS
47	Misamis Oriental	127931	Macabagla ES
48	Misamis Oriental	127932	Mapulog ES
49	Misamis Oriental	341230	Maputi SHS
50	Misamis Oriental	304088	Mat-i (Naawan) NHS
51	Misamis Oriental	315303	Naawan NHS
52	Misamis Oriental	304094	Opol NSTS
53	Misamis Oriental	315312	Inobulan (Honga Gue) NHS
54	Misamis Oriental	304080	Looc NHS
55	Misamis Oriental	304096	Salay NHS
56	Misamis Oriental	304062	Binuangan NHS
57	Misamis Oriental	304101	Sugbongcogon NHS
58	Misamis Oriental	304099	Sta. Ana NHS
59	Misamis Oriental	315310	Casinglot NHS
60	Misamis Oriental	304102	Tagoloan NHS
61	Misamis Oriental	341231	Tagoloan SHS
62	Misamis Oriental	304084	Mandahilag NHS
63	Misamis Oriental	341235	Sta. Ines SHS
64	Misamis Oriental	304093	Talisayan NHS
65	Misamis Oriental	304074	Kalingagan NHS
66	Misamis Oriental	304103	Villanueva NHS
67	Misamis Oriental	315315	Tambobong-Balacanas NHS
68	Misamis Oriental	341232	Villanueva SHS
69	Misamis Oriental	500998	Sibantang IS
70	Misamis Oriental		



Republic of the Philippines  
**Department of Education**  
REGION X - NORTHERN MINDANAO



June 14, 2023

REGIONAL MEMORANDUM  
No. 0321, s. 2023

CONDUCT OF THE ENGLISH, SCIENCE, AND MATHEMATICS  
ASSESSMENT FOR THE NATIONAL LEARNING  
CAMP ASSESSMENT

1. Regarding the issued **DepEd Memorandum No. DM-OUCT-2023-148** on the **Conduct of the English, Science, and Mathematics Assessment for the National Learning Camp Assessment** released by the Office of the Undersecretary for Curriculum and Teaching on June 9, 2023, this Office, through the Curriculum Learning and Management Division (CLMD), informs all public secondary schools of the conduct of the Pre-test of the assessment from June 21 to July 7 to all Grades 7 and 8 learners enrolled in all public secondary schools for SY 2022-2023 while the Post-Test shall then be conducted in August 2023 to Grades 8 and 9 learners (same cohort), SY 2023-2024.
2. The National Learning Camp (NLC) is one of the learning recovery strategies aligned with the MATATAG Agenda to provide transformative, concrete, and targeted reforms to improve the country's education system further. On the other hand, the NIC Assessment shall use the pre-test-post-test design to describe the effectiveness of the learning camp intervention on the learning proficiencies of participating learners before and after attending the NLC. The NLC Assessment is an online computer-based assessment using the DepEd LMS Moodle platform, which shall be administered in testing centers compliant with the technical requirements and specifications set by the DepEd-Central Office.
3. To facilitate the smooth conduct of the NLC Assessment Pre-Test, all SDOs shall conduct a division orientation on or before June 19.
4. All division testing coordinators shall accomplish this link: <https://bit.ly/R10NLCTestingCenters> on or before June 16 to encode the list of testing centers with the computer laboratory.

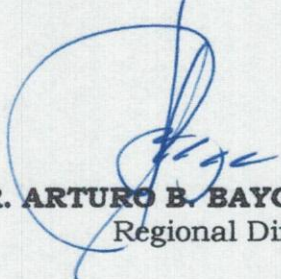


DepEd Regional Office X, Zone 1, Upper Balulang, Cagayan de Oro City  
(088) 856-3932 | (088) 881-3137 | (088) 881-3031  
Department of Education Region 10  
region10@deped.gov.ph  
<http://deped10.com>



5. Attached are the National Learning Camp Assessment (NLCA) for Grades 7 and 8 Test Administration Guidelines and DepEd Memorandum No. DM-OUCT-2023-148 for reference.

