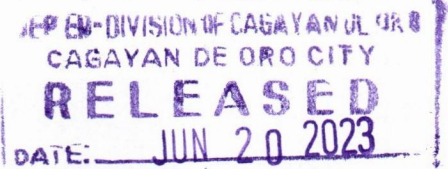




Republic of the Philippines
Department of Education
REGION X

SCHOOLS DIVISION OF CAGAYAN DE ORO CITY

Office of the Schools Division Superintendent



June 20, 2023

DIVISION MEMORANDUM

No. 269 s. 2023

**GUIDELINES ON THE ADMINISTRATION OF THE
NATIONAL LEARNING CAMP ASSESSMENT (NLCA)**

TO: Assistant Schools Division Superintendent
Chief Education Supervisor - CID
Chief Education Supervisor – SGOD
School Heads, Public Secondary and Integrated Schools
School Head of participating private secondary schools

1. With reference to RM 321 s,2023, the Bureau of Education Assessment (BEA) shall conduct the **National Learning Camp Assessment for English, Science and Math**. This is an **online computer-based assessment for Grades 7 and 8 public school learners** from **June 21 to July 7, 2023**. A post-test shall be administered to the same set of takers in School Year 2023-2024.

The assessment tool intends to determine the effectiveness of the learning camp intervention on the learning proficiencies of participating learners before and after the said program.

The NLCA is an online computer-based test that will be delivered through the DepEd LMS Moodle platform. It shall cover learning areas in English, Science and Mathematics, wherein test items measure carrying levels of skills and competencies in a multiple-choice format using the English language.

2. Prior to the conduct of the test, all enrolled Grades 7 and 8 learners from all public schools should activate/access their DepEd LMS accounts using their official DepEd Microsoft accounts for the conduct of the NLCA.

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

The STC and SITC shall prepare an Excel file containing the DepEd-issued email address of the learners for enrolment by the DITO. The DITO shall enroll the learners to their respective test per grade level and Division.

3. Specific Requirements for the Testing Centers

- a. With an interrupted power supply, preferably with a standby power generator.



Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City
Telephone: (08822)-8550048
Email: cagayandeoro.city@deped.gov.ph

- b. With computer laboratories that can accommodate 20-40 learners per room
- c. With 20-40 functional desktop/laptops per computer lab
- d. With at least 50 mbps dedicated internet connection. However, the school is highly encouraged to augment the internet speed up to 200 mbps
- e. 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.
- f. In case the computer laboratory cannot accommodate 40 computers and learners, 2 adjacent rooms may be used as testing rooms.
- g. 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.

4. Specific Requirements for the Desktop/Laptop Computer Units

- a. With keyboard and mouse
- b. With at least two (2) GB in RAM, 30 GB hard disk, an Intel processor or its equivalent
- c. Internet ready' antivirus program, and windows auto-update are disabled
- d. With installed and working Safe Exam Browser
- e. With Windows 8 or 10 Operating System

5. Schedule of the Exam

The computer-based online assessment shall be administered from June 21 to July 7, 2023. Two schemes may be followed by the school as illustrated below:

Scheme 1 Two Grade levels per day	BATCH	TIME	GRADE LEVEL	Target No. of Participants
	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	BATCH	TIME	GRADE LEVEL		Target No. of Participants
			Week 1	Week 2	
	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

6. The test will take a total of 2 hours and 10 minutes. To ensure orderly transition of takers per batch, the next batch shall be gathered in an adjacent waiting room. Below is the board work on Time Allotment:

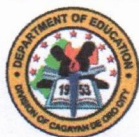
Preliminaries	40 mins
Student Assembly in the Computer Laboratory/Testing Room	5 mins



Accessing the Moodle Platform	20 mins
Student Questionnaire	15 mins
Test Proper	1 hour and 30 mins
English	30 mins
Science	30 mins
Mathematics	30 mins
TOTAL TIME	2 HOURS and 10 MINUTES

