

Republic of the Philippines  
Department of Education  
Region III – Central Luzon  
**DIVISION OF CITY SCHOOLS**  
City of San Jose Del Monte



**A proposal for**

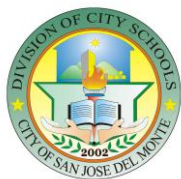
**DIVISION TRAINING-WORKSHOP**  
**FOR DRAFTING TECHNOLOGY TEACHERS**

on Architectural Concepts and Practical CAD Techniques for Technical Drafting NCII

Proponents:

**SUNNY B. OJEDA, RMP**  
Overall Chairman

**SAMUEL P. BERNARDINO**  
Co-Chairman



Republic of the Philippines  
Department of Education  
Region III – Central Luzon  
**DIVISION OF CITY SCHOOLS**  
City of San Jose Del Monte



**I. TITLE:** Division Training-Workshop for Drafting Technology Teachers

**II. PARTICIPANTS:** Drafting Teachers of the Division of City of San Jose Del Monte

*Note: All participants must bring their own laptop computer, drafting tools and materials.*

**III. NUMBER OF HOURS:** 36 hours (5 days)

**IV. VENUE:** San Jose Del Monte National Trade School, Drawing Building, Room 2

## **V. BACKGROUND**

The K to 12 Program covers Kindergarten and 12 years of basic education which means six years of primary education, four years of Junior High School, and two years of Senior High School to provide sufficient time for mastery of concepts and skills, develop lifelong learners, and prepare graduates for tertiary education, middle-level skills development, employment, and entrepreneurship.

Subjects are taught from the simplest concepts to more complex concepts through grade levels in spiral progression. As early as elementary the students gain knowledge in different areas until they reach and finish the senior high school (Milambiling, 2014).

In K to 12 programs for High School, Exploratory Drafting is taught in Grade 7 and Grade 8, Drafting with Architectural Concepts and Building Utilities for single-storey building designs are covered in Grade 9 and in Grade 10 the same topics as in Grade 9 are covered but with the integration of CAD Application and the focus is on two-storey building designs. These subjects are interrelated and taught in spiral progression from Grades 7 to 10.

After finishing Grade 10, a student can obtain Certificate of Competency (COC) or a National Certificate Level II in Technical Drafting which is applicable for employment, both local and abroad.

Moreover, the knowledge and skills obtained in this track / area is very much applicable for tertiary education especially if the student will take up Architecture and/or Engineering related course.

## **VI. RATIONALE**

Mentoring is the establishment of a personal relationship for the purpose of professional instruction and guidance. In education, the value of mentoring has been recognized in the use of teachers and other professionals in one-on-one instruction of students for vocational education, science, and reading. Mentoring programs have been implemented recently for beginning teacher and continuing faculty development.

As an interactive system, mentoring benefits all participants: the mentor, the tutee-teacher, and the school system. Mentors gain the satisfaction of being able to transfer skills and knowledge accumulated through extensive professional practice. Much of this knowledge is intangible and is not contained in teacher preparation programs. It might be lost entirely if it was not rediscovered by each beginner. The questions from beginning teachers provide opportunities for mentor teachers to reexamine their own classroom practices and the effects of accepted instructional techniques on the teaching/learning process.

The tutee-teacher benefits in three major ways: fast assimilation into the school environment, establishment of professional competence, and introduction to teaching as a continually developing, lifelong career. One of the most recognized uses of mentoring is the conveyance of operating procedures to the beginner (Evenson, 1982).

Most of the teachers in this shop area are not equipped with necessary skills and knowledge in teaching drafting technology parallel to the K-12 program and TESDA training regulation. In this regard, the shop area is beset with tremendous problems regarding teaching competency of teachers handling technology and CAD subjects. As a minimum requirement, the teachers, before handling drafting subjects, must have obtained National Certificate level II (NC II) plus Training Methodology I and National TVET Trainer Certificate I. Obtaining the said certificates is

equivalent to another eligibility even if the teacher finished the same specialization in his/her bachelor's degree and has obtained corresponding license. The teacher who aspires to be a holder of required certificates should undergo intensive trainings in order to acquire the same.