6. This Office directs the immediate and wide dissemination of this Memorandum.

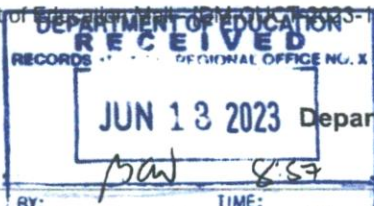


**DR. ARTURO B. BAYOCOT, CESO III**  
Regional Director

ATCH.: As stated  
To be indicated in the Perpetual Index  
under the following subjects:

ASSESSMENT NLC

CLMD/nick



23-98486

Department of Education Region 10 &lt;region10@deped.gov.ph&gt;

## [DM-OUCT-2023-148] Conduct of the English, Science, and Mathematics Assessment for the National Learning Camp Assessment

1 message

Education Assessment Division &lt;bea.ead@deped.gov.ph&gt;

Fri, Jun 9, 2023 at 6:43 PM

To: Department of Education Region 10 <region10@deped.gov.ph>, bukidnon@deped.gov.ph, DepEd Camiguin <depedcamiguin@gmail.com>, lanao.norte@deped.gov.ph, misamis.occidental@deped.gov.ph, misamis.oriental@deped.gov.ph, DepEd Cagayan de Oro City <cagayandeoro.city@deped.gov.ph>, DepEd El Salvador City <elsalvador.city@deped.gov.ph>, DepEd Gingoog City <gingoog.city@deped.gov.ph>, DepEd Iligan City <iligan.city@deped.gov.ph>, malaybalay.city@deped.gov.ph, depedoroquieta@gmail.com, deped ozamiz <deped1miz@gmail.com>, DepEd Tangub City <tangub.city@deped.gov.ph>, depedvalencia21@gmail.com

Dear All,

Good day.

This is to provide you with the DM-OUCT-2023-148 Conduct of the English, Science, and Mathematics Assessment for the National Learning Camp Assessment.

In preparation for the preliminary meeting on June 13, 2023, please prepare a list of the available testing centers per Region/per Schools Divisions Office/per School with the following technical requirements:

Requirement	Technical Specification
1. Testing centers	<ul style="list-style-type: none"> <li>a. With computer laboratories that can accommodate <b>40</b> learners per room</li> <li>b. With an uninterrupted power supply, preferably with a standby power generator</li> <li>c. With <b>40</b> functional desktops/laptops, preferably with additional <b>five (5)</b> computer units that will serve as buffer</li> <li>d. With <b>two (2)</b> adjacent testing rooms in case that the capacity of computer laboratories could not accommodate the required number of computer units and learners</li> </ul>
2. Desktop/Laptop computer units	<ul style="list-style-type: none"> <li>a. With keyboard and mouse</li> <li>b. With at least <b>two (2)</b> GB in RAM, 30 GB hard disk, an Intel three (3) processor or its equivalent</li> <li>c. With internet ready (at least 50mbps bandwidth allocation); anti-virus program, and Windows auto-update are disabled</li> <li>d. With installed Safe Exam Browser (SEB)</li> <li>e. With Windows 8 or 10 Operating System</li> </ul> <p>Note: <i>The SEB installer will be provided by BEA.</i></p>

Technical specifications shall be discussed during the preliminary meeting. Based on the requirements and technical specifications, **all Regional Testing Coordinators** are requested to provide on **June 16, 2023** the accomplished list of testing centers in the attached template and upload the file through this link, <http://bitly.ws/GoCT>.

For more information, contact Bureau of Education Assessment-Education Assessment Division (BEA-EAD) at (02) 863-12589 or through its email address [bea.ead@deped.gov.ph](mailto:bea.ead@deped.gov.ph).

Immediate dissemination of this memorandum is highly desired.

Thank you.

