



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

July 21, 2023

REGIONAL MEMORANDUM

No. 686s. 2023

To: Schools Division Superintendents
All Others Concerned

**GURONG MATATAG CONDUCT OF MICROSOFT CERTIFIED EDUCATORS
(MCE) EXAMINATIONS FOR DEPED TEACHERS**

1. In reference to Memorandum DM-OUHROD-2023-0974 dated July 18, 2023, from the Office of Gloria Jumamil-Mercado, Undersecretary for Human Resource and Organizational Development, the field is hereby informed of the conduct of the **Microsoft Certified Educator (MCE)** examination for teachers from **July 24 – 27, 2023**.
2. Attached are the following annexes:

Annex A: List of Identified Examinees
Annex B: Previous Teacher Examinees of MCE Examination Who Will Be Given Slots for Completion
3. All examinees will receive instruction via email regarding the details of their in-depth synchronous orientation for the MCE examination with two slots scheduled on **July 20, 2023, Thursday, 5:30 to 8:00 PM** and **July 21, 2023, Friday, 5:30 PM to 8:00 PM**. The Teams meeting link will be sent to the registered e-mail address of the examinees. The time and date will be finalized during the synchronous orientation.
4. The examinees may access the link: **<https://bitly/MCEFILES>** for MCE Briefer, Objective Domains, and the Skills Covered by the MCE exam.
5. In preparation for the actual examination, examinees are encouraged to have the following technical requirements:
 - Office 365/2019 Apps installed in their laptops or desktops downloadable at **<http://portal.office.com>** using their DepEd M365 email address
 - Microsoft Learn Account – Sign in or create an account at **<https://learn.microsoft.com>**



Misamis St., Bago Bantay, Quezon City

Email Address: ncr@deped.gov.ph
Website: <http://www.depedncr.com.ph>

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- Certiport User Account – Sign in or create an account at <https://www.certiport.com/portal/pages/registration.aspx>
 - Minimum requirement of laptop or desktop to be used:
 - Windows 10 Operating System at least ver. 1607 build 1439.2515 or later (32 bit and 64 bit)
 - Processor Recommended – 2.6 GHz or higher (minimum requirement – 1.3 GHz) and Hard Drive – 5 GB
 - RAM – 4GB
 - Internet Connection Recommended – High-speed stable internet, WIFI or DSL with a minimum requirement of 10mbps download speed
 - Firewall – Disable VPN/Corporate Firewall
 - Keyboard and Mouse – 2-button wheel mouse and keyboard
6. It is also highly recommended that examinees undergo a self-paced review using the MCE Study Guide at <https://aka.ms/MCEStudyGuide>.
7. Test results provided by Microsoft will serve as a baseline for the Information and Communications Technology (ICT) skills for teaching relevant to NEAP's goal to come up with skilling and interventions programs for teachers.
8. For any questions and concerns, please contact **Ms. Jennifer G. Medina**, Education Program Specialist II, at ncr@deped.gov.ph .
9. For the full details, please see enclosed Memorandum.
10. Immediate dissemination and compliance with this Memorandum is desired.


WILFREDO E. CABRAL, CESO III
Regional Director

Annexes.: As stated





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Annex A: List of Identified Examinees

Name	Position	School	Schools Division Office
1. Ella Mae S. Luyun	Teacher III	Pitogo High School	Makati
2. Jane Gieselle H. Cruz	Teacher I	Ninoy Aquino Elementary School	Malabon
3. Leila B. Villaneda	Teacher 1	Mataas na Paaralang Neptali Gonzales	Mandaluyong
4. Raquel C. Nacario	Teacher I	Ilaya Barangka nntegrated School	Mandaluyong
5. Daryl Joe C. Mercado	Teacher III	Pres. Corazon Aquino High School	Manila
6. Maribel A. Bulalayao	Master Teacher I	Gen. Gregorio Del Pilar Elementary School	Manila
7. Mary Leth E. Ugat	Teacher III	Antonio A. Maceda Integrated School (Elem)	Manila
8. Gilbert O. Perez	Teacher I	Malanday National High School	Marikina
9. Joshua Caleb P. Pacleta	Teacher II	Marikina Science High School	Marikina
10. Essan Mae D. Balmeo	Teacher III	Buli Elemantary School	Muntinlupa
11. Regie Katherine M. Idago	Teacher III	Flora A. Ylagan High School	Quezon City
12. Ruby I. Deluyas	Teacher III	Bago Bantay Elementary School	Quezon City
13. Ruby Rose U. Abuan	Master Teacher II	Quirino High School	Quezon City
14. Nazareno P. Bautista	Teacher II	San Juan Academic Senior High School	San Juan



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15. Jenny Añano	Master Teacher I	SVNHS	Taguig-Pateros
16. Sara Jane C. Longasa	Teacher III	Upper Bicutan National High School	Taguig-Pateros
17. Rienalyn G. Canon	Teacher I	Capt. H. Francisco Elementary School - Annex	Taguig-Pateros
18. Dyan Twinkle P. Dignadice	Master Teacher 1	Kapitan Eddie T. Reyes Integrated School	Taguig-Pateros

Annex B: Previous Teacher Examinees of MCE Examination Who Will Be Given Slots for Completion



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Name	Position	School	Schools Division Office
Rochelle S. Santiago	Teacher III	Cielito Zamora HS,	Caloocan
Jyzel France Bokingkito	Teacher III	San Lorenzo Ruiz ES	Pasig
Maribel Araga Balalayao	Principal I	Gen. Gregorio Del Pilar ES	(Manila) Transferred to SDO Rizal
Reverie Inere Vargas	Teacher III	Makati High School	Makati
Gerwin R. Lucero	Teacher III	Tañong High School	Marikina
Ruby Rose U. Abuan	Master Teacher II	Quirino High School	Quezon City



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