To address this constraint, this training-workshop was conceptualized by the proponents in order to train teachers acquire the following competencies specified below:

## **VII. OBJECTIVES**

1. Explain architectural design conceptualization.
2. Draw floor plan manually with the use furniture templates.
3. Interpret detailed drawings for structural, electrical, and plumbing.
4. Apply practical techniques in solving NCII related CAD drawing problems.
5. Use layering system and pen assignment in CAD.
6. Prepare floor plans and structural detailed drawings in CAD.

## **VIII. COURSES / TOPICS**

### **Architectural Concepts**

September 14, 2015 @ 9:00am – 5:00pm

Lecturer: ARCHT. MARIA FATIMA E. VALDEZ

- Architectural Design Concepts
- Drafting Floor Plan
- Building Utilities Detailed Drawings

### **Practical AutoCAD Techniques**

September 15-18, 2015 @ 8:00am – 5:00pm

Lecturers: SUNNY B. OJEDA, SAMUEL P. BERNARDINO, and ROSEILE A. DIMAGIBA

- Important CAD Techniques for Technical Drafting NCII
- Layering, Pen Assignment, Creating Template, and Printing
- CAD Workshop in preparing floor plans and structural details
- NCII Technical Drafting Pre-Assessment

## **IX. FUNDING & BUDGET**

*Through the Division Office allocation for teachers' training (Special Education Fund).*

## **X. ACTION PLAN PROPONENTS**

Overall Chairman  
**SUNNY B. OJEDA**

Co-Chairman  
**SAMUEL P. BERNARDINO**

## **XI. WORKING COMMITTEE**

Chairman for Documentation  
**CRISANTO S. CAPILI**

Chairman for Registration & Budget  
**FLORABEL L. CRUZ**

Chairman for Refreshments  
**LUNINGNING C. ARELLANO**

Chairman for Physical Facilities  
**RICARDO P. GUANZON**

## **XII. APPROVAL COMMITTEE**

**RUBY M. CAGADAS**  
Education Supervisor I – TLE / EPP  
DepEd – Division of City Schools  
City of San Jose Del Monte

**GERMELINA H. PASCUAL**  
Schools Division Superintendent  
DepEd – Division of City Schools  
City of San Jose Del Monte

