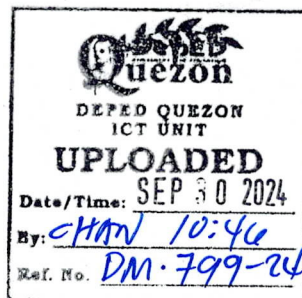




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



29 September 2024

DIVISION MEMORANDUM
DM No. 799, s. 2024

ADMINISTRATION OF THE PISA-SCIENCE PROGRAM PRE-TEST

To: Assistant Schools Division Superintendents
Division Chiefs
Public Schools District Supervisors
District Testing Coordinators
Public Secondary School Heads
School Testing Coordinators
All Others Concerned

1. In reference to **Memorandum DM-CT-2024-380** (Administration of the PISA-Science Program Pre-Test), the Department of Education (DepEd) will administer a pre-test to 15- year-old learners from Grade 7 and higher from **September 30 to October 11, 2024** as part of its preparation for the 2025 Programme for International Student Assessment (PISA).
2. The schools may administer the pre-test using either the **Learning Management System (LMS)** or **pen-and-paper modality**.
3. Be advised that it is left to the discretion of the school heads to determine which of the said two assessment modalities can be best used based on their local needs and situation. However, it should be properly reported to the Division with corresponding available data for reference and provision of technical assistance, as necessary.
4. Please see **Annex A and B of the attached DepEd Memorandum** for the specific steps in administering the pretest using pen-and-paper and LMS modality.
5. The results of the pre-test using the template provided by the Central Office, shall be submitted to the Division by uploading the said file to this link: tinyurl.com/PISAPretest-results.

DEPEDQUEZON-TM-SDS-04-009-003



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
Trunkline #: (042) 784-0366, (042) 784-0164,
(042) 784-0391, (042) 784-0321



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6. All Public School Districts, through the District Testing Coordinators, are also requested to **submit the list of schools** with the corresponding name and number of test takers, assessment modality, and other related data using this link: tinyurl.com/School-Data-PISA24.
7. In case schools will use the LMS, they are advised to consider the following:
- Stable power supply;
 - Stable and strong internet connectivity;
 - Sufficient number of functional student computers/laptops;
 - Knowledge of the learners in the use of computers/laptops; and
 - Presence of ICT personnel during the administration of pretest.
8. For the pen-and-paper modality, the school MOOE will be used to fund the reproduction of the test materials needed while waiting for the release of funds from the Central Office for the administration of the Pisa-Science Program Pre-Test.
9. The following schedules of pre-test administration will be considered for each Congressional District for the schools to have ample time to prepare the necessary resources needed for the said activity:

Congressional District 1 & 2	October 7, 2024
Congressional District 3 & 4	October 8, 2024

10. In connection, an online orientation meeting regarding the conduct of the said activity shall be conducted on **September 30, 2024, at 1:00 p.m.** via Zoom, with all Public Schools District Supervisors, Public Secondary School Heads, and Testing/ICT Coordinators.
11. Login credentials for the Zoom Meeting will be forwarded to the official Messenger group chat of the Public Schools District Supervisors (PSDSs) and District Testing Coordinators, to be disseminated to all concerned participants.

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12. The conduct of the said activity shall be monitored by all Public Schools District Supervisors, Education Program Supervisors, and Specialists for School Management Monitoring and Evaluation (SMME) to ensure the proper compliance of each school in the said activity. A separate Memorandum will be issued regarding the tool to use in the monitoring.
13. Transportation and other incidental expenses that may be incurred by the onsite monitors in the administration of the Pisa-Science Program Pre-Test shall be charged to the Division MOOE, subject to auditing rules and regulations.
14. For information and strict compliance of all concerned.

ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

smemgd9/29/2024

DEPEDQUEZON-TM-SDS-04-009-003



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Republic of the Philippines
Department of Education

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

MEMORANDUM
DM-CT-2024-380

TO : **REGIONAL DIRECTORS**
SCHOOLS DIVISION SUPERINTENDENTS
REGIONAL INFORMATION TECHNOLOGY OFFICERS
ALL OTHERS CONCERNED

FROM : 
GINA O. GONONG
Undersecretary

: 
JANIR T. DATUKAN
Assistant Secretary for Curriculum and Teaching

SUBJECT : **ADMINISTRATION OF THE PISA-SCIENCE PROGRAM PRE-TEST**

DATE : September 27, 2024

As part of its preparation for the 2025 Programme for International Student Assessment (PISA), the Department of Education will administer a pre-test to 15-year-old learners from Grade 7 and higher from **September 30 to October 11, 2024**. The pre-test will be administered using either the Learning Management System (LMS) or pen-and-paper modality.

