

#### Republic of the Philippines

# Department of Education

20 AUG 2020

DepEd ORDER No. **021**, s. 2020

#### POLICY GUIDELINES ON THE ADOPTION OF THE K TO 12 TRANSITION CURRICULUM FRAMEWORK FOR LEARNERS WITH DISABILITIES

To: Undersecretaries **Assistant Secretaries** Bureau and Service Directors Minister, Basic, Higher, and Technical Education, BARMM Regional Directors Schools Division Superintendents Public and Private Elementary and Secondary School Heads All Others Concerned

- The Department of Education (DepEd) issues the enclosed **Policy Guidelines on** the Adoption of the K to 12 Transition Curriculum Framework for Learners with Disabilities (LWDs), which articulates the principles, features and standards that will establish common understanding on the transition of LWDs in all public and private schools nationwide.
- This DepEd Order is anchored on the principles of inclusivity and equity, which considers the LWDs' individual interests, abilities, capacities, strengths, and special needs. In consonance with DepEd Order No. 021, s. 2019 titled Policy Guidelines on the K to 12 Basic Education Program, this policy puts further emphasis on what the field implementers can offer to LWDs in terms of their life pathway, which include but is not limited to higher education, entrepreneurship, employment, middle level skills development, or functional life path.
- The K to 12 Transition Curriculum for LWDs may be accessed by all public and private schools through the official DepEd website at http://www.deped.gov.ph.
- All Orders, Memoranda, and other issuances inconsistent with this Order are repealed, rescinded, or modified accordingly.
- 5. For more information, please contact the Bureau of Curriculum Development-Special Curricular Programs Division, Department of Education Central Office, 3rd Floor, Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City through email at bcd.scpd@deped.gov.ph or telephone number (02) 8632-0170.
- 6. This Order shall take effect immediately upon its issuance.
- 7. Immediate dissemination of and strict compliance with this Order is directed.

LEONOR MAGTOLIS BRIONES

Secretary





Encl.:

As stated

References:

DepEd Order Nos. (021, s. 2019) and 43, s. 2013

To be indicated in the <u>Perpetual Index</u> under the following subjects:

BASIC EDUCATION
CURRICULUM
LEARNERS
POLICY
SPECIAL EDUCATION

DJP/SMMA/APA/MPC DO Guidelines on Kto12 Transition Curriculum for LWDs 0173-July 1, 2020

# POLICY GUIDELINES ON THE ADOPTION OF THE K TO 12 TRANSITION CURRICULUM FOR LEARNERS WITH DISABILITIES

#### I. Rationale

- 1. One of the goals of Special Education (SPED) is for all learners with disabilities (LWDs) to become self-reliant, purposeful, and productive members of their families, communities, and society. SPED aims to develop the essential knowledge and skills needed by learners with disabilities to be mainstreamed into the regular school system and eventually participate meaningfully in a constantly evolving society. According to the Universal Declaration of the Rights of Disabled Persons (1975), education must "enable learners with disabilities to develop their capabilities and skills to the maximum" and "hasten the process of their social integration or reintegration." Salamanca Statement and Framework of Action (UNESCO, 1994) asserts the need for and significance of providing education for children, youth, and adults with special needs within the regular education system. It also places emphasis on the accommodation of all children in regular schools, regardless of their physical, intellectual, social, emotional, linguistic, or other conditions, and in so doing, enjoins educators to sufficiently address children's learning difficulties and special educational needs.
- 2. In the Philippine context, Article XIV, Section 1 of the 1987 Constitution stipulates that the State "shall protect and promote the rights of citizens to quality education at all levels and shall take appropriate steps to make such education available to all". Article XIV, Section 2 (5) likewise mandates the State to "provide adult citizens, disabled and out of school youth with training in civics, vocational efficiency and other skills". Further, Republic Act (RA) No. 7277, known as "Magna Carta for Disabled Persons", underscores the State's duty to uphold the rights of disabled persons, which include the delivery of adequate access to quality education and sufficient opportunities to develop their skills. This entails taking into consideration the special requirements of disabled persons in the formulation of education policies and programs, and the promotion of the provision of auxiliary services of learning institutions, which will facilitate the learning process for disabled persons.
- 3. The Department of Education (DepEd) first implemented a transition program in 2005 for adult LWDs. DepEd, through this policy, expands the transition program to encompass all basic education LWDs in light of Section 2 of RA No. 10533 (Enhanced Basic Education Act of 2013) mandating the State to "give *every* student an opportunity to receive quality education that is globally competitive based on a pedagogically sound curriculum that is at par with international standards."

#### II. Scope of the Policy

4. This policy provides guidelines on the adoption of the K to 12 Transition





**Curriculum for Learners With Disabilities (LWDs)** in all public schools nationwide. Private schools have the option of contextualizing the transition curriculum to better suit their own needs and contexts.

5. This Transition Curriculum is a component of the Transition Program for LWDs, which will be subsequently issued by the Department.

#### III. Definition of Terms

- 6. For this policy, the operational definition of the following terms are as follows:
  - a. **Functional Life Path** refers to the curricular exit in which the primary objective is to ensure that LWDs are able to take care of themselves, pursue their own interests, and live independent lives.
  - b. **Individualized Transition Plan (ITP)** refers to the educational plan used for mapping out short-term to long-term outcomes from which annual goals and objectives are defined. It is designed to provide parents, learners, and schools with specific transitional services to be given to the learners upon entry to the Transition Program. The ITP includes the strengths, needs, and aspirations of the learners and should be documented and monitored to ensure success of the program.
  - c. Learners with Disabilities (LWDs) refer to children, youth and adult learners with substantial limitations in their functions, characterized by significantly sub-average intellectual capacity and/or existing concurrently with related limitations in two or more adaptive skills areas. These learners may have any or a combination of the following: intellectual disabilities, learning disabilities, mental, emotional or behavioral disorders, sensory impairments, autism, long term physical or health disabilities, deaf blindness, and multiple handicapping conditions. These conditions may be a hindrance to the learners' full and effective participation in the society; thus, these conditions necessitate the provision of special education services and other allied services that will enable LWDs to live functional lives.
  - d. **Transition** refers to the act by which an LWD passes from one learning environment or entry point (i.e., home) to another (i.e., formal school) throughout his or her developmental life span.
  - e. **Transition Curriculum** is part of the K to 12 basic education curriculum specially designed to develop the LWD's indispensable life skills regardless of a person's level of functioning or the degree of severity of his or her disability.
  - f. **Transition Program** refers to the educational program in support to the transition of learners with disabilities. This covers the Transition Curriculum and other policies for this purpose.