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Best Regards,

**BEA-EDUCATION ASSESSMENT DIVISION**

(02) 631-2589/ 631-2571

2nd flr., Bonifacio Bldg., DepEd Complex,

Meralco Ave., Pasig City

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**[DM-OUCT-2023-148] Conduct of the English, Science, and Mathematics Assessment for the National Learning Camp Assessment.pdf**

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Republic of the Philippines

## Department of Education

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

**MEMORANDUM**  
**DM-OUCT-2023-\_\_\_\_\_**

**TO :** REGIONAL DIRECTORS

**ATTENTION :** SCHOOLS DIVISION SUPERINTENDENTS  
REGIONAL AND DIVISION TESTING COORDINATORS  
REGIONAL AND DIVISION INFORMATION TECHNOLOGY OFFICERS

**FROM :** GINA O. GONONG  
Undersecretary for Curriculum and Teaching

**SUBJECT :** CONDUCT OF THE NATIONAL LEARNING CAMP ASSESSMENT (NLCA)

**DATE :** June 9, 2023

The Bureau of Education Assessment (BEA) shall conduct the National Learning Camp Assessment (NLCA), which is an online computer-based assessment for Grades 7 and 8 public school learners. The assessment tool is designed to identify the effectiveness of the NLCA intervention on the learning proficiencies of participating learners before and after attending the learning camp.

In preparation for the conduct of the NLCA, two (2) virtual meetings will be held. Refer to the details below.

Activity	Date and Time	Topic	Meeting Link
<b>Preliminary Meeting</b>	June 13, 2023 10:00 AM to 12:00 NN	Requirements, Technical Specifications, and Schedule of Test Administration	<a href="http://bitly.ws/GodB">http://bitly.ws/GodB</a>
<b>National Virtual Orientation</b>	June 14, 2023 9:00 AM to 12:00 NN	Test Administration Guidelines	



Republic of the Philippines

## Department of Education

### OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

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On the other hand, the table below shows the requirements and technical specifications for the successful conduct of the NLCA.

Requirement	Technical Specification
1. Testing centers	<ol style="list-style-type: none"><li>With computer laboratories that can accommodate <b>40</b> learners per room</li><li>With an uninterrupted power supply, preferably with a standby power generator</li><li>With <b>40</b> functional desktops/laptops, preferably with additional <b>five (5)</b> computer units that will serve as buffer</li><li>With <b>two (2)</b> adjacent testing rooms in case that the capacity of computer laboratories could not accommodate the required number of computer units and learners</li></ol>
2. Desktop/Laptop computer units	<ol style="list-style-type: none"><li>With keyboard and mouse</li><li>With at least <b>two (2)</b> GB in RAM, 30 GB hard disk, an Intel three (3) processor or its equivalent</li><li>With internet ready; anti-virus program, and Windows auto-update are disabled</li><li>With installed Safe Exam Browser (SEB)</li><li>With Windows 8 or 10 Operating System</li></ol> <p>Note: <i>The SEB installer will be provided by BEA.</i></p>

Based on the requirements and technical specifications, all Regional Testing Coordinators are requested to provide on June 16, 2023 the accomplished list of testing centers in the attached template and upload the file through this link, <http://bitly.ws/GocT>.

For more information, contact Bureau of Education Assessment-Education Assessment Division (BEA-EAD) at (02) 863-12589 or through its email address [bea.ead@deped.gov.ph](mailto:bea.ead@deped.gov.ph).

Immediate dissemination of this memorandum is highly desired.



Republic of the Philippines

**Department of Education**

**OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING**

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*Copy Furnished:* **ATTY. REVSEE A. ESCOBEDO**, Undersecretary for Operations

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1/F, Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City, Philippines

Direct Line: (632) 8633-7202

Email: [ouct@deped.gov.ph](mailto:ouct@deped.gov.ph)



Republic of the Philippines  
**Department of Education**  
BUREAU OF EDUCATION ASSESSMENT

**June 14, 2023**

**National Learning Camp Assessment (NLCA) for Grades 7 and 8  
Test Administration Guidelines**

**A. Objective of Test Administration**

To administer the National Learning Camp Assessment (NLCA) **pre-test** to all Grades 7 and 8 learners (School Year 2022-2023) in all public schools across country.

The NLCA is designed to determine the effectiveness of the learning camp intervention on the learning proficiencies of participating learners before and after attending the National Learning Camp intervention program.

