

K to 12 BASIC EDUCATION CURRICULUM
JUNIOR HIGH SCHOOL TECHNICAL LIVELIHOOD EDUCATION AND SENIOR HIGH SCHOOL - TECHNICAL-VOCATIONAL-LIVELIHOOD TRACK
HOME ECONOMICS - TOUR GUIDING SERVICES (GS)

These are the list of specializations and their pre-requisites.

	Specialization		Number of Hours	Pre-requisite
1.	AGRI-FISHERY ARTS	Animal Production (NC II)	480 hours	
2.		Aquaculture (NC II)	320 hours	
3.		Artificial Insemination (Ruminants) (NC II)	160 hours	Animal Production
4.		Artificial Insemination (Swine) (NC II)	160 hours	Animal Production
5.		Crop Production (NC I)	320 hours	
6.		Fish Nursery Operation (NC II)	160 hours	
7.		Fish or Shrimp Grow Out Operation (Non NC)	160 hours	Aquaculture
8.		Fish Wharf Operation (NC I)	160 hours	Fish or Shrimp Grow Out Operation
9.		Food (Fish) Processing (NC II)	640 hours	
10.		Horticulture (NC II)	640 hours	
11.		Landscape Installation and Maintenance (NC II)	320 hours	Crop Production
12.		Organic Agriculture (NC II)	320 hours	Crop Production
13.		Pest Management (NC II)	320 hours	Crop Production
14.		Rice Machinery Operation (NC II)	320 hours	Crop Production
15.		Slaughtering Operation (NC II)	160 hours	Animal Production
1.	HOME ECONOMICS	Beauty/Nail Care (NC II)	160 hours	40 hours of the subject during exploratory Grade 7/8
2.		Attractions and Theme Parks (NC II)	160 hours	
3.		Bread and Pastry Production (NC II)	160 hours	
4.		Caregiving (NC II)	640 hours	40 hours of the subject during exploratory Grade 7/8
5.		Cookery (NC II)	320 hours	40 hours of the subject during exploratory Grade 7/8
6.		Dressmaking (NC II)	320 hours	
7.		Food and Beverage Services (NC II)	160 hours	
8.		Front Office Services (NC II)	160 hours	40 hours of the subject during exploratory Grade 7/8
9.		Hairdressing (NC II)	320 hours	
10.		Handicraft (Basketry, Macrame) (Non-NC)	160 hours	
11.		Handicraft (Fashion Accessories, Paper Craft) (Non-NC)	160 hours	
12.		Handicraft (Needlecraft) (Non-NC)	160 hours	
13.		Handicraft (Woodcraft, Leathercraft) (Non-NC)	160 hours	
14.		Household Services (NC II)	320 hours	40 hours of the subject during exploratory Grade 7/8
15.		Housekeeping (NC II)	160 hours	
16.		Tailoring (NC II)	320 hours	40 hours of the subject during exploratory Grade 7/8
17.		Tour Guiding Services (NC II)	160 hours	
18.		Tourism Promotion Services (NC II)	160 hours	
19.		Travel Services (NC II)	160 hours	
20.		Wellness Massage (NC II)	160 hours	

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	Specialization		Number of Hours	Pre-requisite
1.	ICT	Computer Hardware Servicing (NC II)	320 hours	
2.		Animation (NC II)	320 hours	
3.		Computer Programming (NC IV)	320 hours	
4.		Contact Center Services (NC II)	320 hours	
5.		Illustration (NC II)	320 hours	
6.		Medical Transcription (NC II)	320 hours	
7.		Technical Drafting (NC II)	320 hours	
1.	INDUSTRIAL ARTS	Automotive Servicing (NC I)	640 hours	
2.		Carpentry (NC II)	640 hours	
3.		Consumer Electronics Servicing (NC II)	640 hours	
4.		Electrical Installation and Maintenance (NC II)	640 hours	
5.		Masonry (NC II)	320 hours	
6.		Plumbing (NC I)	320 hours	
7.		Plumbing (NC II)	320 hours	Plumbing (NC I)
8.		Refrigeration and Airconditioning Servicing (NC II)	640 hours	
9.		Shielded Metal Arc Welding (NC I)	320 hours	
10.		Shielded Metal Arc Welding (NC II)	320 hours	Shielded Metal Arc Welding (NC I)
11.		Tile Setting (NC II)	320 hours	

