



Republic of the Philippines
Department of Education
 MIMAROPA REGION



Office of the Regional Director

MEMORANDUM
 CLMD-2024-367

TO : **SCHOOLS DIVISION SUPERINTENDENTS
 CHIEF EDUCATION SUPERVISORS, CID AND CLMD
 EDUCATION PROGRAM SUPERVISORS IN ENGLISH, SCIENCE,
 AND MATHEMATICS
 DIVISION TESTING COORDINATORS**

FROM : **NICOLAS T. CAPULONG, PhD, CESO III**
 Director IV
 Regional Director

SUBJECT : **ADMINISTRATION OF THE PISA-SCIENCE PROGRAM POST-
 TEST**

DATE : **December 9, 2024**

In preparation for the **2025 Programme for International Student Assessment (PISA)**, the Department of Education will be conducting a post-test for 15-year-old learners in Grade 7 and above, scheduled from **December 6 to December 19, 2024**. The post-test will be administered using either the **Learning Management System (LMS)** or the **pen-and-paper modality**, depending on the school's available resources and capacity. Kindly refer to the timeline of activities below for further details:

Activities	Date
Administration of Post-Test and Checking	December 11-12, 2024
Encoding and Submission of Schools to the Schools Division Office	December 13-16, 2024
Consolidation and Submission of the Schools Division Office to the Regional Office	December 17-18, 2024
Consolidation and Submission of the Regional Office to the Central Office	December 19, 2024

In this regard, this Office, through the Curriculum and Learning Management Division, hereby disseminates the Guidelines for Administering the PISA-Science Program Post-Test from the Central Office. For specific instructions, please refer to the following enclosures:

- **Enclosures A:** Guidelines for administering the post-test using the pen-and-paper modality.
- **Enclosures B:** Guidelines for administering the post-test via the LMS.
- **Enclosures C:** Cluster of Schools Division Offices.

Should there be clarifications, all concerned may contact **Wendell I. Formalejo**, Chief-CLMD, and **John S. Eviota**, EPS-CLMD through mimaropa.region@deped.gov.ph cc. john.eviota@deped.gov.ph.

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Republic of the Philippines
Department of Education
MIMAROPA REGION
SCHOOLS DIVISION OF MARINDUQUE



Office of the Schools Division Superintendent

DIVISION MEMORANDUM

TO: Assistant Schools Division Superintendent
Chief Education Supervisors, CID/SGOD
Public Schools District Supervisors
Public Secondary School Heads
All Others Concerned

FROM:  **LYNN G. MENDOZA, EdD**
OIC - Schools Division Superintendent

SUBJECT: **ADMINISTRATION OF THE PISA-SCIENCE PROGRAM POST-TEST**

DATE: December 10, 2024

1. Attached is Regional Memorandum CLMD-2024-367, dated December 9, 2024 titled **Administration of the PISA-Science Program Post-Test** for information, guidance, and reference of all concerned.
2. Pleased be informed that the schools have options in administering the said post-test using either the **Learning Management System (LMS)** or the **Pen-and-Paper** modality, depending on the school's available resources and capacity.
3. In addition, timeline of activities, guidelines for administering of both modalities, and all needed links for materials and templates are also attached as enclosures for everyone's reference.
4. The schedule of submission of schools' post-test results to the Division Office should be strictly followed to avoid delay in submitting consolidated results to the Regional Office.
5. Education Program Supervisors and Public Schools District Supervisors are tasked to monitor the conduct of the said activity using the monitoring tool to be downloaded from the **Science Post-Test Template Google Drive link** with label "Post-Test Enclosures."
6. For immediate and wide dissemination.

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Lead to Excel. Excel to Lead."*



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Immediate dissemination of and compliance with this Memorandum are desired.

ENCLOSURE A: ADMINISTERING THE POST-TEST USING PEN-AND-PAPER MODALITY

1. Access the Post-Test questionnaire from Google Drive through this link: <https://bit.ly/PISA2025Resources>.
2. Print the test questionnaire.
3. Administer the 30-minute Post-Test to the identified 15-year-old learners in the school.
4. The teacher/proctor may request the learners to exchange papers and check their answers. The answers may be discussed in a separate session.
5. Gather the test questionnaire and download the template to input the scores provided in the following link: <https://tinyurl.com/POSTTESTENCLOSURES>.
6. Schools' Post-Test results will be submitted to the Schools Division Offices (SDOs). SDOs will consolidate and submit the consolidated school submissions to the Regional Offices through mimaropa.region@deped.gov.ph on **DECEMBER 19, 2024**.

NOTE: Schools administering the Post-Test using the pen-and-paper modality may use the downloaded Program Support Funds (PSF) for printing of the questionnaire.