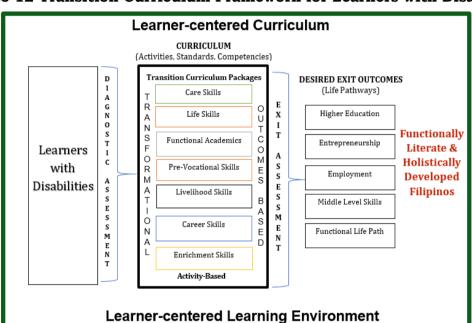


#### IV. Policy Statement

7. The development of the Transition Curriculum for LWDs is anchored on the principles of inclusivity and equity, and is needs-based, activity-centered, developmental, learner-focused, and outcomes-oriented.

#### V. Guidelines and Procedures

8. To ensure the effectiveness of the implementation of the K to 12 Transition Curriculum for LWDs, the following guidelines are hereby provided:



#### A. K to 12 Transition Curriculum Framework for Learners with Disabilities

Figure 1. K to 12 Transition Curriculum Framework for Learners with Disabilities

- 9. Figure 1 illustrates the transition curriculum framework, which considers the needs, nature, abilities, capacities, and interests of the learners. Thus, it is important to conduct diagnostic assessment to assess the individual capacity and ability of the learners to be part of the transition program. The result of this diagnostic assessment will guide the teachers in giving academic advice and in developing the learners' individualized transition program (ITP).
- 10. The content of the curriculum is divided into seven areas that are important to the development of the learners: (a) Care Package, (b) Life Package, (c) Pre-Vocational Package, (d) Livelihood Package, (e) Functional Academics Package, (f) Career Package, and (g) Enrichment Package. Each area includes various content standards, performance standards, and competencies that will develop every learner and prepare them for life. The curriculum will be implemented in partnership and collaboration with parents, other agencies, and local government units to ensure a quality and effective support system for every learner. After the program, each learner will be assessed to evaluate their level





- of mastery and development of the necessary skills, values, and knowledge learned in the transition curriculum.
- 11.In consonance with RA No. 10533 and existing policies, they shall be taught using their first language. Instruction shall start from the mother tongue, and progress to the other languages, with due consideration of the learning needs and developmental milestones of the learner. When applicable, they shall also be taught using Filipino Sign Language (FSL) for the Deaf and Unified English Braille (UEB) for the learners with visual impairment.
- 12. The curriculum is designed and developed to prepare every LWD for five (5) possible exit outcomes or life pathways. These are: (1) to become entrepreneurs; (2) to become employed; (3) to prepare the learner to get further education and training that may include inclusion to a regular school or to a SPED class; (4) to acquire middle level management skills, or (5) to live a functional life path.
- 13.As in every educational program or activity, assessment plays a crucial role in the transition curriculum. As it was vital for determining whether the LWD needs to go through the transition curriculum, it is equally important to find out how the LWD may exit from the program, and what particular life pathway s/he is ready to take. The SPED center/school shall ensure that it has equipped and prepared the learner to pursue the next exit outcome s/he is headed for.

#### **B. Philosophical Framework**

- 14. The nature of the learners enrolled in the program necessitate the curriculum to be developed and implemented based on their abilities, capacities, needs, interests, disabilities, learning styles, and aspirations. The ultimate aim of the transition program revolves around two basic goals: *transformation of individuals* and *empowerment of the human spirit*. These goals are geared towards the realization of the K to 12 goal, which is to develop functionally literate and holistically developed learners.
- 15. The curriculum should transform LWDs to be creative, innovative, independent, functionally literate, and holistically developed. The curriculum should provide all the possible educational opportunities for LWDs to learn important knowledge and skills, and develop special talents, abilities, and values systems in a learner-centered environment.
- 16.To empower the human spirit, this curriculum prepares LWDs for "different life-roles" and puts value on enabling them to experience a dignified life in spite of his or her physical or intellectual disabilities. The transition program will guide LWDs to plan for their lives, develop self-esteem, and take an active role in every cultural and economic activity.

### C. K to 12 Transition Curriculum Packages

17. DepEd developed seven (7) transition curriculum packages (Enclosed as **Annex** "A") important for the holistic development of the learners. Each package includes various content standards, performance standards, and competencies that will develop learners' abilities and prepare them for life. Each transition





curriculum package is described below:

- a. The **Care skills package** contains the fundamental competencies that will enable LWDs to perform independently and develop their potentials to the fullest. This addresses the needs of LWDs who are not yet capable of or does not have any training in basic self-care, as well as those learners who are considered at risk.
- b. The **Life Skills Package** primes the learners for living independent, productive, purposeful, and fulfilling lives. It allows LWDs to operate independently at home or in community settings, and to take control over their own lives. It contains the basic skills that will prepare and help the learners in coping with the challenges and demands of everyday life. These skills are designed to equip LWDs with the necessary skills to become independent, participative, empowered, and productive members of society.
- c. The **Functional Academics Package** focuses on basic academic skills necessary for the enhancement of the learner's participation in school and in the community. It focuses on skills required in everyday life and incorporates the student's strengths and needs. This package is for learners who are deemed ready to take up academic subjects. Functional academics are essential for LWDs who may not be able to learn age- and grade-appropriate academics as they will be used by these LWDs for the rest of their lives.
- d. The **Pre-Vocational Package** prepares and trains LWDs for livelihood, vocational training, or possible employment. This package is designed to assess and provide opportunities for LWDs to hone their individual talents, skills, abilities, strengths, and interests. These skills will lead to the development of the LWD's knowledge on entrepreneurial and livelihood concepts and skills.
- e. The **Enrichment Package** provides the learners with opportunities to explore their talents and skills in Music, Arts, Dance, and Sports. This package aims to cater to the learners' unique gifts or abilities. This is an expression of DepEd's commitment to provide LWDs with opportunities designed to enrich, sustain, engage, and ensure their continued growth by harnessing their innate abilities and talents specifically in singing, playing musical instruments, appreciating body movements, expressing themselves through artistic creations, or enhancing their abilities in a specific sport.
- f. The **Livelihood Package** entails a specialized instruction to support and provide subsistence, and identify sources of income and assistance to learners to find appropriate means of living. This focuses on the development of skills and competencies geared towards self-fulfillment and possible entrepreneurial endeavors, and covers useful topics which may be mastered by the learner in order to put up his or her own business enterprise.

Taking into account the unique needs and contexts of LWDs, the livelihood package may include, but is not limited to, different learning areas such as





beauty care, animal care, aquarium fishery (pet fish), bread and pastry production, cookery, food/fish processing, furniture making (finishing), gardening, garments, housekeeping, cottage industry, entrepreneurship, ICT/computer operations, ICT/computer hardware servicing, and hilot (wellness massage). Further, in consideration of the resources of the school and the community, other additional learning areas that may respond to the needs and demands of the local industries in the community may be offered.