7. The following Division Personnel shall constitute the Technical Working Committee to monitor the conduct of the test:

Committee	Focal Persons	Tasks
Technical Assistance on Enrolment to the Enrolment of Learners in the Moodle Platform	Chairperson: James Roberto Sijo Co-Chairperson: Godfrey Serojales	1.Facilitate enrolment of learners in the moodle platform 2.Provide technical assistance to school ICT Coordinators
Monitoring on School Readiness and Test Proper		
Overseeing	SGOD Chief ES CID Chief ES Division Testing Coordinator	
East 1	Paraida Orangot Derrold Marl Aves	1.Before the Test: Check readiness of the schools in terms of ICT equipment, internet connectivity, testing room, holding area, list of examinees per batch per schedule, health protocols, and other preparations. 2.During the Test: Monitor the conduct of the test.
East 2	Milagros Recamadas Romeo Aclo	
North 1	Marife Ramos Aisa Badana	
North 2	Cynthia Yañez Jerly Eluna	
South	Jinky Arnejo Ray Maghuyop	
Central	Anita Gochuco Sylvio Carciller	
West 1	Margie Andrade Jean Loquillano	
West 2	Shirley Merida Helen Lucman	
Southwest 1	Marcelo Mabalos Ryan Blanco Joel Potane	
Southwest 2	Angelito Felisilda Juan Mingo Roy Lumban	



7. In assigning room examiners, respective school heads shall assign a teacher or teachers (Teacher I - Master Teacher I) as room examiner(s) to be deployed to their respective partner schools. Room Examiners should be properly oriented on the guidelines of the test.

TESTING CENTERS	PARTNER SCHOOLS WHO WILL PROVIDE ROOM EXAMINERS TO TESTING CENTERS
1.Bugo NHS	Puerto NHS
2.Bulua NHS	PN Roa Sr. HS
3.CDONHS	Indahag NHS
4.Canitoan NHS	Pagatpat NHS
5.Carmen NHS	Balulang NHS
6.Cugman NHS	Lapasan NHS
7.East Gusa NHS	Gusa RSHS
8.Gusa RSHS	East Gusa NHS
9.Indahag NHS	CDONHS JHS
10.Iponan NHS	Bulua NHS
11.Lapasan NHS	East Gusa NHS
12.Lumbia NHS	Mambuaya NHS
13.Macabalan NHS	Puntod NHS
14.Macasandig NHS	Camaman-an NHS
15.Mambuaya NHS	Lumbia NHS
16.PN Roa NHS	Bulua NHS
17.Puerto NHS	Bugo NHS
18.Puntod NHS	Macabalan NHS
19.Tablon NHS	Agusan NHS
20.Agusan NHS	Tablon NHS
21.Angeles Sisters NHS	Bayabas NHS
22.Balulang NHS	Carmen NHS
23.Bayabas NHS	Kauswagan NHS
24.Camaman-an NHS	Macasandig NHS
25.Kauswagan NHS	Angeles Sisters NHS
26. Pagatpat NHS	Canitoan NHS

8. Enclosed are the issuance and guidelines for your information, reference and guidance.

9. In adherence to Equal Opportunity Policy (EOP), inclusive and fair treatment are accorded to all concerned regardless of age, gender, sexual orientation, disability, religion and ethnicity.

10. Immediate dissemination and compliance to this memorandum is required.


ROY ANGELO E. GAZO
Schools Division Superintendent



Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City
Telephone: (08822)-8550048
Email: cagayandeoro.city@deped.gov.ph

Encl: As indicated
Reference: None
To be indicated in the Perpetual Index
under the following subjects:
NLCA

ECHR/DM-NLCA
June 20, 2023



Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City
Telephone: (08822)-8550048
Email: cagayandeoro.city@deped.gov.ph



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.

Phase	Testing Window	Target Test-Takers	School Year	Remark
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.

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.



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 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-

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.

PROPOSED SCHEDULE		
Time	Batch	Target No. of Students
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
TOTAL:		160

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

Board Work	
Preliminaries	40 mins
<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>
Test Proper	1 hour 30 mins



English	30 mins
Science	30 mins
Mathematics	30 mins
TOTAL TIME	2 hours and 10 minutes

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.

BATCH	TIME	GRADE LEVEL	TARGET NO. OF PARTICIPANTS
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.

BATCH	TIME	GRADE LEVEL		TARGET NO. OF PARTICIPANTS
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

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.



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.

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
June 2023





Republic of the Philippines
Department of Education
BUREAU OF EDUCATION ASSESSMENT

OATH OF CONFIDENTIALITY AGREEMENT

As the _____ of the National Learning Camp Assessment for Grades
(Role)
7 and 8 of the Bureau of Education Assessment – Education Assessment Division,
I, _____ of _____
(Full name) (Institution/Office)
hereby solemnly swear to observe strict security measures pertaining to this testing
program. I will not reveal to anyone any information about this assignment and will
ensure the confidentiality of the test items as well as the integrity of this agreement.

