



258-1521

Republic of the Philippines  
Department of Education  
REGION I  
SCHOOLS DIVISION OF VIGAN CITY

**DIVISION MEMORANDUM**

No. **908**, s. 2025

**CANVA MASTERCLASS: EMPOWERING CREATIVE AND FUTURE READY  
TEACHERS (TRAIN THE TRAINER SESSION)**

TO: School Heads of VCS, GESIMS, JSES and ISNHS

1. In reference to the Regional Memorandum No. 686, s. 2025, the National Educators Academy of the Philippines - Region I (NEAP RI) in partnership with Canva Philippines shall conduct the **Canva Masterclass: Empowering Creative and Future-Ready Teachers (Train the Trainer Session)** on **June 3-5, 2025** via Zoom Teleconferencing Platform.

2. The program aims to empower teachers with necessary skills, tools, strategies and techniques to create visually engaging and interactive learning content using Canva, geared to ultimately transform teaching and learning processes.

3. Participants in the activity are indicated below:

Name	Position/Designation	School/ Office
REYNOR VALDEROSA	Teacher III	VCS
MYLENE UNARSE	Teacher III	GESMS
ANGELICA BUCARILI	Teacher III	JSES
ROSARIO GERARD QUITEVIS	Teacher I	ISNHS

4. Participants are requested to confirm their attendance through the link: <https://tinyurl.com/MasterclassCanva2025> on or before May 28, 2025. Zoom meeting details will be sent to the participants via email upon registration.

5. The participants are reminded to ensure that they have access to a laptop/desktop computer and reliable internet connection for the whole duration of the masterclass.

6. For further concerns and queries, please coordinate with Matthew Bofete, Project Development Officer II, NEAP PDD through email [neap.pdd@deped.gov.ph](mailto:neap.pdd@deped.gov.ph) or landline (02) 8715-9919.

7. Attached is the Regional Memorandum No. 686, s. 2025 for reference.

8. Immediate dissemination of this Memorandum is desired.

*for Approval*  
**VILMA D. EDA, CESO V**  
Schools Division Superintendent

SCHOOLS DIVISION OFFICE  
DEPED VIGAN CITY

23 MAY 2025

**RELEASED**

BY: *[Signature]*



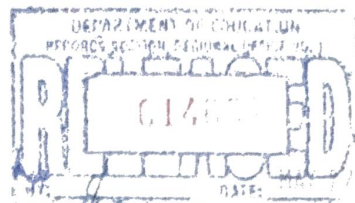
Address: Mena Crisologo St., corner Rivero St., Brgy. IX, Vigan City, Ilocos Sur  
Telephone No. (077) 222 20 23 / (077) 612 05 33  
Email Address: [vigan.city@deped.gov.ph](mailto:vigan.city@deped.gov.ph)  
Website: [www.depedvigan.city.com](http://www.depedvigan.city.com)

Your Feedback is Important to us. Visit this link [bit.ly/SDOViganCityCSM](http://bit.ly/SDOViganCityCSM)





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**Department of Education**  
REGION I



**REGIONAL MEMORANDUM**

No. 686, s. 2025

**CANVA MASTERCLASS: EMPOWERING CREATIVE AND FUTURE READY  
TEACHERS (TRAIN THE TRAINER SESSION)**

To: Schools Division Superintendents  
All others concerned

1. The National Educators Academy of the Philippines (NEAP), in partnership with Canva Philippines, will conduct the Canva Masterclass: Empowering Creative and Future-Ready Teachers (Train the Trainer Session) on June 3-5, 2025 via Zoom Teleconferencing Platform.
2. The program aims to empower teachers with necessary skills, tools, strategies, and techniques to create visually engaging and interactive learning content using Canva, geared to ultimately transform teaching and learning processes.
3. As part of the nationwide rollout of Canva to all DepEd schools, the Schools Division Offices (SDOs) are encouraged to identify four (4) Canva teachers (these may include ICT coordinators or teachers with roles related to instructional leadership and digital innovation), based on the following qualification standards:

Qualification Standards	Details
Passion for Innovation	Actively uses and promotes digital tools to enhance teaching, professional development, and other school-wide communication activities
Proven Influence and Leadership	Has experience serving as coach, Ed Tech Coordinator, curriculum leader, or trainer; able effectively to share knowledge and scale across or within the SDO
Advocacy for Equity and Inclusion	Demonstrates a strong commitment to inclusive student-centered learning and actively supports initiatives that empower educators through accessible and meaningful use of technology
Training and Facilitation Skills	Capable and willing to conduct localized professional development sessions, workshops, or mentoring activities within their schools or SDO



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Doc Ref Code	RM-ORD	Rev	00
Effectivity	11/18/2024	Page	1 of 2



4. The SDOs through the HRD SEPS or EPS II shall submit the list of the identified participants to \_\_\_\_\_ and advise them to confirm their attendance through the link: \_\_\_\_\_ on or before May 28, 2025. Zoom meeting details will be sent to the participants via email upon registration.

5. The participants are reminded to ensure that they have access to a laptop/desktop computer and a reliable internet connection for the whole duration of the masterclass.

6. For further concerns and queries, please coordinate with Matthew Bofete, Project Development Officer II, NEAP PDD through email \_\_\_\_\_ or landline (02) 8715-9919.

7. For information and compliance.



**TOLENTINO G. AQUINO**  
Director IV

Encl.: None

Reference: DM-OUHROD-2025-1243

To be indicated in the Perpetual Index

Under the following subjects:

TEACHERS

TRAINING

HRDD/aac/RM\_CANVAMasterClass  
May 22, 2025



DepEd RO1



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HRDD250523



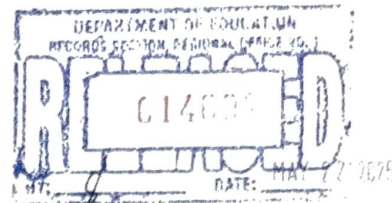
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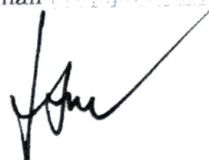


4. The SDOs through the HRD SEPS or EPS II shall submit the list of the identified participants to the project development officer, and advise them to confirm their attendance through the link: <https://www.zoom.us/j/92123456789> on or before May 28, 2025. Zoom meeting details will be sent to the participants via email upon registration.

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6. For further concerns and queries, please coordinate with Matthew Bofete, Project Development Officer II, NEAP PDD through email [matthew.bofete@deped.gov.ph](mailto:matthew.bofete@deped.gov.ph) or landline (02) 8715-9919.

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