**DIVISION TRAINING-WORKSHOP  
FOR DRAFTING TECHNOLOGY TEACHERS**

**TRAINING – WORKSHOP MATRIX**

SEPTEMBER 14 to 18, 2015

<b>TIME</b>	<b>DAY 1 (SEPT 14, 2015)</b>	<b>DAY 2 (SEPT 15, 2015)</b>	<b>DAY 3 (SEPT 16, 2015)</b>	<b>DAY 4 (SEPT 17, 2015)</b>	<b>DAY 5 (SEPT 18, 2015)</b>
7:00-8:00 AM	REGISTRATION and OPENING PROGRAM	REGISTRATION	REGISTRATION	REGISTRATION	REGISTRATION
8:00-12:00 NN	<i>Topic:</i> Architectural Design Concepts  <b>MARIA FATIMA E. VALDEZ</b> Licensed Architect Teacher SJDMNHS NCII Holder	<i>Topic:</i> Reviewing the Basics of CAD Program  <b>SAMUEL P. BERNARDINO</b> BSIE-Drafting / MAT-Drafting Master Teacher I SJDMNTS NCII Holder	<i>Topic:</i> CAD Drawing and Modifying Commands  <b>SUNNY B. OJEDA, RMP</b> BSIE-Drafting / MEd-Educl Mgt Teacher SJDMNTS NCII, TM1 & NTTC Holder	<i>Topic:</i> Creating Customized Templates in CAD, Layering System, and Pen Assignment  <b>SUNNY B. OJEDA, RMP</b>	<i>Topic:</i> CAD Practical Tricks2 NCII Pre-Assessment (Manual Drafting & Written Exam)  <b>ROSEILE B. DIMAGIBA</b> Drafting Technology Teacher SJDMNHS TESDA Accredited TD Assessor NCII, TM1 & NTTC Holder
<b>L U N C H                      B R E A K</b>					
1:00-5:00 PM	<i>Topic:</i> Drafting Floor Plans and Detailed Drawings  <b>MARIA FATIMA E. VALDEZ</b>	<i>Topic:</i> Command Shortcuts and Tricks in CAD  <b>SAMUEL P. BERNARDINO</b>	<i>Topic:</i> Notations and Dimensioning Techniques  <b>SUNNY B. OJEDA, RMP</b>	<i>Topic:</i> CAD Practical Tricks 1 in Drafting Floor Plans, Scaling in Paper Space and Printing  <b>SUNNY B. OJEDA, RMP</b>	<i>Topic:</i> NCII Pre- Assessment (CAD Floor Plan Making Activity)  <b>ROSEILE DIMAGIBA</b>
Technical Facilitators: <b>LYNER D. DAYRIT &amp; ROSALIE D. SANTOS</b> Committee Chairmen: <b>LUNINGNING C. ARELLANO, FLORABEL L. CRUZ, RICARDO P. GUANZON, SAMUEL P. BERNARDINO, &amp; CRISANTO S. CAPILI</b> Over-All Chairman: <b>SUNNY B. OJEDA</b> Co-Chairman: <b>SAMUEL P. BERNARDINO</b>					<b>CLOSING PROGRAM</b>

Recommending approval:

**RUBY M. CAGADAS**  
ES I – TLE / EPP

Approved by:

**GERMELINA H. PASCUAL**  
Schools Division Superintendent

**DIVISION TRAINING-WORKSHOP  
FOR DRAFTING TECHNOLOGY TEACHERS  
OPENING PROGRAM  
8:00 P.M., September 14, 2015**

Opening Prayer	<b>LUNINGNING C. ARELLANO</b> Teacher – Sapang Palay National High School
National Anthem	<b>FLORABEL L. CRUZ</b> Teacher – Sapang Palay National High School
Welcome Address	<b>ALEXANDER D. ANGELES</b> Vocational School Administrator I San Jose Del Monte National Trade School
Training Overview	<b>RUBY M. CAGADAS</b> ES I – TLE / EPP DepEd – Division of City Schools CSJDM
Inspirational Message	<b>GERMELINA H. PASCUAL</b> Schools Division Superintendent DepEd – Division of City Schools CSJDM

**INTRODUCTION OF THE RESOURCE SPEAKERS**

**Start of the Training Proper**

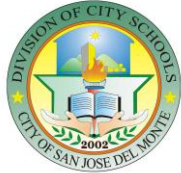
Master of Ceremony  
**CRISANTO S. CAPILI**  
Teacher - Muzon High School

**DIVISION TRAINING-WORKSHOP  
FOR DRAFTING TECHNOLOGY TEACHERS  
CLOSING PROGRAM  
3:00 P.M., SEPTEMBER 18, 2015**

Opening Prayer	<b>LUNINGNING C. ARELLANO</b> Teacher – Sapang Palay National High School
National Anthem	<b>FLORABEL L. CRUZ</b> Teacher – Sapang Palay National High School
Training Impressions	<b>SELECTED PARTICIPANTS</b>
<b>AWARDING OF CERTIFICATES</b>	
Closing Remarks	<b>RUBY M. CAGADAS</b> ES I – TLE / EPP DepEd – Division of City Schools CSJDM

**Recessional**

Master of Ceremony  
**CRISANTO S. CAPILI**  
Teacher - Muzon High School



Republic of the Philippines  
 DEPARTMENT OF EDUCATION  
 Region III – Central Luzon  
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Presents this