ENCLOSURE B: ADMINISTERING THE POST-TEST USING THE LEARNING MANAGEMENT SYSTEM (LMS)

1. Access the DepEd LMS

- Open your web browser and go to the DepEd Learning Management System (LMS) website (URL will be provided by your Division or School).

2. Log In to Your Account

- Log in using your DepEd Microsoft Account.

Access to the platform

Username

Username

Password

Password

Log in

Log in using your account on:

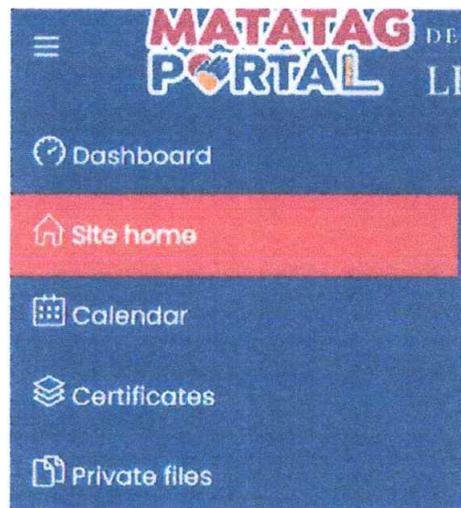
 Sign In using DepEd Google Account

 Sign In using DepEd Microsoft Account

[Forgotten your username or password?](#)

3. Find the Right Course

- Navigate to the **Site Home**.



- Locate the Practice Test category (this is the first category).

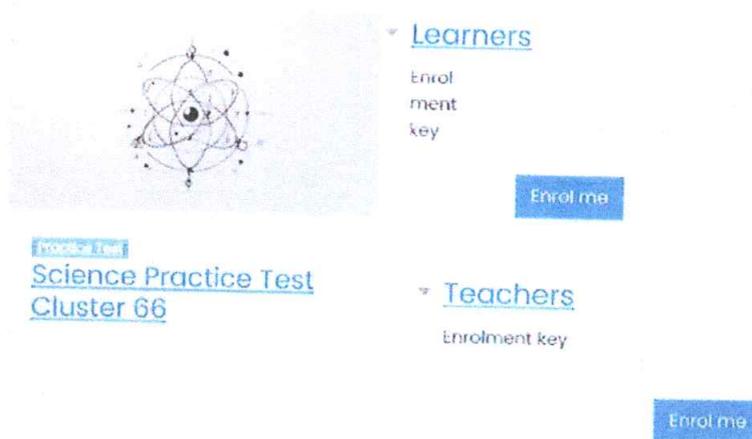
4. Select Your Cluster

- Refer to **Annex C** to find out which cluster your School Division Office (SDO) belongs to.
- Click on the course linked to your SDO cluster.

5. Enroll in the Course

- When prompted for the **enrollment key**, enter the following:
 - ✓ **PT_Learners** (this is the key for learners to access the course).

Enrolment options



[Learners](#)
Enrolment key

[Enrol me](#)

[Teachers](#)
Enrolment key

[Enrol me](#)

- Click **Enroll Me**.

6. Start the Assessment

- Once enrolled, locate the assessment or test under the course content.
- Click on the assessment link to start the test.

Science Practice Test

[CLICK HERE TO TAKE THE PRACTICE TEST](#)

- Follow the instructions provided in the test and submit your answers once completed.

7. Check for Completion

- After submitting the assessment, log out from the system.

FOR TEACHERS (TO CHECK THE LEARNER'S SCORES):

- 1. Access the DepEd LMS**
 - Open your web browser and go to the DepEd Learning Management System (LMS) website.
- 2. Log In to Your Account**
 - Login using DepEd Microsoft Account or DepEd Google Account.
- 3. Find the Right Course**
 - Navigate to the Practice Test category
- 4. Select the Cluster**
 - Based on the learner's Division, select the appropriate cluster from the list of courses provided.
- 5. Enroll in the Course**
 - When prompted for the **enrollment key**, enter the following:
 - ✓ **PT_Teachers** (this is the key for teachers to access and review learner progress).
 - Click **Enroll Me**.
- 6. Access Learner Grades**
 - After enrolling, go to the gradebook or progress tracking section of the course.
 - Here, you can check the grades or scores of learners who have completed the assessment.

ENCLOSURE C: SCHOOLS DIVISION OFFICE CLUSTERS IN THE LMS

LMS TENANT	LMS Course	SDO
R4B	Cluster 28	Calapan City
		Marinduque
		Romblon
	Cluster 29	Occidental Mindoro
		Oriental Mindoro
	Cluster 30	Palawan
Puerto Princesa City		