- g. The **Career Skills Package** is designed to assist students in learning the skills and attitudes necessary to be successful. It emphasizes decision-making, skill development, and awareness and exploration of future educational and occupational possibilities. The program also stresses the development of self-concept and the acquisition of skills in developing interpersonal relationships. It includes career awareness, employment readiness, career information, career goals, knowledge to achieve career goals, and skills to achieve career goals.
- 18. After the program, each learner will be assessed to evaluate his or her level of mastery and development of the necessary knowledge, skills, and values learned in the transition curriculum.

#### D. Implementation of the K to 12 Transition Curriculum for LWDs

- 19.To ensure the effectiveness of the implementation of the transition curriculum, the following guidelines are hereby provided:
  - a. **Learners entry points.** The transition program may accommodate all learners with disabilities, including adult learners, regardless of their entry point, i.e. whether they are starting from the home, from a mainstream class, or from a SPED center, based on the results of appropriate assessment/s.
    - i. **Home.** This entry point is for LWDs who have no formal school experience. If necessary, learners under this category may take up Care Skills and Life Skills packages, before taking up other skills offered under the transition curriculum.
    - ii. **School**. This entry point is for learners who have already experienced learning in the regular classroom but was eventually identified to require careful transition and assistance for any valid reason (i.e., accident, recent diagnosis of special need, or other circumstance).
    - iii. **SPED Center/Classes**. This entry point is for LWDs who have shown progress and improvement as evidenced by the reports coming from their ITPs and SPED teachers. Such learners may take up any of the offerings under the transition curriculum to prepare them for inclusion classes.
  - b. Desired exit outcomes or life pathways. The curriculum is designed





and developed to prepare every LWD for five (5) possible exit outcomes or life pathways:

- i. **Higher Education**. LWDs who will proceed to this exit are assumed ready to take up academic subjects and continue to further education.
- ii. **Entrepreneurship**. LWDs who will proceed to this exit should be able to acquire entrepreneurial knowledge, skills and attitudes to make them able to run a small business.
- iii. **Employment**. LWDs who will proceed to this exit should be able to acquire employability knowledge, skills and attitudes enabling them to enter the world of work.
- iv. **Middle Level Skills**. LWDs who will proceed to this exit should be able to demonstrate his/her specialized skills/talent both in the world of work and/or business.
- v. **Functional Life Path.** LWDs who will proceed to this exit are those diagnosed and/or assessed with severe to profound disabilities who need to develop competencies that will enable them to live independently in the community and in the society.

#### c. Matching learners to a learning package

- i. Upon the learner's admission to the program, the school shall administer and use appropriate diagnostic tools to properly analyze the learner's condition to enable the school to tailor-fit the ITP to his/her needs. It shall be the responsibility of the SPED center/school to ensure that the ITP of each transition program learner is implemented faithfully, monitored closely, and is reviewed as often as needed.
- ii. The parents, transition curriculum teacher, and other helping professionals in and outside of the school should agree and set the annual/target goal for the LWD before deciding on what specific package to be given to the learner.

#### d. Learning Delivery and Exit

i. A transition curriculum learner does not need to finish all the contents specified in the K to 12 transition curriculum, unlike in the regular K to 12 basic education curriculum where all learners will need to cover all the competencies of a specific grade level before moving on to the next grade level. The LWD only needs to master the competencies which are deemed essential for him or her to attain the goal stated in his or her individualized transition plan or ITP.





- ii. Learners who have not yet mastered the transition curriculum package designed for them shall be retained in the transition program. They shall be assisted and supported until such time that they develop all the necessary skills and competencies needed to pursue the exit outcome or life pathway that they can follow. Thus, rubrics, checklists, or other equivalent tools shall be used to assess whether the LWD has successfully mastered a competency or skill.
- iii. The K to 12 Transition Curriculum may be contextualized and adaptations may be done to provide all the possible educational opportunities for every LWD to learn important knowledge and skills, and develop special talents, abilities, and values systems in a learner-centered environment. The curriculum shall be delivered such that there is differentiation of instruction for the learners.
- iv. Every LWD must be given all forms of assistance and support to successfully pursue the exit outcome or life pathway that is most suitable for him/her. Hence, transition program learners shall undergo regular and continuous assessment to determine and support their readiness to take the next level or curriculum offering.
- e. **Collaboration with stakeholders.** In collaboration with other relevant stakeholders and partners, all the necessary instruments and tools to assess the learner before, during, and even after the transition program shall be developed. These instruments and tools include formative and summative assessments, as well as those necessary for providing equivalencies and/or certifications.

#### VI. Monitoring and Evaluation

- 20. The Department through the Bureau of Curriculum Development (BCD) shall be responsible for the continuous improvement of the K to 12 Transition Curriculum and shall develop and implement a monitoring and evaluation tool in collaboration with relevant bureaus and offices in DepEd Central Office.
- 21. Regional Offices through the Curriculum and Learning Management Division (CLMD) and Division Offices through the Curriculum and Instruction (CID) shall conduct M&E at their level to identify implementation gaps and determine program development opportunities that will ensure that support systems are in place.
- 22. The SPED center/school through the School Head shall ensure the proper and successful implementation of the K to 12 Transition Curriculum for LWDs in accordance to the prescribed standards. The School Head shall regularly monitor classes, provide technical assistance, give relevant feedback, forge partnerships, and submit timely reports to the District and/or Division office to ensure the success and sustainability of the program.





23. The program monitoring and evaluation shall be anchored on the mandates of the office and focus on how the desired outcome shall be achieved. Provision of technical assistance and support from the different levels of governance shall be monitored to ensure efficiency and effectiveness in the implementation of the curriculum for learners with disabilities.

#### VII. EFFECTIVITY

- 24. This Order shall take effect immediately upon its issuance.
- 25.All existing Orders and Memoranda inconsistent with this Order are hereby rescinded. These guidelines shall remain in effect, unless sooner repealed, amended or rescinded.

#### VIII. REFERENCES

1987 Constitution of the Republic of the Philippines

Department of Education Order No. 21, s. 2019, "Policy Guidelines on the K to 12 Basic Education Program."

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Quijano, Y. (2007). Transition Program: Philippine Model. A Presentation during the Japan League on Developmental Disabilities. Retrieved January 5, 2017 from http://www.jldd.jp/gtid/acmr\_18/pdf/25.pdf.

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Republic Act 9442, "An Act Amending RA 7277 otherwise known as the "Magna Carta for Disabled Persons and Other Purposes"

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Sitlington, P.L., Neubert, D.A., and Clark, G.M. (2010). Transition education and services for students with disabilities. New Jersey: Pearson Education.

Wehman P., Carr S. (2013) Individualized Transition Plan (ITP). In: Volkmar F.R. (eds) Encyclopedia of Autism Spectrum Disorders. Springer, New York, NY. https://doi.org/10.1007/978-1-4419-1698-3\_1798











# K to 12 Transition Curriculum for Learners with Disabilities







# K to 12 Transition Curriculum for Learners with Disabilities Care Skills Package







#### **DESCRIPTION**

**Care** package contains the basic fundamental competencies that will enable the learners with disabilities to perform their best independently and develop their potentials to the fullest. Care Skills Package address the needs of learners with disabilities that are not yet capable of or does not have any training in basic self-care as well as those learners at risks.