**B. Testing Window and Target Test-Takers**

The pre-test will be administered within a testing window as shown below.

<b>Phase</b>	<b>Testing Window</b>	<b>Target Test-Takers</b>	<b>School Year</b>	<b>Remark</b>
Pre-Test	June 21 - July 2023	Grades 7 and 8 learners (public schools only)	2022-2023	Same cohort / same set of students
Post-Test	August 2023	Grades 8 and 9 learners (public schools only)	2023-2024	

**C. Assessment Tool**

The NLCA is an online computer-based test that will be delivered through the Moodle platform.

The test shall cover learning areas in English, Science, and Mathematics, wherein test items measure varying levels of skills and competencies in a multiple-choice format using the English language.



2/F, Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City 1600  
Telephone No.: (02) 8631-6921 (Telefax); 8631-2588; 8631-2589; 8631-2571; 8631-2591  
Email Address: bea.od@deped.gov.ph; bea.ead@deped.gov.ph; bea.erd@deped.gov.ph; Website: www.deped.gov.ph

#### **D. Enrollment of Learners in the Moodle Platform**

All enrolled Grades 7 and 8 learners from all public schools across the country should activate/access their Moodle LMS accounts using their official DepEd Microsoft accounts for the conduct of the NLC Assessment.

School Testing and IT Coordinator should ensure that the learners have access to their DepEd Microsoft account and have accessed the DepEd LMS platform before the test administration.

#### **D. Technical Specifications of the Testing Centers**

The following requirements for testing centers should be followed by schools, as determined by the RTCs and DTCs:

1. With an uninterrupted power supply, preferably with a standby power generator.
2. With computer laboratories that can accommodate 20-40 learners per room.
3. With 20-40 functional desktops/laptops per computer laboratory/testing room.

*Note: All available working desktop/laptop units must be utilized.*

4. With at least 50 mbps dedicated internet allocation.
5. Preferably, the computer laboratories to be used as testing rooms are in a quiet and unpopulated area in the school and with a nearby restroom for student use. These should be conducive for the testing activity (e.g., spacious, well-lighted, and ventilated).
6. To ensure the confidentiality of test items and minimize contact between learners, the schools should prepare barrier/divider between computer units in laboratory.  
*Note: An improvised barrier/divider may be used as alternative.*
7. In case the computer laboratory cannot accommodate 40 computers and learners, 2 adjacent rooms may be used as testing rooms.
8. One room shall serve as a holding area for the test takers to prepare them before entering the testing rooms. One teacher/support staff should be stationed in the room.

9. List of learners should be posted outside the testing room per batch.



2/F, Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City 1600

Telephone No.: (02) 8631-6921 (Telefax); 8631-2588; 8631-2589; 8631-2571; 8631-2591

Email Address: bea.od@deped.gov.ph; bea.ead@deped.gov.ph; bea.erd@deped.gov.ph; Website: www.deped.gov.ph

10. The school is requested to provide an adequate number of blank sheets of paper for computation purposes only.

*Note: The sheets of paper will be collected by the test administrator after each testing session and subject to immediate shredding.*

#### **E. Testing Centers and Alternate Testing Centers**

All Grades 7 and 8 shall take the exam in their schools. For testing centers that are unable to hold the necessary requirements, an alternative should be considered. The following are proposed alternatives for the testing centers:

1. A Junior/Senior High School with computer laboratory or available computer units shall be identified as a testing center for nearby schools.
2. Elementary Schools with computer laboratories or available computer units shall serve as testing centers for nearby schools.
3. Seek assistance from private schools with internet and computer facilities through the initiative of the SDO.
4. Tap the SUCs and Technological Schools for partnership and use their available computer laboratories as testing rooms.

#### **F. Technical Specifications of the Desktop/Laptop/Computer Units**

The desktop, laptop and/or computer units to be used during the NLCA should meet the following requirements:

1. With keyboard and mouse.
2. With at least two (2) GB in RAM, 30 GB hard disk, an Intel three (i3) processor or its equivalent.
3. Internet ready; anti-virus program, and Windows auto-update are disabled.
4. With installed and working Safe Exam Browser (SEB).  
*Note: The SEB installer and configuration will be provided by BEA.*
5. With Windows 8 or 10 Operating System.

