



ACTION PLAN
 (SY: 2022-2023)

TOPIC	OBJECTIVES	STRATEGIES/ ACTIVITIES	TIME FRAME	RESOURCES		FUNDING RESOURCE	EXPECTED OUTCOME
				HUMAN	MATERIAL		
TECHNOLOGY AND MEDIA TEAM	1. To gathered all the necessary examples of Compliance Evidences that is on the list for the Recertification of Lord Immanuel Institute Foundation, Inc.	<ul style="list-style-type: none"> • Check the list of examples of Compliance Evidences for the Recertification of Lord Immanuel Institute Foundation, Inc. • Ensure photos and documents to be used as compliance evidences. • Secure usb to use for gathering all necessary photos and documents and printer for making hard copies. 	August to September	Tech and Media Team	Laptop, Camera, Papers and Printer		Organized and secure all the document that is listed in the example of Compliance Evidences that the Private Education Assistance Committee (PEAC) needed for the recertification of the school of Lord Immanuel Institute Foundation, Inc.
	2.Support in making a Learning Continuity Plan video presentation for students, staff and parents	<ul style="list-style-type: none"> • Gathering clips, photos and information from the Memorandum of the DepEd regarding the Learning Continuity Plan for Lord Immanuel Institute Foundation, Inc. SY: 2022-2023 with the guidance of Mrs. Jackielou T. Ramos (Principal) 		Tech and Media Team and Praise and Worship Team	Laptop, Camera	Not applicable	Monitor the uploaded Learning Continuity Plant video presentation in Lord Immanuel Institute Foundation, Inc. Facebook account and website

	3. Support students/Teachers in Learning through the use of PowerPoint and other Microsoft Office	<ul style="list-style-type: none"> • Make a private Facebook account of tech and media team who will answer LLIFI students that have difficulty in terms of gadgets, internet access and etc. • Share website or videos that can help students/ teachers in online learning 	Year round	Tech and Media Team, Students and Family Affairs Team	Laptop, Cellphone, Smart TV	Teacher and Students	Free access on website and shared videos from Tech and Media Team
	4. Develop students ability to use technology and media tools	<ul style="list-style-type: none"> • Post programs invitations and other matters concerning the different events of the school through website. • Integrate technology in daily lessons. 	Year round	ICT Team	Computers	Donations from Missionaries	Alumni will become keep track of other alumni.
	5. Develop Journalists and English writers (Salt and Light)	<ul style="list-style-type: none"> • Publish a school papers 	January-June	Salt and Light Committee, Advisers and Teachers	Computers and internet	School fund	Publication and Issuance of school papers Salt and Light
	6. Organize and Secure the archives and files.	<ul style="list-style-type: none"> • Develop the PowerPoint presentation for graduation ceremony 	July	Technology and Media Team	Projector, laptop, usb and white screen	Not applicable	Parents, students, alumni and other visitors will be able to see the flow of the program

Prepared by:

GAYMARIE I. CAEG
Team Leader

JOICE ANN C. OBEA
Co-Leader

JECA HAZIEL D. LUMANGLAS
Member

LOUISE MARGARETH ANYAYAHAN
Member