#### **LEARNING OUTCOMES**

The care package aims to develop and support every learner to become self-reliant in managing himself/herself. The knowledge, values, and skills underpin the competence, confidence, and commitment required of all learners to live independently in the community and finally in the society.

	CONTENT AREAS				
Personal Hygiene	Comprises of personal hygiene practices that promote the physical, mental, social, emotional well-being of Learners with Disabilities				
Good Grooming	Deals about the personal carriage of the learner with regard to proper hairstyle, dress code, nail cuts and others				
Growth and Development	Covers the changes during puberty and puberty-related health issues and concerns				
Health Habit and Nutrition	Addresses the importance of eating healthy and establishing good eating habits especially for children and adolescents as a way to enhance health and prevent diseases				
Personal Safety Habits	Consist of lessons on how to prevent abuse, injuries, how to administer first aid, and what to do in case of calamities and disasters.				

CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
PERSONAL HYGIENE	(PH)			
Cleaning and taking care of different body	The learner  Demonstrates  understanding of the	The learner Performs proper ways of cleaning and taking care	Recognize the importance of cleaning and taking care of different parts of the body	TPCS_PH-ct-NG-1
parts	basic concept of cleaning and taking	of the different body parts	2. Demonstrate proper ways of cleaning and taking care of the different body parts	TPCS_PH-ct-NG-2
	care of different body parts		3. Practice proper ways of cleaning and taking care of the different body parts	TPCS_PH-ct-NG-3
			4. Display self-management in caring of different body parts	TPCS_PH-ct-NG-4
	The learner  Demonstrates	The learner  Practices the appropriate	Identify the common materials used in toileting practices	TPCS_PH-to-NG-1
Toileting Practices		toileting practices	Recognize the different toileting etiquette	TPCS_PH-to-NG-2
	practices		3. Demonstrate the different toileting etiquette	TPCS_PH-to-NG-3
GOOD GROOMING (GG)				
Good Grooming Practices	The learner Demonstrates understanding of	The learner  Performs appropriate good grooming practices	1. Determine appropriate good grooming practices e.g. bathing, during menstrual cycle, body odor, proper care of clothes, etc.	TPCS_GG-gp-NG-1



CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
	basic concepts on good grooming		Recognize the different     materials needed to maintain     good grooming	TPCS_GG-gp-NG-2
			3. Practice good grooming and hygiene e.g. Oral & Dental hygiene, Hair grooming, Nails and Toes Care, Clothing, etc.	TPCS_GG-gp-NG-3
			4. Demonstrate good self- management and good decision making skills in good grooming	TPCS_GG-gp-NG-4
<b>GROWTH AND DEVEL</b>	OPMENT (GD)	,	,	
Changes during Puberty	The learner  Demonstrates	The learner  Performs self-care and	Identify the physical,     emotional and social changes     that occur during puberty	TPCS_GD-cd-NG-1
Puberty-related Health issues and concerns	understanding of changes occurring in the body during	self-management during puberty	Distinguish the changes that occur in males and females during puberty	TPCS_GD-cd-NG-2
	puberty		<ul> <li>3. Identify the different puberty related-health issues and concerns <ul> <li>Nutritional issues</li> <li>Mood swings</li> <li>Body odor</li> <li>Oral health concerns</li> <li>Pimples/Acne</li> </ul> </li> </ul>	TPCS_GD-pu-NG-3





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
			<ul> <li>Poor Posture</li> <li>Menstruation-related concerns</li> <li>Circumcision</li> <li>Nocturnal Emission</li> </ul>	
			4. Practice proper self-care when puberty-related concerns occur e.g Menstruation, Nocturnal Emissions, Circumcision	TPCS_GD-pu-NG-4
			5. Demonstrate ways to manage puberty-related health issues and concerns	TPCS_GD-pu-NG-5
NUTRITION (NU)				
Healthful and less healthful foods	The learner	The learner	Identify healthful from less healthful foods	TPCS_NU-hl-NG-1
	Demonstrates understanding on	Practices eating healthful food daily	Consume the preferred healthy foods	TPCS_NU-hl-NG-2
	healthful and less healthful foods		3. Determine the effects of eating healthful and less healthful foods	TPCS_NU-hl-NG-3
Good eating habits	The learner  Demonstrates understanding on	The learner  Practices good eating habits	Identify good eating habits to keep one's self healthy     e.g. eat regular meals, eat a healthful breakfast daily, eat on time, chew food thoroughly,	TPCS_NU-gh-NG-1
	good eating habits		etc.	





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
			2. Practice good eating habits that can help one become healthy	TPCS_NU-gh-NG-2
			3. Practice good decision-making skill in food choices	TPCS_NU-gh-NG-3
			4. Appreciate the value of good eating habits	TPCS_NU-gh-NG-4
Food safety	The learner  Demonstrates understanding of the food safety principles	The learner Apply the proper food safety principles	<ol> <li>Identify ways to keep food clean and safe</li> <li>Clean all the equipment and utensils used in food preparation</li> </ol>	TPCS_NU-fs-NG-1
			2. Distinguish the ready to eat from those that are raw or that might contain harmful ingredients in food	TPCS_NU-fs-NG-2
			3. Identify the proper and risky eating behaviors	TPCS_NU-fs-NG-3
Balanced Diet	The learner	The learner	Identify the importance functions of food	TPCS_NU-bd-NG-1
	Demonstrates understanding of	Practices eating a balanced diet	2. Identify a balanced diet based on Food Pyramid and Food Plate	TPCS_NU-bd-NG-2
	eating a balanced diet		3. Recognize the importance of eating a balanced diet	TPCS_NU-bd-NG-3
			4. Practice considering Food Pyramid and Food Plate in making food choices	TPCS_NU-bd-NG-4





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
Food labels	The learner  Demonstrates understanding of the importance of reading food labels in selecting healthier and safer food	The learner  Practices reading food labels and food safety habits in selecting healthier/safer food and preventing food-borne diseases	1. Identify information provided on food label  - Name and Description of Food  - Nutrition facts - Advisory and Warning Statements - Directions for Use and Storage - Date Markings (Manufacturing Date, Expiration Date, Best Before Date)	TPCS_NU-fl-NG-17
			2. Determine the importance of reading food labels	TPCS_NU-fl-NG-18
			3. Interpret information provided in the food label	TPCS_NU-fl-NG-19
HEALTHCARE (HC)				
Healthcare Habits	The learner  Demonstrates understanding of the proper ways of taking care of one's health	The learner  Practices good health habits and hygiene daily	Enumerate ways of keeping oneself healthy and strong.     e.g. drinking eight glasses of water daily, eating right food, sleeping on time, etc.	TPCS_HC-hh-NG-1
	care or one's nealth		2. Practice ways of keeping	TPCS_HC-hh-NG-2



CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
			oneself healthy and strong	
			Demonstrate proper hand washing	TPCS_HC-hh-NG-3
			4. Realize the importance of washing hands	TPCS_HC-hh-NG-4
			5. Identifies proper behavior during mealtime	TPCS_HC-hh-NG-5
			6. Demonstrate proper and appropriate behavior during mealtime	TPCS_HC-hh-NG-6
			7. Realize the importance of practicing good health habits	TPCS_HC-hh-NG-7
	The learner	The learner	Identify various fun and enjoyable activities     e.g. Sports (indoor, outdoor), exercises, dance, relays, etc.	TPCS_HC-he-NG-1
Health and Lifestyle	Demonstrates understanding of keeping a healthy and	Performs activities to keep a healthy and	2. Perform preferred physical activities	TPCS_HC-he-NG-2
	active lifestyle	active lifestyle	3. Realize the importance of doing physical activities to one's body and health	TPCS_HC-he-NG-3
Prevention and Control of Diseases	The learner	The learner	1. Identify common diseases e.g. cough, cold, etc.	TPCS_HC-pc-NG-1
OI DISEASES	Demonstrates	Practices healthy habits	2. Demonstrate good self-	TPCS_HC-pc-NG-2



CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
	understanding of the	to prevent and control	management and decision-	
	nature and prevention	diseases	making skills to prevent common	
	of diseases		diseases	
	The learner	The learner	1. Identify the proper uses of medicines	TPCS_HC-su-NG-1
	Demonstrates	Practices proper use of	2. Identify forms of medicines	
	understanding of the proper use of	medicines	e.g. capsule, tablet, liquid formula, etc.	TPCS_HC-su-NG-2
Culpatanaa Haa and	medicines to prevent misuse and harm to		3. Differentiate prescription and non-prescription medicines	TPCS_HC-su-NG-3
Substance Use and Abuse	the body		4. Describe ways on how medicines are misused and abused	TPCS_HC-su-NG-4
			5. Describe the potential dangers associated with medicine misuse and abuse	TPCS_HC-su-NG-5
			6. Follow doctor's prescription	TPCS_HC-su-NG-6
PERSONAL AND COM	MUNITY SAFETY (PS)			
Safety Procedures at Home, School, and	The learner	The learner	Identify one's right and responsibilities for safety	TPCS_PS-sp-NG-1
Community	Demonstrates understanding of rules to ensure safety	Practices consistency in following safety rules at	Recognize hazards present     at home, school and     community	TPCS_PS-sp-NG-2



CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
	at home, school, and community	home. school and community	- Hazard (natural & human caused) - Hazardous products/objects - Warning labels  3. Observe home and school safety procedures - Identify places/people	TPCS_PS-sp-NG-3
			to go when seeking help  4. Practice basic safety rules and procedures at home, school, and community	TPCS_PS-sp-NG-4
Road Safety	The learner	The learner	1. Recognize traffic signals and road signs	TPCS_PS-rs-NG-1
	Demonstrates understanding of rules to ensure road safety	Practices consistency in following road safety	Follow road safety procedures     Pedestrian lane	TPCS_PS-rs-NG-2
			3. Display self-management skills for road safety	TPCS_PS-rs-NG-3

CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
Safety guidelines during disasters /situational events that may lead to injury	The learner  Demonstrates understanding of safety guidelines during disasters/ situational events that may lead to injury	The learner  Practices safety measures during disasters situational events that may lead to injury	1. Recognize disasters or emergency situations - Typhoon - Storm Surge - Flood - Landslide - Volcanic eruption - Earthquake - Tsunami - Fire, etc.	TPCS_PS-sg-NG-1
			<ul><li>2. Demonstrate proper response before, during, and after disaster or an emergency situation</li><li>3. Demonstrate proper safety</li></ul>	TPCS_PS-sg-NG-2
			procedures during special events that may put people at risks	TPCS_PS-sg-NG-3

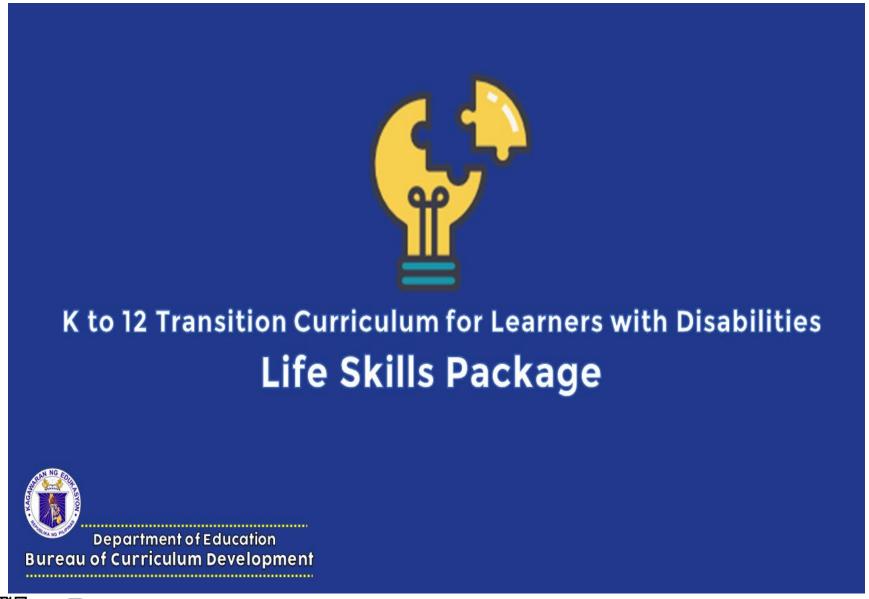
CONTENT	CONTENT STANDRDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
	The learner	The learner	1. Identify common materials used in first aid	
First Aid	Demonstrates understanding of basic first aid principles and procedures for	Practices appropriate first aid principles and procedures for common injuries	e.g. cotton balls, alcohol, herbal medicines/ medicinal plants, etc.	TPCS_PS-fa-NG-1
	common injuries		<ol><li>Identify appropriate first aid principles and procedures for common injuries</li></ol>	TPCS_PS-fa-NG-2
			<ul> <li>Wounds</li> <li>Nosebleed</li> <li>Burn and scald</li> <li>Insect bite</li> <li>Animal bite</li> <li>Fainting</li> <li>Musculoskeletal injuries(sprain, fracture)</li> </ul>	

