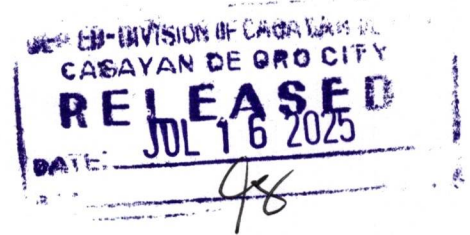




Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

15 July 2025

DIVISION MEMORANDUM

No. 564 s.2025

**CONDUCT OF CREATIVE LENS TRAINING: MASTERING PHOTOGRAPHY,
VIDEOGRAPHY, SAME-DAY EDITING, LAYOUT DESIGNING, AND EVENT
MANAGEMENT TRAINING FOR DEPED PERSONNEL**

TO: Assistant Schools Division Superintendent
Chiefs, CID and SGOD
Concerned Curriculum Implementation Division Personnel
Concerned School Governance and Operations Division Personnel
Concerned Office of the Schools Division Superintendent Personnel
All Elementary and Secondary Public School Heads and Principals
This Division

1. The field is informed that this office will conduct the **Creative Lens Training: Mastering Photography, Videography, Same-Day Editing, Layout Designing, and Event Management for DepEd Personnel** on **July 21-22, 2025** at the **Session Hall, Division Office, Cagayan de Oro City**.
2. This training aims to enhance the capability of DepEd personnel in the production of high-quality photo, video, layout, and same-day editing content to support schools and division events, documentation, and advocacy campaigns.
3. Attached herewith is the **Training Matrix, List of PMT and Participants** for your reference.
4. Participants are advised to:
 - Bring their own laptops, mobile devices, DSLR, and necessary gadgets for hands-on activities.
 - Ensure that installed applications include CapCut, Canva, Snapseed, or any equivalent editing tools.
 - Attend punctually, wearing appropriate DepEd uniforms or prescribed attire during the activity.
 - Prepare for practical output presentations as part of the culminating activity of the training.



Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City
Telephone: (088) 855-0044, (088) 855-0047, (088) 328-2142
Email Address: cagayandeoro.city@deped.gov.ph
Website: <https://depedcdo.net/>

Doc. Ref. Code		Rev	
Effectivity		Page	1 of 2

5. In adherence to Equal Opportunity Principle (EOP), inclusive and fair treatment is accorded to all personnel regardless of disability, sexual orientation, gender, age, religion, and ethnicity.

6. This Office directs immediate and wide dissemination of this Memorandum.


ROY ANGELO E. GAZO
Schools Division Superintendent

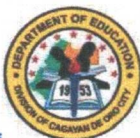
Encl.: Training Matrix, List of PMT, List of Participants & Program

Reference: N o n e

To be indicated in the Perpetual Index
under the following subjects:

TRAINING & WORKSHOP

DM060-SGOD-HRDS-MCTG / CONDUCT OF CREATIVE LENS TRAINING: MASTERING PHOTOGRAPHY, VIDEOGRAPHY, SAME-DAY EDITING, LAYOUT DESIGNING, AND EVENT MANAGEMENT TRAINING FOR DEPED PERSONNEL
July 15, 2025



Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City

Telephone: (088) 855-0044, (088) 855-0047, (088) 328-2142

Email Address: cagayandeoro.city@deped.gov.ph

Website: <https://depedcdo.net/>

Doc. Ref. Code		Rev	
Effectivity		Page	2 of 2



DIVISION OF CAGAYAN DE ORO CITY

CREATIVE LENS

**MASTERING PHOTOGRAPHY, VIDEOGRAPHY,
SAME-DAY EDITING, LAYOUT DESIGNING AND EVENT
MANAGEMENT FOR DEPED PERSONNEL**



JULY 21-22, 2025



**DIVISION OFFICE FUNCTION HALL, FR. WILLIAM
MASTERSON AVE., CAGAYAN DE ORO CITY**

DAY 1

Session No.	Duration	Day & Time	Topic	Focal Person
Registration	30 minutes	Day 1 (7:30-8:00 am)		Loredelle L. Tacandong
Opening Program	30 minutes	Day 1 (8:00-8:30 am)	• Invocation - AVP • National Anthem - AVP • Quality Policy - AVP • CDO March - AVP Opening Remarks: Dr. Audie S. Borres Assistant Schools Division Superintendent House Rules and Orientation on Breakout Sessions: Dr. Derrold Marl S. Aves SEPS - HRDS	Mary Caress Tagud-Galono
Plenary Session	10 minutes	Day 1 (8:30-8:40 am)	Overview of Creative Lens - Event Management Integrating Photography, Videography, Same-Day Editing, & Layout Designing	Dr. Rosalio R. Vitorillo Chief SGOD
Inspirational Message	20 minutes	Day 1 (8:40 – 9:00 am)	Schools Division Superintendent (Content: The Role of Media Arts in Educational Events)	Dr. Roy Angelo E. Gazo
Workshop Orientation and Grouping	20 minutes	Day 1 (9:00 – 9:20 am)	Participants grouped based on focus area (Photo, Video, Same-Day Editing & Layout Designing)	Dr. Derrold Marl S. Aves
Breakout Workshop 1 – Applied Sessions	60 minutes	Day 1 (9:20-10:20 am)	• Photography: Shooting essentials • Videography: Principles, Elements and Composition in Videography • Same-Day Editing: App Editors & export settings for quick publishing • Layout: Basic design	Resource Persons: • Photography Lorynel C. Majaducon • Videography Wilfredo L. Belono Jr. • Same-Day Editing June Zuseth Obsid • Lay-out Designing Nina Marie A. Estillore
Hands-On Output	60 minutes	Day 1 (10:20 - 11:20 am)	Each group prepares short content relevant to a school or division event or campaign	

CREATIVE LENS



JULY 21-22, 2025
DIVISION OFFICE FUNCTION HALL, FR. WILLIAM MASTERTSON AVE., CAGAYAN DE ORO CITY

Presentation	40 minutes	Day 1 (11:20 - 12:00 nn)		
Breakout Workshop 2 – Deepening Skills	60 mins	Day 1 (1:00-2:00 pm)	• Photography: Framing, storytelling in stills • Videography: Storyboarding, Framing and Composition • Same-Day-Edit: Workflow overview, File management on-site, Mobile/desktop editing tools (CapCut, Canva, Snapseed), Export & upload protocols • Layout: Poster & program layout	Resource Persons: • Photography Lorynel C. Majaducon • Videography Wilfredo L. Belono Jr. • Same-Day Editing June Zuseth Obsid • Lay-out Designing Nina Marie A. Estillore
Hands-On Output	150 minutes	Day 1 (2:00 - 4:30 pm)	Each group prepares short content relevant to a school or division event or campaign	
Presentation	30 minutes	Day 1 (4:30 - 5:00 pm)		
DAY 2				
Session No.	Duration	Day & Time	Topic	Focal Person
Attendance & Monitoring of Output	30 minutes	Day 2 (7:30-8:00 am)		Loredelle L. Tacandong
Management of Learning	30 minutes	Day 2 (8:00-8:30 am)	• Nationalistic Song - AVP • Ecumenical Prayer - AVP • Energizer - Host • Recap - Participant • Reminders – Dr. Derrold Marl S. Aves	Mary Caress Tagud-Galono
Same-Day Editing & Integration & Critiquing	330 minutes	Day 2 (8:30-12:00 nn) (1:00-3:00 pm)	• Video editing, photo retouching, layout polishing, & same-day-edit polishing • Critiquing	Resource Persons: • Photography Lorynel C. Majaducon • Videography Wilfredo L. Belono Jr. • Same-Day Editing June Zuseth Obsid • Lay-out Designing Nina Marie A. Estillore
Closing Program	120 minutes	Day 3 (3:00 - 5:00 pm)	• Final Output Showcase: By Team • Closing Remarks: Dr. Rosalio R. Vitorillo • Reflection: Participant • Awarding of Certificates: Dignitaries • Group Photo	Mary Caress Tagud-Galono

CREATIVE LENS



JULY 21-22, 2025
DIVISION OFFICE FUNCTION HALL, FR. WILLIAM MASTERTSON AVE., CAGAYAN DE ORO CITY



Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY

LIST OF PROGRAM MANAGEMENT TEAM

Task	Person/s-In-Charge
Class Advisers	Rosalio R. Vitorillo Derrold Marl S. Aves Mary Caress Tagud Galono
Resource and Materials Managers & Facilitators	Derrold Marl S. Aves Mary Caress T. Galono
Documenters and IT	Mark Edward Olango
Registration and Certificate Committee	Loredelle L. Tacandong
QAME Officer & Food-in-Charge	Amor A. Radaza
Resource Speakers	Ninia Marie A. Estillore Wilfredo L. Belono Jr. June Zuseh O. Obsid Lorynel C. Majaducon



Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City
Telephone: (088) 855-0044, (088) 855-0047, (088) 328-2142
Email Address: cagayandeoro.city@depd.gov.ph
Website: <https://depdcdo.net/>

Doc. Ref. Code		Rev	
Effectivity		Page	1 of 2



Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY

LIST OF PARTICIPANTS

VIDEO EDITING

1	THERESE MAE, CABABAROS, MAANDIG	Cagayan de Oro National High School - JHS
2	PURCIA C. ANG	Division Office
3	RICHAN P. RECLA	Tagpangi National High School
4	KARAH MAE JERUSALEM	Division Office
5	MARGELINA T. TABIAN	Kauswagan Central School
6	LEAH ROSE B GABACA	Upper Tignapoloan Elementary School
7	MARK R. LABAJAN	Iponan National High School
8	PHERLHU CHRISTIANNE B. BISUÑA	Kiam-is Elementary School
9	JEFFREY MALASABAS LIBRADA	Kiam-is Elementary School
10	GLOMELA SALE LOFRANCO	G.L.Reyes Anhawon ES
11	DOREEN DAITOL	Division Office
12	RISA BEA SOCORRO M. BORRES	Division Office

VIDEOGRAPHY

13	EMILY A. TABAMO	Puntod National High School
14	FRANCES B. CRUZ	Tagpangi National High School
15	ERICK DAVE D. PASCUA	Cugman Integrated School
16	JULIE ANNE P. QUIOCSON	Agusan National High School
17	SALDI P. VITORILLO	Balongkot Integrated School
18	MARK EDWARD D. OLANGO	Division Office
19	KRISTA MARI M. LLENAS	Cagayan de Oro National High School - JHS
20	NATHANIEL E. REMOTIGUE	Cagayan de Oro National High School - JHS
21	CHRISTIAN GEM C. PIMENTEL	Pigsag-an National High School
22	IVAN C. GASPAR	Division Office
23	CHRISTIAN O. DAOHOG	Division Office



Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City
Telephone: (088) 855-0044, (088) 855-0047, (088) 328-2142
Email Address: cagayandeoro.city@depd.gov.ph
Website: <http://depdcdonet.net/>

Doc. Ref. Code		Rev	
Effectivity		Page	1 of 2



Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY

PHOTOGRAPHY

24	MANISSA B. DABALOS	Puntod National High School
25	ALLAN H. GUIBONE	Bugo Central School
26	ANALOU B. DE LOS REYES	Macabalan National High School
27	MELBA M. NERI	Cagayan de Oro National High School - SHS
28	NIDA O. MANDAWA	Division Office
29	RODEL S. MEGOLLAS	Division Office
30	LOUISA EDEN A DEL PUERTO	Division Office
31	REBECA E. ESCALONA	Camaman-an National High School
32	EDWIN MAMBA	Balubal National High School
33	MA. ANGELINA H. BUCAD	Division Office
34	SUZY MAY R. FABULAR	Macabalan National High School

LAY-OUT DESIGNING

35	HAZEL ROSE M. MACABABAT	Camaman-an National High School
36	LEA C. TANCINCO	Upper Carmen Elementary School
37	MARJORIE J. SEVILLEJO	Cagayan de Oro NHS SHS
38	JOHN ROD B. PAIGNA	Pagalungan National High School
39	JORALYN S. TUDTUD	Kauswagan Central School
40	CHRISMAR J. BOLOTANO	Cagayan de Oro National High School - SHS
41	AIVIE JANE D. BALDELAMAR	Man-ai National High School
42	LYNETH M. CARBONERO	Macabalan National High School
43	PHOEBE MARIE G. ENGUITO	City Central School
44	JOHN MICHAEL B. GARCIA	Palalan Integrated School
45	ELBERT A. PUASAN	Tumpagon NHS
46	JOYCE DARLENE E. LAZARO	Macabalan National High School
47	ANGELIE N. SIDILLO	Division Office
48	MARIBELLE T. PIMENTEL	Bayabas Elementary School
49	KRIZAIDA ALLEYA A. ESPINOSA-CABARING	Man-ai Elementary School



Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City
Telephone: (088) 855-0044, (088) 855-0047, (088) 328-2142
Email Address: cagayandeoro.city@deped.gov.ph
Website: <https://depedcdo.net/>

Doc. Ref. Code		Rev	
Effectivity		Page	2 of 2