



Republic of the Philippines  
**Department of Education**  
REGION III  
**SCHOOLS DIVISION OF PAMPANGA**

May 8, 2024

**DIVISION MEMORANDUM**  
No. 277, s. 2024

**DIVISION WORKSHOP ON THE AUDIO RECORDING OF VOICE-OVER TEXT  
OF STORYBOOKS FOR GRADES 4 TO 6 LEARNERS OF PUBLIC ELEMENTARY  
SCHOOLS IN THE DIVISION OF PAMPANGA  
IN TAGALOG AND ENGLISH LANGUAGES**

TO: Assistant Schools Division Superintendent  
Chief Education Program Supervisors  
Education Program Supervisors  
Public Schools District Supervisors  
School Heads of Public Elementary and Secondary Schools  
All Others Concerned

1. The Schools Division of Pampanga, through the Learning Resources Management and Development Section (LRMDS), shall conduct a **Division Workshop on The Audio Recording of Voice-Over Text of Storybooks for Grades 4 to 6 Learners of Public Elementary Schools in the Division of Pampanga in Tagalog and English Languages on May 13-17, 2024** at Greene Manor, Lazatin Blvd, City of San Fernando, Pampanga.

2. The activity aims to:

- a. produce English and Tagalog e-books (flipbooks and videos) for Grades 4 to 6; and
- b. provide (softcopies) of e-books (flipbooks and videos) to all public Elementary Schools in the Division of Pampanga.

3. The participants in this activity are the following:

**a. LRMDS Personnel / Voice Artists**

Analea D. Tubig RL Librarian II-LRMDS	Curriculum Implementation Division SDO Pampanga
Elaine D. Chua PDO II-LRMDS	Curriculum Implementation Division SDO Pampanga

**b. Resource Speaker/Director/Voice Artist**

Roland M. Suarez Master Teacher I	Dampe ES Floridablanca West District
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Address: High School Blvd., Brgy. Lourdes, City of San Fernando (P)  
Telephone No.: (045) 435-2728; (045) 435-7404  
Email Address: pampanga@deped.gov.ph  
Website: www.depedpampanga.ph



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**c. Resource Speaker/Voice Artist**

Marietta L. Manayag Master Teacher II	Sto. Domingo ES Minalin District
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**d. Voice Artists**

Ryena T. Mallari Teacher I	Cabangcalan ES Floridablanca East District
Robby L. Morales Teacher 1	Bodega ES Floridablanca East District

**e. Resource Speakers/Technical-in-Charge/Voice Artists**

Erwin H. Iruma Teacher III (	San Basilio HS Cluster II
Jacqueline Libut-Paras Teacher III	Guagua ES Guagua East District

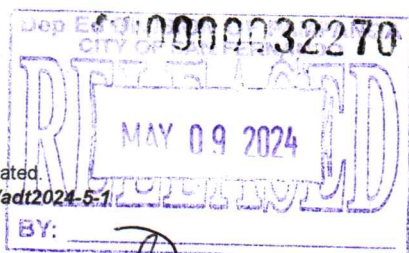
**f. Technical-in-Charge/Voice Artist**

Rachel P. Balajadia Teacher III	San Pablo ES Sta. Ana District
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- Participants are requested to bring their laptops, extension cords, and other needed materials for the workshop.
- There is no registration fee for the said activity. During its conduct, expenses to be incurred such as accommodation, meals, snacks, and materials to be used by the participants shall be charged against the Division Human Resource Training and Development (HRTD) funds while transportation and other incidental expenses relative to the conduct of the activity shall be charged to local/school funds subject to usual accounting and auditing rules and regulations.
- This Memorandum serves as the Travel Authority of the identified participants.
- Enclosed are the list of titles to be used in the workshop and their corresponding lead voice artists and the Program Matrix
- Immediate and wide dissemination of and compliance with this Memorandum is earnestly desired.

**ROMEO M. ALIP PhD, CESO V**  
 Schools Division Superintendent

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Encl: As stated  
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BY:



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Enclosure 1 to Division Memorandum No. **277**\_, s. 2024

**List of titles to be used in the workshop and their corresponding lead voice artists.**

TITLE NO.	GRADE LEVEL	TITLE OF STORY	LEAD VOICE ARTISTS
<b>TAGALOG</b>			
1	4	Sa Isang Buong Taon	Roland M. Suarez
2	5	Nagbago na si Kuya	Erwin H. Iruma
3	6	Iba't ibang Anyo ni Tatay Isko	Rachel P. Balajadia
4	4	Treasure Hunt nina Caloy	Rachel P. Balajadia
5	4	Ang Lihim ni Lorenzo	Robby L. Morales
6	4	Limang Piso	Robby L. Morales
7	5	Hayan na si Rigor!	Ryena T. Mallari
8	5	Ang Salamin ni Lorin	Ryena T. Mallari
9	5	Pangarap na Kislap	Ryena T. Mallari
10	6	Sulat-kamay ni Paulino	Marietta L. Manayag
11	6	Abel	Marietta L. Manayag
12	6	Ang Parol ng Pangako	Marietta L. Manayag
<b>ENGLISH</b>			
13	4	Caloy's Treasure Hunting	Analea D. Tubig RL
14	4	Lorenzo's Secret	Analea D. Tubig RL
15	4	Five Peso Coin	Elaine D. Chua
16	4	I Won! I Won!	Elaine D. Chua
17	5	Here Comes Rigor!	Jacqueline Libut-Paras
18	5	Lorin's Mirror	Jacqueline Libut-Paras
19	5	The Dream Sparkle	Robby L. Morales
20	5	Distance, Not a Distance	Robby L. Morales
21	6	Paulino's Handwriting	Ryena T. Mallari
22	6	Abel	Ryena T. Mallari
23	6	The Lantern of Promise	Marietta L. Manayag
24	6	Golden Grain	Marietta L. Manayag



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Enclosure 2 to Division Memorandum No. 277, s. 2024

**PROGRAM MATRIX**

Time	Day 1 (May 13, 2024)	Day 2 (May 14, 2024)	Day 3 (May 15, 2024)	Day 4 (May 16, 2024)	Day 5 (May 17, 2024)
7:30-8:00	Registration				
8:00-8:30	<b>Management of Learning</b>				
8:30-9:45	<b>Installation and Use of Adobe Flip PDF Professional</b> (Roland M. Suarez)	<b>WORKSHOP: Audio Recording and Editing and Creating Digital Talking Book</b>			
9:45-10:00	<b>HEALTH BREAK</b>				
10:00-11:00	<b>Sound/Audio Recording Technique</b> (Marietta L. Manayag)	<b>WORKSHOP: Audio Recording and Editing and Creating Digital Talking Book</b>			
11:00-11:30	<b>Use of Audacity Sound/Audio Editing</b> (Jacqueline Libut-Paras)				
11:30-12:00	<b>Compressing and uploading audio/image files into One Drive</b> (Erwin H. Iruma)				
12:00-1:00	<b>LUNCH NREAK</b>				
1:00-2:00	<b>WORKSHOP: Audio Recording and Editing and Creating Digital Talking Book</b>				<b>Publishing of Digital Talking Book using AFPB</b>
2:00-3:00					<b>Presentation of Outputs</b>
3:00-4:00					<b>CLOSING PROGRAM</b>
4:00-4:30					
4:30-5:00	<b>INPUT, OUTPUT, and UPDATES</b>				



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