# Certificate of Participation

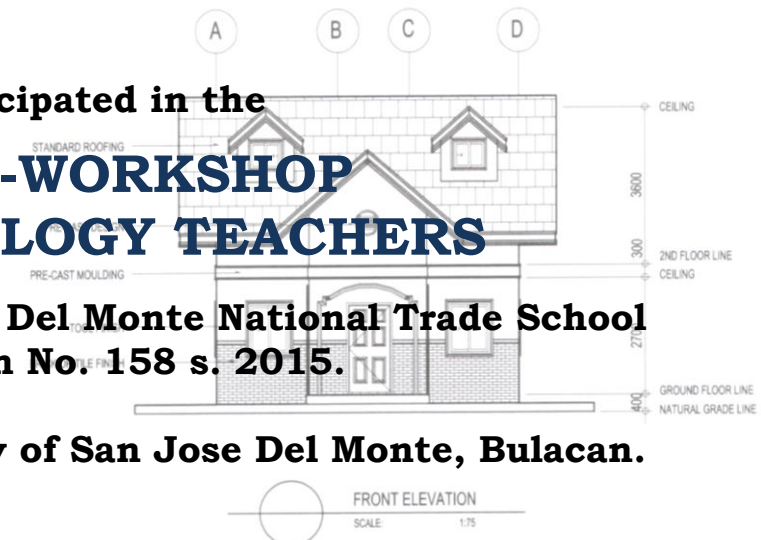
to

for having actively participated in the  
**DIVISION TRAINING-WORKSHOP  
 FOR DRAFTING TECHNOLOGY TEACHERS**

held on September 14-18, 2015 at San Jose Del Monte National Trade School  
 as per Division Memorandum No. 158 s. 2015.

Given this 21<sup>ST</sup> day of September 2015, City of San Jose Del Monte, Bulacan.

**GERMELINA H. PASCUAL, CESO V**  
 Schools Division Superintendent







Republic of the Philippines  
 DEPARTMENT OF EDUCATION  
 Region III – Central Luzon  
 DIVISION OF CITY SCHOOLS  
 City of San Jose Del Monte



This  
*Certificate of Recognition*

is awarded to

**SUNNY B. OJEDA**

for having served as

**RESOURCE SPEAKER**

in the

**DIVISION TRAINING-WORKSHOP  
 FOR DRAFTING TECHNOLOGY TEACHERS**

held on **September 14-18, 2015** at **San Jose Del Monte National Trade School**  
 as per **Division Memorandum No. 158 s. 2015.**

**Given this 21<sup>ST</sup> day of September 2015, City of San Jose Del Monte, Bulacan.**

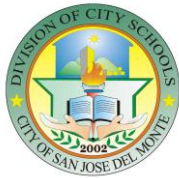
**GERMELINA H. PASCUAL, CESO V**  
 Schools Division Superintendent



GROUND FLOOR PLAN  
 SCALE: 1:50



FRONT ELEVATION  
 SCALE: 1:75



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## **NARRATIVE REPORT OF ACCOMPLISHMENT**

### **I. Training Title**

**“DIVISION TRAINING-WORKSHOP FOR DRAFTING TECHNOLOGY TEACHERS”**  
14-21 September 2015

### **II. Purpose of the Training Program**

- Explain architectural design conceptualization.
- Draw floor plan manually with the use furniture templates.
- Interpret detailed drawings for structural, electrical, and plumbing.
- Apply practical techniques in solving NCII related CAD drawing problems.
- Use layering system and pen assignment in CAD.
- Prepare floor plans and structural detailed drawings in CAD.

### **III. Results of the Training**

#### **DAY 1**

On the first day of the training, opening program was successfully held through the master of ceremony, Mr. Crisanto Capili. The expected guests were not able to attend due to their scheduled monitoring activity.

The assigned resource speaker for the day, Archt. Maria Fatima Valdez, started her lecture – demonstration right after the opening program. She introduced the process of design conceptualization as well as the principles of design. She completed the target topics with the techniques on how to draft floor plan manually through the use of conventional drafting instruments.