CONTENT	CONTENT STANDRDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
			3. Apply appropriate first aid treatment when needed	TPCS_PS-fa-NG-3
Abuse Prevention	The learner  Demonstrates understanding on abuse prevention	The learner  Adapts practices to protect one's self from offenders	Recognize physical, verbal and sexual advances and abuses     Manage to seek help against the offenders     Practice precautionary measures to prevent sexual advances and abuses	TPCS_PS-ap-NG-1 TPCS_PS-ap-NG-2 TPCS_PS-ap-NG-3

Sample: TPCS\_PH-to-NG-1

LEGEND		SAMPLE	
First Entry	Transition Program Care Skills	Care Skills	TPCS
Lowercase letter/s	Content	Personal Hygiene	PH
	Content	Toileting Practices	to
	Level	Non-Graded	NG
Arabic Number	Leaning Competency	Learning Competency 1	1

CONTENT	CODE
Cleaning and taking care of different body parts	ct
Toileting Practices	to
Good Grooming Practices	gp
Changes during Puberty	cd
Puberty-related Health issues and concerns	pu
Healthful and less healthful foods	hl
Good eating habits	gh
Food Safety	fs
Balance Diet	bd
Food labels	fl
Healthcare Habits	hh
Health Lifestyle	he
Prevention and Control of Diseases	рс
Substance use and abuse	su
Safety Procedures at Home, School and Community	sp
Road Safety	rs
Safety guidelines during disasters/ situational events that may lead to injury	sg
First Aid	fa
Abuse Prevention	ар







#### DESCRIPTION

**Life Skills** package refers to the basic skills that will prepare and help the learners in coping with the challenges and demands of everyday life. These skills were designed to equip Learners with disabilities with the necessary skills to become independent, participative, empowered, and productive member of society. This is usually associated with managing and living a better quality life independently. It helps the Learners with disabilities to accomplish their goals and live to their full potential.

#### **LEARNING OUTCOMES**

At the end of the lesson, the learners are equipped with life skills that would enable them to maximize their capacity for independent living and allow them to have a good quality of life.

#### **CONTENT AREAS**

Communication Skills	to convey ideas, opinions, feelings, and emotions with others to enjoy the best quality of life.
	to convey races, opinions, recinings, and emotions with others to enjoy the best quality of me.
Health and Personal Safety Skills	to develop skills on positive behavior that nurture the well-being of a learner with disability.
Community Orientation and Mobility Skills	to acquire skills needed for safe travel and familiarity to a learner's locality.
Practical Money	to deepen understanding on valuing and managing financial resources.
Leisure and Recreational Skills	to enjoy and appreciate the different leisure activities that promote extra-curricular involvement.
Positive Self-Concept	to develop self-confidence and self- awareness that hone the learner's skills to identify their strengths and weaknesses.
Human Sexuality	to develop skills of learners that hone responsible attitude regarding human sexuality.
Moral Development	to help the learners become aware on their rights and responsibilities as persons with disabilities.

CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	SPED CODE
<b>COMMUNICATION SKILL</b>	S (CS)			
Oral     Communication	The learner  Demonstrates understanding on the concept of social	The learner  Performs appropriate communication skills in specific situations	The learner  1. Identifies non-verbal elements of communication Ex. Body language Gestures, Proxemics, Tone	TPLS_CS-oc-NG-1
	nuances of conversation	or social gathering	Identifies verbal expressions that correspond to feelings	TPLS_CS-oc-NG-2
			<ol> <li>Engages in short reciprocal conversations for two individuals</li> </ol>	TPLS_CS -oc-NG-3
			4. Joins a conversation appropriately	TPLS_CS -oc-NG-4
			5. Responds to the feelings of others	TPLS_CS -oc-NG-5
			Demonstrates speaking     appropriately in social     gathering and conversation	TPLS_CS -oc-NG-6
			7. Tells experience in a logical order	TPLS_CS -oc-NG-7
<ul><li>Listening</li><li>Responding</li></ul>	The learner Demonstrates	The learner Responds	Identifies proper listening and responding techniques	TPLS_CS -li-NG-1
<ul><li>techniques</li><li>Negative effects of listening and</li></ul>	understanding the concept of listening and responding techniques	appropriately to spoken instructions	Identifies positive outcomes of listening and responding appropriately.	TPLS_CS -li-NG-2
responding • Spoken direction			Identifies negative effects of listening and responding inappropriately	TPLS_CS -li-NG-3
Into the line of t			4. Follows 2 to 3 steps of spoken direction with prompts	TPLS_CS -li-NG-4





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	SPED CODE
<ul> <li>Reading simple words</li> </ul>	The learner Demonstrates		<ol> <li>Reads simple words by sight and by text</li> </ol>	TPLS_CS -re-NG-1
Interpretation and usage of words  Following simple	understanding of the concepts of reading, interpreting, and	follow simple directions	<ol><li>Interprets and uses the words read by sight and by text</li></ol>	TPLS_CS -re-NG-2
<ul> <li>Following simple directions</li> </ul>	following simple directions		<ol><li>Reads and follows simple directions</li></ol>	TPLS_CS -re-NG-3
<ul><li>Writing personal information</li><li>Writing simple</li></ul>	The learner  Demonstrate understanding of the	The learner Write basic information about	<ol> <li>Writes personal information such as name, age, sex, birthdate, birthplace etc.</li> </ol>	TPLS_CS -wr-NG-1
notes - Ex. List of groceries		himself/herself and as well as simple notes	<ol> <li>Writes simple notes in daily life activities</li> <li>Ex. List of groceries</li> </ol>	TPLS_CS-wr-NG-2
<b>HEALTH AND PERSONAL</b>	SAFETY (HP)			
<ul> <li>Distinguishing healthy and non-</li> </ul>	The learner Demonstrates	remonstrates Inderstanding of the concept of healthy and healthy and healthy	<ol> <li>Distinguishes healthy and non- healthy foods</li> </ol>	TPLS_HP-hs-NG-1
<ul><li>healthy foods</li><li>content of food nutrients</li></ul>	understanding of the concept of healthy and non-healthy foods.		<ol><li>Identifies the different content of food nutrients e.g. vitamins and minerals</li></ol>	TPLS_HP -hs-NG-2
<ul><li>-vitamins and minerals</li><li>eating right kind of food</li></ul>			<ol><li>Practices eating right kind and amount of food daily</li></ol>	TPLS_HP -hs-NG-3
• personal safety	The learner Demonstrates	<i>The learner</i> Knows,	<ol> <li>Knows the importance of practicing personal safety</li> </ol>	TPLS_HP -ps-NG-1
	understanding of the importance of personal safety		Differentiates known people from strangers	TPLS_HP-ps-NG-2
			<ol><li>Demonstrates personal safety practices.</li></ol>	TPLS_HP-ps-NG-3