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(160 hours)

Course Description:

This curriculum guide on **Tour Guiding Services** leads to National Certificate Level II (NCII). This course is designed for a high school student to develop knowledge, skills and attitude to perform the tasks on Tour Guiding Services. It covers core competencies namely; 1) research information relevant to tour itinerary; 2) managing tour arrangements for visitors; and 3) accompanying visitors in accordance with the tour itinerary. It also includes provision for on-the-job training in Tour Guiding Services. The preliminaries of this specialization course includes the following: 1) Explain core concepts in tour guiding services ; 2) Discuss the relevance of the course 3) Explore on opportunities for a Tour Guide as a career.

Course Pre-requisite:

The student enrollee of this course must possess the following:

- 1) Excellent communication skills (must be proficient in the Native Language/s, English, and/or Foreign language/s);
- 2) Computer literacy;
- 3) Good visual impact and pleasing personality; and
- 4) Perfect vision (20/20) or with contact lenses but not beyond (20/30)

CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCIES	CODE
Introduction 1. Core concepts in Tour Guiding Services 2. History of Tour Guiding 3. Relevance of the course 4. Career opportunities	The learner demonstrates understanding of concepts and theories in Tour Guiding Services.	The learner independently demonstrates core competencies in Tour Guiding Services as prescribed in the TESDA Training Regulation.	1. Explain basic concepts in tour guiding services 2. Discuss the relevance of the course 3. Explore on opportunities for tour guiding services as a career	
QUARTER I LESSON 1 - INFORMATION RELEVANT TO TOUR ITINERARY (RT)				
1. Sites and Sights Features 2. Research Methods 3. Use of electronic resources for research	The learner demonstrates understanding of the knowledge, skills and attitudes required to	The learner independently conducts research on information on tour guiding.	LO 1. Research information relevant to tour itinerary 1.1 Identify sites and sights features 1.2 Source information	TLE_HEGS9-12RT-Ia-f-1

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CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCIES	CODE
4. Types of commentary 5. Selection of commentary material 6. Components of commentary 7. Communication Skills 8. Use of electronic resources for writing 9. Technical writing skills 10. Costing Principles 11. Travel & tour documents	access and research on information on tour guiding.		1.3 Select commentary material 1.4 Develop commentary or tour scripts based from the gathered information	
			LO 2. Arrange gathered information logically 2.1 Prepare log book 2.2 Organize travel & tour documents	TLE_HEGS9-12RT-Ig-j-2
QUARTER II				
LESSON 2 – TOUR ARRANGEMENTS FOR VISITORS (AV)				
Four stages of tour guiding techniques 1. Pre – Tour 2. Tour Proper 2.1. Arrival procedures 2.2. Activities during the tour 2.3. Departure procedures 3. Complaints management 4. Post tour	The learner demonstrates understanding of the knowledge, skills, and attitudes required in managing tour arrangements included in the tour schedule.	The learner independently manages tour arrangement included in the tour schedule.	LO 1. Identify the activities involve in the four stages of tour guiding techniques 1.1 Describe the activities in each of the four stages of tour guiding services	TLE_HEGS9-12TV-IIa-b-3
			LO 2. Manage tour arrangements for visitors 2.1 Perform pre-arrival preparations/activities 2.2 Manage tour arrangements from tourist arrival to departure 2.3 Resolve complaints and other predicaments 2.4 Perform post-departure activities	TLE_HEGS9-12TV-IIc-j-4
QUARTER III				
LESSON 3 – ACCOMPANY VISITORS IN ACCORDANCE WITH THE TOUR ITINERARY (AT)				
1. Elements of Tour Guiding 2. Pre-arrival activities 3. Ten commandment of Tour Guiding 4. Crisis Management 5. Do's and Dont's of Tour Guiding	The learner demonstrates understanding of the knowledge, skills, and attitude required in accompanying visitors in tour schedule.	The learner independently guides visitors in tour schedule.	LO 1. Identify the elements of tour guiding 1.1 Describe the elements of tour guiding	TLE_HEGS9-12AT-IIIa-b-5