In this regard, this Office issues the Guidelines for Administering the PISA-Science Program Pre-Test. Please refer to Annex A for the guidelines for administering the pre-test using the pen-and-paper modality and Annex B using the LMS. The cluster of Schools Division Offices is attached as Annex C.

For any concerns or inquiries, you may contact the Office of the Assistant Secretary for Curriculum and Teaching-Education Assessment and Alternative Education (OASCT-EAAE) via email at oasct.eaae@deped.gov.ph or via landline through (+63 2) 8631-8495.

Copy-furnished:

ATTY. REVSEE A. ESCOBEDO
Undersecretary for Operations



1/F Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City
Direct Line: (+63 2) 8633-7202/8687-4146 E-mail: ouct@deped.gov.ph



DepEd Philippines



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www.deped.gov.ph

ANNEX A

ADMINISTERING THE PRE-TEST USING PEN-AND-PAPER MODALITY

1. Access the Pre-Test questionnaire from Google Drive through this link:
<https://bit.ly/PISA2025Resources>
2. Print the test questionnaire.
3. Administer the 30-minute Pre-Test to the identified 15-year-old learners in the school.
4. The teacher/proctor may request the learners to exchange papers and check their answers. The answers may be discussed in a separate session.
5. Gather the test questionnaire and input the scores using the template provided in the following link:
<https://tinyurl.com/PRETESTSCORESHEETS>
6. Schools' Pre-Test results will be submitted to the Schools Division Offices (SDOs). SDOs will consolidate and submit school submissions to the Regional Offices.
7. The Regional Offices will submit the consolidated reports to the Office of the Undersecretary for Curriculum and Teaching–Education Assessment and Alternative Education (OASCT-EAAE) through oasct.eaae@deped.gov.ph.

NOTE: Schools administering the Pre-Test using the pen-and-paper modality are advised to wait for the release of the Program Support Funds (PSF) for printing of tests and learning materials.

ANNEX B

ADMINISTERING THE PRE-TEST USING THE LEARNING MANAGEMENT SYSTEM (LMS)

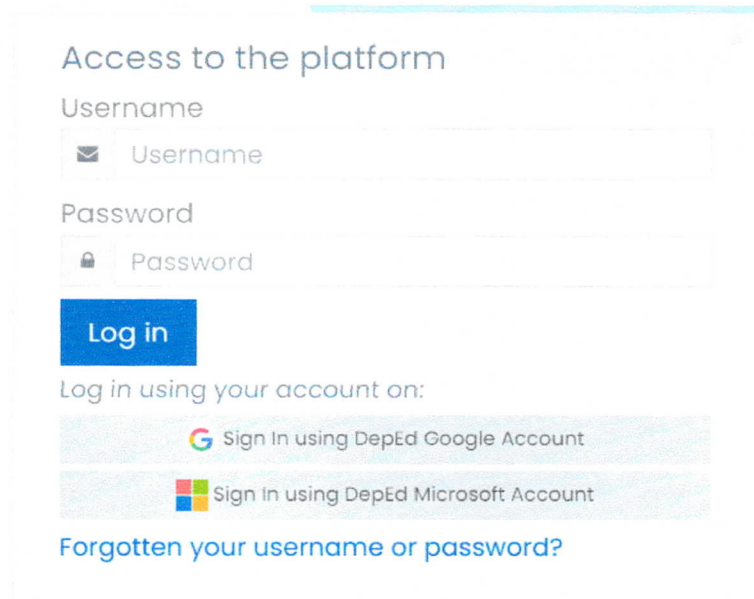
For the Learners:

1. **Access the DepEd LMS**

- Open your web browser and go to the DepEd Learning Management System (LMS) website (URL will be provided by your Division or School).

2. **Log In to Your Account**

- Log in using your DepEd Microsoft Account.