#### **G. Installation of Safe Exam Browser (SEB)**

Before the test administration, identified testing center should install the SEB and download the configuration file. The steps are as follows:

1. Download the Safe Exam Browser Installer from the link provided by BEA.
2. Install the Safe Exam Browser.
3. Open the SEBClientSettings. Click "No" and it will open the Safe Exam Browser application showing the National Education Portal-



2/F, Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City 1600

Telephone No.: (02) 8631-6921 (Telefax); 8631-2588; 8631-2589; 8631-2571; 8631-2591

Email Address: bea.od@deped.gov.ph; bea.ead@deped.gov.ph; bea.erd@deped.gov.ph; Website: www.deped.gov.ph

Learning Management System (NEP-LMS) page. Click the power button at the lower right to close the application.

#### H. Criteria in Selecting the Test Administrator

The NLCA test administrators must meet the following requirements:

1. at least a Teacher I to Master Teacher from the SDO,
2. must be external from the school or must not be the teachers of the participating learners, and
3. computer-literate and has a strong IT background.

#### I. Schedule of Test Administration

Four testing sessions may take place in one day, two in the morning and two in the afternoon per testing center.

<b>PROPOSED SCHEDULE</b>		
<b>Time</b>	<b>Batch</b>	<b>Target No. of Students</b>
7:00 AM - 9:10 AM	Batch 1	40
9:30 AM - 11:40 AM	Batch 2	40
12:30 PM - 2:40 PM	Batch 3	40
3:00 PM - 5:10 PM	Batch 4	40
<b>TOTAL:</b>		<b>160</b>

Total time allotment for each batch of test takers is two hours and ten minutes. Refer to the table below:

<b>Board Work</b>	
<b>Preliminaries</b>	<b>40 mins</b>
<i>Student Assembly in the computer laboratory</i>	<i>5 mins</i>
<i>Accessing the Moodle platform</i>	<i>20 mins</i>
<i>Student Questionnaire</i>	<i>15 mins</i>
<b>Test Proper</b>	<b>1 hour 30 mins</b>



<i>English</i>	<i>30 mins</i>
<i>Science</i>	<i>30 mins</i>
<i>Mathematics</i>	<i>30 mins</i>
<b>TOTAL TIME</b>	<b>2 hours and 10 minutes</b>

*Note: Do not dismiss the students one by one. Let the students review their answers and wait quietly while the others are still answering the test.*

#### **J. Seating Arrangement and Testing Scheme**

Using the school list, the last name of the learners should be arranged alphabetically per batch regardless of sex. Refer to the tables below for the sample scheme:

##### **Scheme 1 - Two Grade levels per day.**

<b>BATCH</b>	<b>TIME</b>	<b>GRADE LEVEL</b>	<b>TARGET NO. OF PARTICIPANTS</b>
BATCH 1	AM	Grade 8	40
BATCH 2	AM	Grade 8	40
BATCH 3	PM	Grade 7	40
BATCH 4	PM	Grade 7	40

##### **Scheme 2 - One Grade level for the whole week.**

<b>BATCH</b>	<b>TIME</b>	<b>GRADE LEVEL</b>		<b>TARGET NO. OF PARTICIPANTS</b>
BATCH 1	AM	Grade 7	Grade 8	40
BATCH 2	AM	Grade 7	Grade 8	40
BATCH 3	PM	Grade 7	Grade 8	40
BATCH 4	PM	Grade 7	Grade 8	40



2/F, Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City 1600

Telephone No.: (02) 8631-6921 (Telefax); 8631-2588; 8631-2589; 8631-2571; 8631-2591

Email Address: bea.od@deped.gov.ph; bea.ead@deped.gov.ph; bea.erd@deped.gov.ph; Website: www.deped.gov.ph