Signature: _____

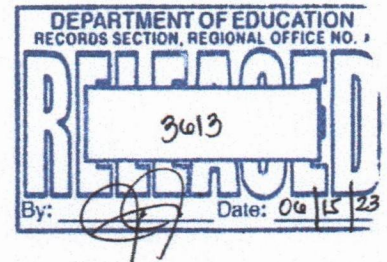
Printed Name: _____

Position: _____

Date Signed: _____



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.

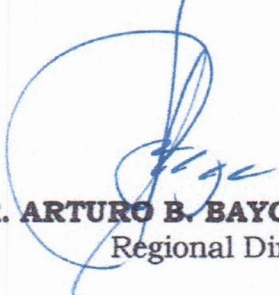


DepEd Regional Office X, Zone 1, Upper Balulang, Cagayan de Oro City
(088) 856-3932 | (088) 881-3137 | (088) 881-3031
Department of Education Region 10
region10@deped.gov.ph
<http://deped10.com>



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.

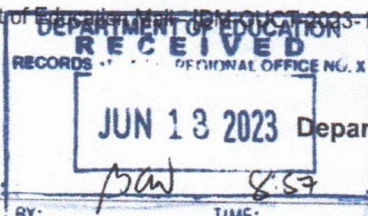


DR. ARTURO B. BAYOCOT, CESO III
Regional Director

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 <region10@deped.gov.ph>

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

1 message

Education Assessment Division <bea.ead@deped.gov.ph>

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	a. With computer laboratories that can accommodate 40 learners per room b. With an uninterrupted power supply, preferably with a standby power generator c. With 40 functional desktops/laptops, preferably with additional five (5) computer units that will serve as buffer d. With two (2) adjacent testing rooms in case that the capacity of computer laboratories could not accommodate the required number of computer units and learners
2. Desktop/Laptop computer units	a. With keyboard and mouse b. With at least two (2) GB in RAM, 30 GB hard disk, an Intel three (3) processor or its equivalent c. With internet ready (at least 50mbps bandwidth allocation); anti-virus program, and Windows auto-update are disabled d. With installed Safe Exam Browser (SEB) e. With Windows 8 or 10 Operating System Note: The SEB installer will be provided by BEA.

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.

Immediate dissemination of this memorandum is highly desired.

Thank you.

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**
285K



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

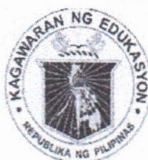
SUBJECT : **CONDUCT OF THE NATIONAL LEARNING CAMP
ASSESSMENT (NLCA)**

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
Preliminary Meeting	June 13, 2023 10:00 AM to 12:00 NN	Requirements, Technical Specifications, and Schedule of Test Administration	http://bitly.ws/GodB
National Virtual Orientation	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

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	a. With computer laboratories that can accommodate 40 learners per room b. With an uninterrupted power supply, preferably with a standby power generator c. With 40 functional desktops/laptops, preferably with additional five (5) computer units that will serve as buffer d. With two (2) adjacent testing rooms in case that the capacity of computer laboratories could not accommodate the required number of computer units and learners
2. Desktop/Laptop computer units	a. With keyboard and mouse b. With at least two (2) GB in RAM, 30 GB hard disk, an Intel three (3) processor or its equivalent c. With internet ready; anti-virus program, and Windows auto-update are disabled d. With installed Safe Exam Browser (SEB) e. With Windows 8 or 10 Operating System Note: <i>The SEB installer will be provided by BEA.</i>

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.

Immediate dissemination of this memorandum is highly desired.



Republic of the Philippines

Department of Education

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

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



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.

Phase	Testing Window	Target Test-Takers	School Year	Remark
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.



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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.



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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 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-



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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.

PROPOSED SCHEDULE		
Time	Batch	Target No. of Students
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
TOTAL:		160

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

Board Work	
Preliminaries	40 mins
<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>
Test Proper	1 hour 30 mins



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English	30 mins
Science	30 mins
Mathematics	30 mins
TOTAL TIME	2 hours and 10 minutes

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.

BATCH	TIME	GRADE LEVEL	TARGET NO. OF PARTICIPANTS
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.

BATCH	TIME	GRADE LEVEL		TARGET NO. OF PARTICIPANTS
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



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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.



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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.

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