Access to the platform

Username

Username

Password

Password

Log in

Log in using your account on:

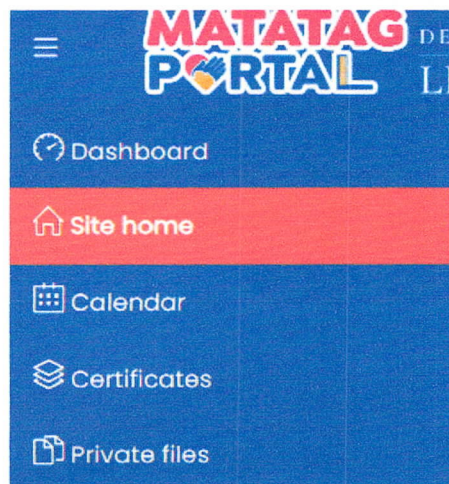
Sign In using DepEd Google Account

Sign In using DepEd Microsoft Account

[Forgotten your username or password?](#)

3. **Find the Right Course**

- Navigate to the **Site Home**.



- Locate the **Practice Test** category (this is the first category).

4. **Select Your Cluster**

- Refer to **Annex C** to find out which cluster your School Division Office (SDO) belongs to.
- Click on the course linked to your SDO cluster.

5. **Enroll in the Course**

- When prompted for the **enrollment key**, enter the following:
 - **PT_Learners** (this is the key for learners to access the course).

Enrolment options

The screenshot shows a web interface for enrolling in a course. On the left, there is a graphic of an atom and a link labeled 'Practice Test' for 'Science Practice Test Cluster 66'. To the right, there are two sections: 'Learners' and 'Teachers'. Each section has a text input field for 'Enrolment key' and a blue 'Enrol me' button.

- Click **Enroll Me**.

6. **Start the Assessment**

- Once enrolled, locate the assessment or test under the course content.
- Click on the assessment link to start the test.

Science Practice Test

[CLICK HERE TO TAKE THE PRACTICE TEST](#)

- Follow the instructions provided in the test and submit your answers once completed.

7. **Check for Completion**

- After submitting the assessment, log out from the system.

For Teachers (to check the learner's scores):

1. **Access the DepEd LMS**
 - Open your web browser and go to the DepEd Learning Management System (LMS) website.
2. **Log In to Your Account**
 - Login using DepEd Microsoft Account or DepEd Google Account.
3. **Find the Right Course**
 - Navigate to the **Practice Test** category.
4. **Select the Cluster**
 - Based on the learner's Division, select the appropriate cluster from the list of courses provided.
5. **Enroll in the Course**
 - When prompted for the **enrollment key**, enter the following:
 - **PT_Teachers** (this is the key for teachers to access and review learner progress).
 - Click **Enroll Me**.
6. **Access Learner Grades**
 - After enrolling, go to the gradebook or progress tracking section of the course.
 - Here, you can check the grades or scores of learners who have completed the assessment.

ANNEX C

SCHOOLS DIVISION OFFICE CLUSTERS IN THE LMS

LMS TENANT	LMS Course	SDO	
R1	Cluster 1	Alaminos City	
		Pangasinan I, Lingayen	
	Cluster 2	Batac City	
		Candon City	
		Dagupan City	
		Ilocos Norte	
		Ilocos Sur	
		La Union	
	Cluster 3	Laoag City	
		San Fernando City	
		Vigan City	
	Cluster 4	Pangasinan II, Binalonan	
		San Carlos City	
		Urdaneta City	
	R2	Cluster 5	Cagayan
		Cluster 6	Isabela
Cluster 7		Batanes	
		Cauayan City	
		City of Ilagan	
		Nueva Vizcaya	
		Quirino	
		Santiago City	
Tuguegarao City			
R3-1	Cluster 8	Bulacan	
	Cluster 9	Nueva Ecija	
	Cluster 10	Cabanatuan City	
		City of San Jose Del Monte	
		Gapan City	
	Cluster 11	San Jose City	
		Science City of Muñoz	
	Cluster 12	Aurora	
Malolos City			
R3-2	Cluster 13	Meycauayan City	
	Cluster 14	Pampanga	
		Angeles City	
		Balanga City	
	Cluster 15	Bataan	
		Mabalacat	
		Olongapo	
		San Fernando City	
	Cluster 16	Zambales	
		Tarlac Province	
R4A1	Cluster 17	Tarlac City	
	Cluster 18	Cavite Province	
		Bacoor City	
		Cavite City	