## **K. Test Administration Procedure**

### **BEFORE THE EXAM**

- See to it that the seats are arranged properly, with provision of sturdy barriers in between computer units to prevent any attempt on their part to communicate with each other, the date and time in the computer units are correct.
- Ensure that the learners already have activated and accessed their DepEd Microsoft Accounts.
- Ensure that Moodle platform is already running using the Safe Exam Browser before the students go to their respective seats.
- Students should be advised to put their cellphones and other electronic devices inside their bags and place these belongings in the holding area.
- Cellphones, calculators, smart watches, and other forms of electronic devices shall not be allowed during the test.
- Make sure all the learners have/know their log-in credentials.
- Call the examinees one by one and verify their identity through their valid ID before allowing them to go inside the testing room. Let the examinees be seated alphabetically.

#### **Test Script:**

*Good morning/afternoon. I am Mr./Ms. \_\_\_\_\_ your examiner from the (state which school you are from). I will administer to you the National Learning Camp Assessment for Grade 7/Grade 8.*

*We appreciate your presence today. This test will let us know your knowledge and level of competence, so I encourage you to do your best. Your sincere and utmost participation will provide information on how to improve the country's education system.*

*You are going to answer three subject areas namely English, Science and Math.*

*Each subject area will have 30 questions.*

*You will use Moodle LMS platform in answering the test.*

*This means that you will use your official DepEd Microsoft account to access the platform. You will select your answer by clicking the button beside the letter of your preferred option.*

*Read the test directions carefully.*



2/F, Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City 1600

Telephone No.: (02) 8631-6921 (Telefax); 8631-2588; 8631-2589; 8631-2571; 8631-2591

Email Address: bea.od@deped.gov.ph; bea.ead@deped.gov.ph; bea.erd@deped.gov.ph; Website: www.deped.gov.ph

*If you do not know the answer to an item, leave it first then go back to that item later after you finish the last item.*

*Review your answers if you finish the test ahead of time.*

*Answer all the questions.*

*You are NOT allowed to use any electronic device such as a calculator, cellphone, tablet computer, smart watch, etc. before, during, and after the test while you are inside the testing room.*

*You are NOT allowed to talk to other participants during the test.*

*You are NOT allowed to discuss the items outside the testing room.*

*If you have any questions or concerns, raise your hand and I will come to you.*

### **DURING THE EXAM**

The Test Administrator (TA) shall roam around the testing room to ensure that electronic devices will not be used inside the testing room before, during, or after the test. Every learner should bring a ballpen or pencil and be provided with a piece of clean paper for computation purposes only.

*To access the Moodle platform, sign in using your official DepEd Microsoft account. Make sure that your username and password is typed correctly.*

*To access the assessment, Click "Pre-assessment for Grade 7/Grade 8".*

*Click the "Examinee's Descriptive Questionnaire" then "Answer questions". You have 15 minutes to answer the items.*

*After 15 minutes, TA should roam and check if the examinees answered all items.*

*Now that you are done with the Student Questionnaire, you may now click "English subtest" then "Attempt Quiz Now". You have 30 minutes to answer the items.*

*After 30 minutes, TA should roam and check if the examinees answered all items. You may now proceed to "Science subtest". You have 30 minutes to answer the items.*

*After 30 minutes, TA should roam and check if the examinees answered all items. You may now proceed to "Mathematics subtest". You have 30 minutes to answer the items.*

*In administering the test, follow the time allotment in Section D.*



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## **AFTER**

Do not allow the students to leave the room until everyone is done answering the test. The sheets used for computation purposes should be collected by the TA after the testing session and shredded for disposal. As soon as the testing sessions are completed, ensure that the learners logout their account in Moodle platform.

*After you finish answering all the items, make sure to logout your account in Moodle platform. Thank you for participating in the NLCA. You contributed a lot to our country.*

Ask the examinees to line up properly and proceed to the waiting area to get their things. Check all the computer units if their Moodle LMS accounts are properly logged out before calling in the next batch of examinees.

Prepared by the Bureau of Education Assessment-Education Assessment Division  
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