Education Program Supervisors, Ms. Lenny Delos Reyes and Ms. Ruby Cagadas gave inspirational message for the trainees and updates on the senior high school program. The trainees were enlightened on the reclassification scheme to be offered in teaching the senior high school program.

## **DAY 2**

The resource speaker, Mr. Samuel Bernardino, commenced the training by demonstration method. He presented the use of icons and some shortcut drawing commands along with basic modifying commands. He provided handouts with CAD problems for enhancement and review purposes. The trainees manifested appreciation of the CAD program despite their difficulty in answering problem exercises.

Ms. Cagadas stayed in the training room from morning until afternoon. She monitored the progress of the trainees and enjoyed seeing the latter eager to learn.

The Division Chief for curriculum implementation, Dr. Rolando Sotelo, together with another Education Program Supervisor, Ms. Corazon Loja, visited the training event at around 2 o'clock in the afternoon.

### **DAY 3&4**

The assigned resource speaker, Mr. Sunny Ojeda, started his presentation through motivational activity. He presented the best practices in solving CAD problems related to Technical Drafting NCII assessment. The step-by-step demonstration technique as the trainees follow the advance modifying commands was used to easily grasp the complex topics. Floor plan drafting was introduced by modular approach and hands-on activity wherein the multiline command, scaling, and other important commands were integrated to attain fast and easy drafting the floor plans.

Ms. Cagadas monitored the whole day activities inspiring more the trainees to stay focused on what they were learning. Moreover, everyone made the most benefits of the training by staying the whole length of the sessions.

### **DAY 5**

Ms. Roseile Dimagiba, the last resource speaker and the only accredited assessor in the division, delivered her lesson by giving tips and recommendations on how to pass the Technical Drafting NCII Assessment. She let the trainees experienced the complexity in passing the said assessment. Sample exam papers for manual drafting, AutoCAD problem, and objective type test were given to increase the trainees' chance of passing the assessment. She stressed out that the text style in CAD drawing problems must always be the Trebuchet MS. She also reiterated that the drawing must be completely finished with border line, title block, proper line weight and pen assignment.

The training program was successfully concluded with the closing remarks of the TLE Education Program Supervisor, Ms. Ruby Cagadas. She encouraged the trainees to

take the NCII assessment as well as to plan another training that is beneficial to the progress of the TLE program for both junior and senior high schools.

#### IV. Pictures of the Training



TLE Teachers in Action



Archt. Maria Fatima Valdez the Mentor for architectural concept development



Mentoring Activity of the Overall Chairman



Division Chief for Curriculum Implementation with his Education Supervisors



Mentoring Activity of Ms. Dimagiba



Collaborative Learning



Class Picture!!!

## V. General Impression:

The objectives of the training were successfully attained, with maximum participation and impressive performance of all the trainees.

## VI. Recommendation

Necessary intervention and inputs were provided for TLE teachers in order to earn the basic requirement for passing the NCII before they could teach grades 11 and 12. However, provisions for exercises during the training were a bit higher than the basic concepts and skills which are to be taught in the classrooms. In as much as the training organizers would like to provide the necessary help to the teachers to prepare them for

classroom teaching, time constraint did not make it possible. Hence, it is recommended that another training be conducted which will focus on acquiring the basic knowledge and skills in teaching CAD program for new teachers and enhancement program for those who already have acquired the same.

**Another way of enhancing the readiness of the teachers is through attending the district or division demo – teaching which could be held during semester break and summer. Moreover, the proponents of this training humbly recommend to the TLE Education Program Supervisor, Ms. Cagadas, to plan and recommend a demo – teaching activity for TLE teachers.**

The trainees are also advised to take the TESDA assessment for Technical Drafting NCII in Bulacan State University in Malolos or in Meralco Foundation Institute in Pasig. Having passed the said assessment is not only a gateway to teach in the senior high school program but it would contribute to their professional growth.

Prepared by:

**SUNNY B. OJEDA, RMP**  
Overall Chairman

Received by:

**RUBY M. CAGADAS**  
Education Supervisor I – TLE / EPP