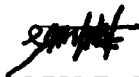
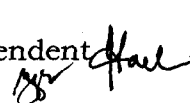




DIVISION MEMORANDUM

No. 072 s.2018

To : Public Schools District Supervisors
Elementary and Secondary School Heads

From :  RANDOLPH B. TORTOLA
Schools Division Superintendent 

Subject : A 3-DAY NATIONAL SEMINAR WORKSHOP ON CAREER GUIDANCE
FOR EDUCATORS : PREPARING THE FILIPINO YOUTH FOR
TOMORROW'S CAREERS

Date : FEBRUARY 08, 2018

1. This has reference to the letter received from ARCZONE Professional Development, Inc. dated January 16, 2018 re: A 3-Day National Seminar Workshop on Career Guidance For Educators: Preparing the Filipino Youth For Tomorrow's Careers which will be conducted on February 16-18, 2018 at Deluxe Hotel, Cagayan de Oro City with a registration fee of Php.4,200.00 to cover for the snacks, lunches seminar kit, handouts and certificates.
2. This 3-day event will enable the participants to:
 - a. develop an action plan focused on career guidance
 - b. provide solutions in cases specifying strategies to help students in their career development
 - c. integrate career development skills in the lesson plan
3. Kindly refer to the attached letter for the detailed information regarding the seminar-workshop.
4. If you need further information, you may contact ARCZONE Professional Development, Inc. at 09215761676/09054473534.
5. Immediate dissemination of this Memorandum is highly desired.



CID-mgvg





ARCZONE Professional Development, Inc.

2nd Floor Overland Park Building, Banawe St.
corner Quezon Ave., Quezon City, Philippines
Tel. Nos.: (02) 414-7589 / 781-6895 / 255-4863 / 414-6737
Mobile Nos.: 0921-5767576 / 0905-4473534
Email: arczone_ed_phil@yahoo.com

I-25-020618



January 16, 2018

Dr. Randolph B. Tortola
Schools Division Superintendent
DepEd – Division of Cagayan de Oro
Fr. William F. Masterson, S.J. Avenue,
Brgy. Upper Balulang, Cagayan de Oro City,
Misamis Oriental

Dear Dr. Tortola:

Guidance and Counselling programs of educational institutions are vital components of the promotion of students' academic and career potentials and psychological well-being. Recognizing the challenges posed by the K to 12 curriculum to make students realize possible career pathways and to address issues surrounding dropout rate, **ARCZONE Professional Development, Inc.** offers a **3-Day National Seminar-Workshop on Career Guidance for Educators: Preparing the Filipino Youth for Tomorrow's Careers.**

This 3-day event will enable the participants to:

- 1) develop an action plan focused on career guidance
- 2) provide solutions in cases specifying strategies to help students in their career development
- 3) integrate career development skills in the lesson plan

We are encouraging principals, the members of your Guidance Counselling Department and homeroom advisers to join this event and take advantage of the workshop facilitated by experts in the field. Attached are detailed information regarding the seminar-workshop.

We also would like to emphasize that **ARCZONE Professional Development, Inc.** has been accredited by the **Philippine Regulations Commission (PRC)** as a **Continuing Professional Development (CPD) Provider**. Thus, this national seminar-workshop has corresponding CPD units.

If you need further information, do not hesitate to contact us:

Email: arczone_eduphil@yahoo.com
Tel. Nos.: (02) 414-7589 / 414-6737 / 781-6895 / 255-4863
Mobile: 09215761676 / 09054473534

We look forward to having you in this gathering of educators and Guidance Counsellors. Thank you very much.

Very truly yours,

Jhene
Ms. Jesusa Flores
Training Coordinator

**A 3-day National Seminar Workshop on
Career Guidance for Educators: Preparing the Filipino Youth
for Tomorrow's Careers
(Live-out seminar)**

Dates: February 16 – 18, 2018

Venue: Deluxe Hotel – Capt. Vicente Roa Street, Cagayan de Oro, Misamis Oriental

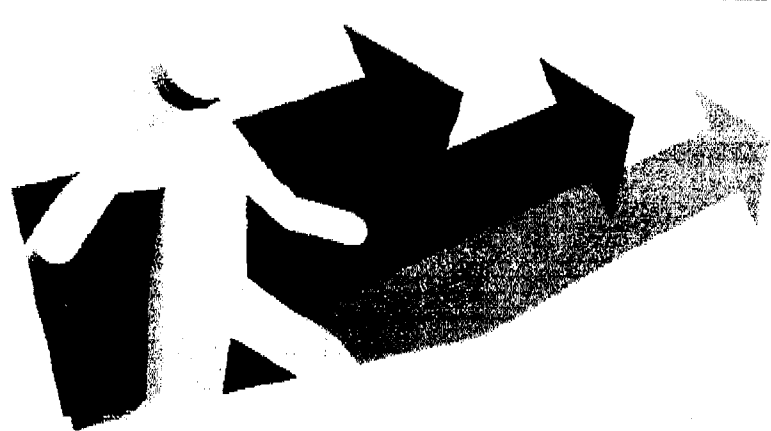
Target Participants: School Administrators, Mid-level School Managers,
Guidance Counsellors and Teachers

Registration Fee: Php 4,200 (inclusive of snacks, lunches, seminar kit, handouts and a certificate)

Reservation is a must!

Objectives	<p>This 3-day event will enable the participants to</p> <ul style="list-style-type: none"> ✦ develop an action plan focused on career guidance ✦ provide solutions in cases specifying strategies to help students in their career development ✦ integrate career development skills in the lesson plan
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Day	Time	Sessions
Day 1	7:30 – 8:00	Registration
	8:00 – 8:30	Opening Program Doxology & National Anthem Opening Remarks Overview of Training Program
	8:30 – 10:00	Session 1: Concepts of Career Guidance
	10:00 – 10:30	Working Break
	10:30 – 12:00	Continuation of the session
	12:00 – 1:00	LUNCH
	1:00 – 3:00	Session 2: Components of ASCA Standards
	3:00 – 3:30	Working Break
	3:30 – 5:00	Continuation of the session
Day 2	8:30 – 9:00	Management of Learning
	9:00 – 10:00	Session 3: Guidance and Facilitation Skills
	10:00 – 10:30	Working Break
	10:30 – 12:00	Continuation of the session
	12:00 – 1:00	LUNCH
	1:00 – 3:00	Case Analysis
	3:00 – 3:30	Working Break
3:30 – 5:00	Presentation and Analysis of Group Output	
Day 3	8:30 – 9:00	Management of Learning
	9:00 – 10:00	Session 4: Integrating Career Development Activities in Lesson Planning
	10:00 – 10:30	Working Break
	10:30 – 12:00	Continuation of the session
	12:00 – 1:00	LUNCH
	1:00 – 2:30	Workshop: Writing a lesson plan
	2:30 – 3:00	Working Break
	3:00 – 4:00	Presentation and analysis of group output
4:00 – 5:00	Closing Program	



*“Accredited by the Philippine
Regulation Commission (PRC) as a
Continuing Professional
Development (CPD) Provider”*