		Dasmaringas City
	Cluster 19	General Trias City
		Imus City
R4A2	Cluster 20	Quezon
	Cluster 21	Laguna
	Cluster 22	Binan City
		Cabuyao City
		Calamba City
	Cluster 23	Lucena City
		San Pablo City
San Pedro City		
Sta. Rosa City		
Tayabas City		
R4A3	Cluster 24	Antipolo City
	Cluster 25	Batangas
	Cluster 26	Rizal
	Cluster 27	Batangas City
		Tanauan City
		Lipa City
R4B	Cluster 28	Calapan
		Marinduque
		Romblon
	Cluster 29	Occidental Mindoro
		Oriental Mindoro
Cluster 30	Palawan	
		Puerto Princesa City
R5-1	Cluster 31	Albay
		Legaspi City
		Ligao City
		Tabaco City
	Cluster 32	Camarines Norte
		Masbate City
Cluster 33	Masbate	
R5-2	Cluster 34	Camarines Sur
	Cluster 35	Catanduanes
		Iriga City
		Naga City
	Cluster 36	Sorsogon
Sorsogon City		
R6-1	Cluster 37	Negros Occidental
	Cluster 38	Bacolod City
		Bago City
		Capiz
	Cluster 39	Cadiz City
		Escalante City
		Himamaylan City
		Kabankalan City
		La Carlota City
		Sagay City
San Carlos City		
Silay City		
		Sipalay City

		Victorias City
R6-2	Cluster 40	Aklan
		Antique
	Cluster 41	Guimaras
		Iloilo City
Passi City		
	Roxas City	
	Cluster 42	Iloilo
R7-1	Cluster 43	Dumaguete City
		Guihulngan City
		Negros Oriental
		Siquijor
		Tagbilaran City
		Canlaon City
	Tanjay City	
Cluster 44	Bais City	
	Bayawan City	
	Bohol	
r7-2	Cluster 45	Bogo City
		Carcar City
		Cebu City
		City of Naga, Cebu
		Danao City
	Cluster 46	Cebu
	Cluster 47	Lapu-Lapu City
		Mandaue City
Talisay City		
	Toledo City	
R8	Cluster 48	Leyte
	Cluster 49	Northern Samar
		Samar (Western Samar)
	Cluster 50	Baybay City
		Biliran
		Borongan City
		Calbayog City
		Catbalogan City
		Eastern Samar
		Maasin City
Cluster 51	Ormoc City	
	Southern Leyte	
	Tacloban City	
R9	Cluster 52	Dapitan City
		Dipolog City
		Zamboanga del Norte
	Cluster 53	Isabela City
		Pagadian City
		Zamboanga City
Cluster 54	Zamboanga del Sur	
	Zamboanga Sibugay	
R10	Cluster 55	Bukidnon
	Cluster 56	Cagayan de Oro City

		Camiguin
		El Salvador
		Gingoog City
		Iligan City
	Cluster 57	Lanao del Norte
		Malaybalay City
		Misamis Occidental
	Cluster 58	Misamis Oriental
		Oroquieta City
		Ozamis City
		Tangub City
		Valencia City
R11	Cluster 59	Davao City
	Cluster 60	Davao De Oro
		Davao del Norte
	Cluster 61	Davao del Sur
		Davao Occidental
		Davao Oriental
	Cluster 62	Digos City
		Island Garden City of Samal
	Mati City	
	Panabo City	
	Tagum City	
R12	Cluster 63	General Santos City
		Kidapawan City
	Cluster 64	Koronadal City
		North Cotabato
	Cluster 65	Sarangani
	South Cotabato	
Cluster 66	Sultan Kudarat	
	Tacurong City	
CAR	Cluster 67	Abra
		Apayao
		Baguio City
		Benguet
	Cluster 68	Ifugao
	Kalinga	
	Mt. Province	
	Tabuk City	
CARAGA	Cluster 69	Agusan del Norte
		Agusan del Sur
		Bayugan City
	Cluster 70	Bislig City
		Butuan City
		Cabadbaran City
		Dinagat Island
		Siargao
	Cluster 71	Surigao City
		Surigao del Norte
	Surigao del Sur	
	Tandag City	
NCR1	Cluster 72	Caloocan City

	Cluster 73	Manila
	Cluster 74	Paranaque City Taguig City and Pateros
	Cluster 75	City of San Juan
		Las Piñas City
		Malabon City
		Navotas
NCR2	Cluster 76	Quezon City
	Cluster 77	Makati City
		Mandaluyong City
		Muntinlupa City
	Cluster 78	Marikina City
		Valenzuela City
Cluster 79	Pasay City	
	Pasig City	