Republic of the Philippines

Department of Education

Region IV – A CALABARZON

Division of Batangas

DISTRICT OF LOBO

**LORD IMMANUEL INSTITUTE FOUNDATION INC.**

(Formerly Lobo International Institute Foundation Inc.)

Jose Rizal St., Poblacion, Lobo, Batangas

[**www.lordimmanuel.com**](http://www.lordimmanuel.com)

***ACTION PLAN***

***TECHNOLOGY AND MEDIA TEAM***

***SY 2019-2020***

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **TOPIC** | **OBJECTIVES** | **STRATEGIES/ACTIVITIES** | **TIME**  **FRAME** | **RESOURCES** | | | **FUNDING**  **RESOURCE** | **EXPECTED**  **OUTCOME** |
| **FUND** | **HUMAN** | **MATERIAL** |
| **TECNOLOGY AND MEDIA TEAM** | 1. Develop student’s technology skills according to their grade level. | * G7 - Word Processing * G8 - PowerPoint Presentation * G9 – Excel * G10 – Adobe Photoshop / Photography | June to March |  | ICT Team | Computers | Donations of the Missionaries | Develop a short film presentation. |
| 2. Develop students ability to use technology and media tools | * Post programs invitations and other matters concerning the different events in the school through website. * Integrate technology in daily lessons. Photograph of program website construction ID photo, expedite the ID. | Year round  Year round |  | ICT Team  Teachers | Computers  Laptop and projector | Donations of the Missionaries  Donations of the Missionaries | Alumni students will became aware and inform, blogs, students life  Use of technology and media in the class |
|  | 3. Develop Journalists and English writers (Salt and Light) | * Publish a school papers |  |  | Salt and Light Committee, Advisers and Teachers |  |  | Publication and Issuance of school papers Salt and Light |
| 4. Disseminate information to Stake holders. | * Post information at the school website * Provide documentation for every activities * Use catchy pictures and videos in the presentation and provide the message from some International missionaries | June to March |  | ICT Team | Computers and internet | Donations of the Missionaries | Learning process in Technology and Media became effective  Compilation of archives and file in every events and programs |
| 5. Organize and Secure the archives and files. | * Develop the PowerPoint presentation for graduation ceremony | April |  |  | Projector and white screen |  | Parents, students, alumni and other visitors will be able to see the flow of the program |
| 6. Develop a timely souvenir, program and yearbook for the graduated students. | * Publish a souvenir program and yearbook | March to April |  | ICT Team | Laptop,  Bond paper and printer |  | Publication and issuance of the souvenir program and yearbooks |