



October 2, 2019

REGIONAL MEMORANDUM

No. 577, s. 2019



**REQUEST FOR INSTALLATION OF ADOBE SUITE
TO LEARNING RESOURCES MANAGEMENT SECTION (LRMS)
OF THE REGIONAL AND SCHOOLS DIVISION OFFICES**

**To: Schools Division Superintendents
CID Chiefs
LRMS Supervisors
This Region**

1. This is to inform the field of the Unnumbered DepEd Memorandum regarding the Request for Installation of Adobe Suite to Learning Resource Management Section (LRMS) of the Regional and Schools Division Offices.
2. In view of the needed requirements for hardware and software support for the productivity and publishing tools for the layout and visual editing in the development of learning resources, the Information and Communications Technology Service will distribute to the regional and division the LRMS Creative Suites installer as soon as the procurement of additional licenses is facilitated.
3. The Division LRMS are requested to submit a list of personnel indicating their email address and position who will receive the named licenses of Adobe CC. This will help the ICTS and the BLR facilitate the distribution and monitoring of licenses in the future.
4. Submission of the list of personnel shall be on or before October 4, 2019. Send it to maripaz.magno@deped.gov.ph
5. Immediate dissemination to all concerned and compliance of this memorandum is highly desired.

FRANCIS CESAR B. BRINGAS

Assistant Regional Director

Officer-In-Charge

Office of the Regional Director

Encl.: none

Reference: Unnumbered Memorandum from Dir. Carag to Dir. Abanil dated September 13, 2019 and
Response Letter to Dir. Carag from Dir. Abanil dated September 20, 2019

To be indicated in the Perpetual Index under the following subjects:

SOFTWARE

ADOBE SUITES

LICENSED INSTALLER

LEARNING RESOURCE

Imd/mfm

10/01/2019



2019-10-14819

DCC No.: DepEdRO13-F-REC-013/R2/9-4-2019



ISO 9001:2015 CERTIFIED
Certificate No.:
UAE/QMS/2019/1938



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Republic of the Philippines
Department of Education
INFORMATION AND COMMUNICATIONS TECHNOLOGY SERVICE
Pasig City, Philippines

Office of the Director

DATE : 20 September 2019

FOR : **EDEL B. CARAG**
Director III
Officer-In-Charge
Office of the Director IV

FROM : 
ABRAM Y. C. ABANIL
Director IV

SUBJECT : **Request for Installation of Adobe Suite to Learning Resource
Management Section of the Regional and Schools Division Offices**

The Information and Communications Technology Service (ICTS) is continuously supporting the needed requirements for hardware and software support of the department. In line with the Unnumbered Memorandum dated 13 September 2019 about the request for installation of Adobe Suite to LRMS section of the Regional and Schools Divisions Offices, ICTS will distribute the Creative Suites installer as soon as the procurement of additional licenses is facilitated.

May we request for a list of personnel indicating their DepEd email address and position who will receive the named licenses of Adobe CC. This will help us facilitate the distribution and monitoring of licenses in the future.

For inquiries, please contact **Mr. Mark Anthony C. Sy**, the Senior Technical Assistant IV of OUA-ICTS who handles the administration of Adobe CC accounts. Mr. Sy can be reached at mark.sy002@deped.gov.ph or at telephone number (02) 6331-9636.

Thank you for your continuous trust and confidence in the upliftment and development of educational technology of the department.



Office of the Director

MEMORANDUM

FOR : **MR. ABRAM Y.C. ABANIL**
Director IV
Information and Communications Technology Service

FROM : **EDEL B. CARAG**
Director III
Officer-In-Charge
Office of the Director IV

SUBJECT : **Request for Installation of Adobe Suite to Learning Resource Management Section of the Regional and Schools Division Offices**

DATE : **September 13, 2019**

The Bureau of Learning Resources (BLR) is continuously capacitating DepEd-Learning Resources Management Section (LRMS) personnel from the different regions and schools divisions. The capacity building activities focus on the development of learning resources that uses productivity and publishing tools for layout and visual editing.

In this connection, we are requesting your office to facilitate the installation of Adobe Suite applications in every regional and schools division LRMS office. Installation of the said computer application program will be a great help to our LRMS personnel in development of learning resources.

Mr. Eric U. Labre, Senior Education Program Specialist of the BLR-QAD will coordinate with your office regarding the request. For further clarification on the matter, Mr. Labre can be reached at telephone number (02) 634-1054 or cell phone number 09433956760.

We are hoping for your immediate and appropriate action.

Thank you for your continuous support to our Bureau.

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