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CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCIES	CODE
			LO 2. Accompany and guide visitors according to tour schedule <ul style="list-style-type: none"> 2.1 Perform pre-arrival activities 2.2 Guide tourist 2.3 Follow the ten commandments of tour guiding 2.4 Deliver information and commentaries 2.5 Resolve complaints and other emergencies 2.6 Perform post departure activities 2.7 Practice the do's and don'ts of tour guiding 	TLE_HEGS9-12AT-IIIc-j-6
QUARTER IV LESSON 4- PERFORM ON THE JOB TRAINING (PJ)				
1. Role and limitations of a tour guide	The learner demonstrates understanding of the knowledge, skills, and attitude required in performing on the job training in Tour Guiding Services.	The learner independently performs on-the-job training in Tour Guiding Services.	LO 1. Observe the role and limitations of a tour guide <ul style="list-style-type: none"> 1.1 Identify the role and limitations of a tour guide LO 2. Perform and complete on the job training in Tour Guiding Services <ul style="list-style-type: none"> 2.1 Evaluate performance during the OJT 2.2 Submit Training Completed Certificate with rating 	TLE_HEGS9-12PJ-IVa-7 TLE_HEGS9-12AT-IVb-j-8

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GLOSSARY

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Code Book Legend

Sample: TLE_HEGS9-12RT-Ia-f-1

LEGEND		SAMPLE	
First Entry	Learning Area and Strand/ Subject or Specialization	Technology and Livelihood Education_Home Economics Tour Guiding	TLE_HEGS9-12
	Grade Level	Grade 9/10/11/12	
Uppercase Letter/s	Domain/Content/ Component/ Topic	Information Relevant To Tour Itinerary	RT
			-
Roman Numeral <i>*Zero if no specific quarter</i>	Quarter	First Quarter	I
Lowercase Letter/s <i>*Put a hyphen (-) in between letters to indicate more than a specific week</i>	Week	Week One to Six	a-f
			-
Arabic Number	Competency	Research information relevant to tour itinerary	1

DOMAIN/ COMPONENT	CODE
Information Relevant To Tour Itinerary	RT
Tour Arrangements For Visitors	AV
Accompany Visitors In Accordance With The Tour Itinerary	AT
Perform On The Job Training	PJ

Technology-Livelihood Education and Technical-Vocational Track specializations may be taken between Grades 9 to 12.

Schools may offer specializations from the four strands as long as the minimum number of hours for each specialization is met.

Please refer to the sample Curriculum Map on the next page for the number of semesters per Home Economics specialization and those that have pre-requisites. Curriculum Maps may be modified according to specializations offered by a school.

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SAMPLE HOME ECONOMICS CURRICULUM MAP

No.	Grade 7/8			Grade 9	Grade 10	Grade 11	Grade 12		
1	EXPLORATORY			*Beauty/Nail Care (NC II) 2 sems	Wellness Massage (NC II) 2 sems	Hairdressing (NC II) 4 sems			
2									
3									
4				*Caregiving (NC II) 8 sems					
5				*Dressmaking (NC II) 4 sems			Tailoring (NC II) 4 sems		
6									
7				*Front Office Services (NC II) 2 sems	Travel Services (NC II) 2 sems	Tour Guiding Services (NC II) 2 sems	Tourism Promotion Services (NC II) 2 sems		
8									
9									
10									
11				*Cookery (NC II) 4 sems			Bread and Pastry Production (NC II) 2 sems	Food and Beverage Services (NC II) 2 sems	
12									
13									
14				*Household Services (NC II) 4 sems			Housekeeping (NC II) 2 sems	Attractions and Theme Parks (NC II) 2 sems	
15									
16									
17				Handicraft (Non-NC) Needlecraft 2 sems	Handicraft (Non-NC) Fashion Accessories, Paper Craft 2 sems	Handicraft (Non-NC) Basketry, Macrame 2 sems	Handicraft (Non-NC) Woodcraft, Leathercraft 2 sems		
18									
19									
20									

* Students cannot take a specialization if they have not taken 40 hours of the subject in Grades 7 or 8