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	SPED CODE		
<ul><li>community health workers</li></ul>	The learner Demonstrates	The learner Practices safety	Recognizes community health workers	TPLS_HP-ch-NG-1		
<ul><li>kinds of medicines</li><li>first-aid</li></ul>	understanding of safe and responsible behavior to lessen risk	preventions and first aid techniques	Identifies the different functions/ services given by community health workers	TPLS_HP-ch-NG-2		
materials and their uses techniques of first aid	and prevent injuries in day-to-day living		Identifies kinds of medicines.     e.g. tablets, capsule, bottle,     syrup etc.	TPLS_HP-ch-NG-3		
IIISC dia			4. Identifies the different first-aid materials and their uses	TPLS_HP-ch-NG-4		
			<ol><li>Demonstrates Basic techniques of first aid</li></ol>	TPLS_HP -ch-NG-5		
• uses of	The learner	The learner	Recognizes uses of medicines	TPLS_HP-su-NG-1		
medicines • prescription and	Demonstrates understanding of the	erstanding of the appropriate uses of	Describes the proper use of medicines	TPLS_HP-su-NG-2		
non-prescription medicines • misused and	proper uses of medicines to prevent misuse and harm to the	medicines	Differentiates prescription from non-prescription medicines	TPLS_HP-su-NG-3		
abused and abused medicines reading drug	body			ie	Discusses ways on how medicines are misused and abused	TPLS_HP-su-NG-4
information and labels			5. Discusses potential dangers associated with medicine misuse and abuse	TPLS_HP-su-NG-5		
			6. Explains the importance of reading drug information and labels and other ways to ensure proper intake of medicines	TPLS_HP-su-NG-6		





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	SPED CODE		
COMMUNITY ORIENTAT	COMMUNITY ORIENTATION AND MOBILITY SKILLS (CM)					
<ul> <li>House number and neighborhood</li> </ul>	The learner Demonstrates	The learner Show familiarity with	Identifies the number of own house and neighborhood	TPLS_CM-cm-NG-1		
<ul> <li>signs found in the community</li> </ul>	understanding of community landmarks	his/her community	Explains the different safety signs found in the community	TPLS_CM-cm-NG-2		
<ul><li>Four directions in the community</li><li>Transportation</li></ul>			Identifies and applies the four cardinal directions in the community	TPLS_CM-cm-NG-3		
available in the community <ul><li>Landmarks and</li></ul>			Identifies community access roads and its uses     e.g. alternate routes	TPLS_CM-cm-NG-4		
basic resources in the community • Rules and safety			5. Recognizes the types of transportation available in the community and their importance	TPLS_CM-cm-NG-5		
procedure in the community  Different government offices			6. Identifies landmarks and basic resources(e.g. farming and fishing) available in the community	TPLS_CM-cm-NG-6		
<ul><li>and authorities</li><li>Safety precaution in the community</li></ul>			7. Recognizes and follow rules and safety procedure in the community	TPLS_CM-cm-NG-7		
			8. Recognizes the different government offices and authorities located in his/her locality	TPLS_CM-cm-NG-8		
			Knows the different safety precaution in the navigation in the community	TPLS_CM-cm-NG-9		



CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	SPED CODE
FINANCIAL LITERACY (F	L)			
<ul> <li>Coins and notes</li> </ul>	The learner	The learner	<ol> <li>Recognizes coins and notes</li> </ol>	TPLS_FL-pm-NG-1
<ul> <li>Spending and receiving money</li> <li>Personal expenses</li> <li>Simple bank transaction</li> </ul>	<ul><li>Personal expenses</li><li>Simple bank</li><li>value, use, and management of money.</li></ul>	Manage money in ways relevant to everyday living.	<ol><li>Demonstrates proper ways of spending money and receiving correct change based on the tag price</li></ol>	TPLS_FL -pm-NG-2
Cransaction			Demonstrates the ability to choose the most economical item to be purchase	TPLS_FL-pm-NG-3
			<ol> <li>Identifies and estimates daily/ weekly/ monthly personal expenses</li> </ol>	TPLS_FL-pm-NG-4
			<ol><li>Discusses simple bank transactions.</li></ol>	TPLS_FL-pm-NG-5
LEISURE AND RECREATI	ONAL SKILLS (LR)			
<ul> <li>Guided plan of leisure activities</li> <li>Group leisure and recreational</li> </ul>	The learner  Demonstrates  understanding of the different leisure and	The learner Participates in the different leisure and recreational activities	Identifies the different leisure and recreational activities that can be seen in the community	TPLS_LE-lr-NG-1
activities  • Good sportsmanship	recreational activities in the community	in the community	<ol> <li>Recognizes the importance/value of participating in the different leisure and recreational activities</li> </ol>	TPLS_LE-lr-NG-2
			Participates in the different leisure and recreational activities in the community.	TPLS_LE-lr-NG-3





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	SPED CODE
POSITIVE SELF CONCE	PT (PS)			
Self-Image	The learner Demonstrates	The learner Describe the	<ol> <li>Describes body appearance and attractiveness</li> </ol>	TPLS_PS-si-NG-1
	understanding of self- image	importance of appreciating one's body image	<ol><li>Recognizes self- appropriateness of one's body</li></ol>	TPLS_PS -si-NG-2
		body image	<ol> <li>Familiarizes one's self with the importance of the different parts of the body</li> </ol>	TPLS_PS -si-NG-3
Self-esteem	The learner Demonstrates	The learner Expresses feelings of	<ol> <li>Identifies their feelings about themselves</li> </ol>	TPLS_PS-se-NG-1
	understanding of self- esteem	self-worth	Describes ones attitude,     opinion and values about     present and future life	TPLS_PS-se-NG-2
			3. Develops ones worthiness	TPLS_PS-se-NG-3
Ideal self	The learner Demonstrates	The learner Exhibits characteristics of the qualities of life adjustment	<ol> <li>Identifies ones unique characteristic</li> </ol>	TPLS_PS-is-NG-1
	understanding of an ideal self		Identifies one's abilities and disabilities	TPLS_PS-is-NG-2
		aujustment	<ol> <li>Recognizes life adjustment qualities of one's abilities and disabilities</li> </ol>	TPLS_PS-is-NG-3
			<ol> <li>Shows characteristic of ideal self, such as honesty, self- confidence, independence, and courage.</li> </ol>	TPLS_PS-is-NG-4



CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	SPED CODE
<b>HUMAN SEXUALITY (HS)</b>				
<ul><li>Peer relationship</li><li>Experiencing sexual urges</li><li>preventing</li></ul>	The learner Demonstrates understanding of human sexuality.	The learner Exhibits responsible and respectful attitudes regarding	Develops understanding of the important decisions boys and girls make that will affect their lives.	TPLS HS-hu-NG-1
unwanted pregnancy and the contractually sexually	,	human sexuality	<ul><li>1.1. Defines responsible peer relationships.</li><li>1.2. Understands wants in sexual orientation and preferences.</li></ul>	
transmitted infections • sexual harassment			Develops the awareness for individuals to take personal responsibility of their actions.	TPLS_HS-hu-NG-4
and legal consequences			2.1. Understands on appropriate and acceptable behavior when experiencing sexual urges	TPLS_HS-hu-NG-5
			3. Develops understanding of the importance of maintaining a positive and open communication with parents/guardians	TPLS_HS-hu-NG-5
			4. Discusses measures that can prevent unwanted pregnancy and the contracted sexually transmitted infections and diseases	TPLS_HS-hu-NG-6
			5. Lists physical and emotional consequences of sexual activities	TPLS_HS-hu-NG-7
			6. Defines sexual harassment and its legal consequences.	TPLS_HS-hu-NG-8



CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	SPED CODE
MORAL DEVELOPMENT (	MD)			
<ul> <li>distinguishing right from wrong</li> <li>basic laws of the land</li> </ul>	Demonstrates	The learner Observe the rights of persons with disabilities.	Understands the distinction of right from wrong or good and bad behavior	TPLS_MD-md-NG-1
<ul><li>basic human rights</li><li>rights of persons with disabilities</li></ul>	principles of human		<ol><li>Adheres to the community ordinances and basic laws of the land</li></ol>	TPLS_MD-md-NG-2
			3. Discusses the basic human rights	TPLS_MD-md-NG-3
			<ol><li>Explains the rights of person with disabilities.</li></ol>	TPLS_MD-md-NG-4

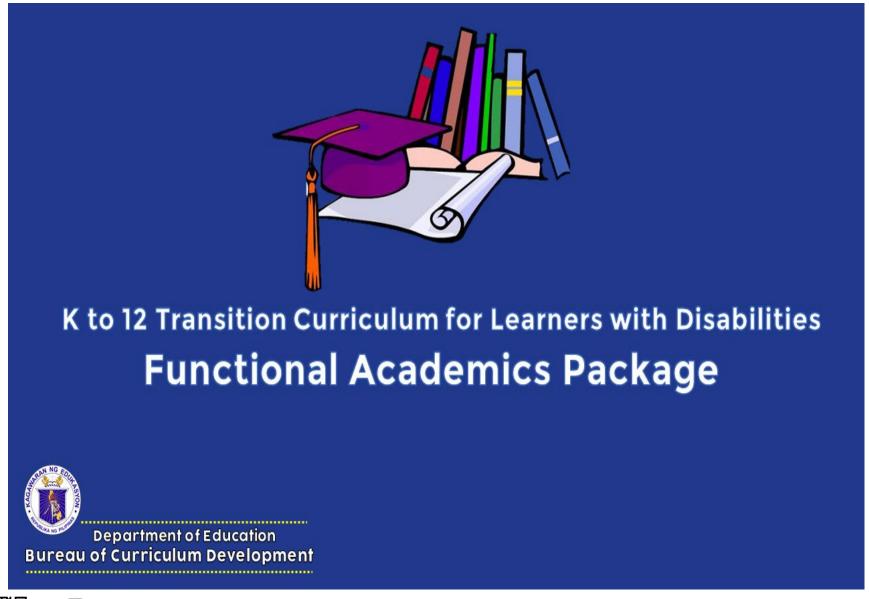
Sample: TPLS\_CS-oc-NG-1

LEGEND		SAMPLE	
First Entry	Transition Program	Transition Program	TPLS
	Life Skills Package	Life Skills Package	
	Content	Communication Skills	CS
Lowercase Letter/s		Oral Communication	ос
	Level	Non-Graded	NG
Arabic Number	Learning Competency	Learning Competency 1	1

CONTENT STANDARDS	CODE
Oral communication	ос
Listening	li
Reading	re
Writing	wr
Health Safety	hs
Personal Health	ph
Community health	ch
Substance Use and Abuse	su
Community Orientation and Mobility Skills	cm
Practical Money	pm
Leisure and Recreational Skills	lr
Self-Image	si
Self-esteem	se
Ideal self	is
Human Sexuality	hu
Moral Development	md

	GLOSSARY
Authority	the confidence resulting from personal expertise
Body language	gestures & movements that conveys feelings and emotions
Criticism	a remark or comment that expresses disapproval of someone or something
Economical	careful use of money
Emotion	instinctive or intuitive feeling as distinguished from reasoning or knowledge
Gestures	a movement of part of a body especially a hand or the head to express an idea or meaning
Landmark	a recognizable natural or artificial feature used for navigation
Law disability	the act that prohibits discrimination against individuals with disabilities in employment housing, education and access to public services
Leisure	use of free time for enjoyment
Marital	the relations between a married couple
Ordinance	an authoritative rule or law; a public regulation
Prescription	an instruction written by a medical practitioner that authorizes a patient to be provided a medicine or treatment
Proxemics	the branch of knowledge that deals with the amount of space that people feel necessary to set between themselves and others.
Psychological	related to the mental & emotional state of a person
Rights	things that one is morally entitled to
Self- appropriateness	Regulation of one's behavior to accomodate social situation
Self-esteem	individual sense of valuing his/herself
Self- image	idea of one's abilities, appearance and personality
Self-worth	the sense of one's own value or worth as a person
Sportsmanship	behavior and attitudes that show respect for the rules of a game
Technique	skillful or efficient way of doing or achieving something
Worthiness	the quality of deserving attention or respect









#### **DESCRIPTION**

Functional academics, as part of the K to 12 SPED Transition Curriculum, aims to prepare Learners with Disabilities (LWDs) for different exit points such as: Entrepreneurship, Employment, and/or for possible inclusion or mainstreaming program, provided they attain mastery of the minimum learning competencies that the program requires.

The activities are designed to train and assist the learners to acquire the basic skills necessary to develop and strengthen self-reliance as they interact in their social environment and be productive citizens as well. The activities also prepare them for continuing education in the higher levels. Thus, Functional Academics is designed to cover the three major learning areas: English, Science and Mathematics to strengthen the knowledge, skills, attitudes and values of the learners.

SUBJECTS	CURRICULUM STANDARDS
Science	Learners are expected to appreciate the concepts of living and non-living things including their environment and recognize the physical changes within and around them. Similarly, they are expected to develop the appropriate skills necessary to respond and adapt to these changes.
English	Learners are expected to improve and effectively use their communicative, as well as social, skills through learning opportunities in oral and written communication. Likewise, they are expected to develop reading and writing skills thus facilitating them for inclusion into mainstream education or to prepare them for employment through technical-vocational, livelihood, life or career skills.
Mathematics	Learners are expected to apply the skills in number values, arithmetic operations, fractions, geometry, sequences and patterns, algebra and data collection, analysis and probability meaningful in their daily experiences to make them ready for inclusion and possible employment

CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
• Communicating personal	The learners	The learners	Identify proper expressions when introducing one's self	TP_EFP-ol-NG-1
experiences, ideas, thoughts, actions and feelings	demonstrate understanding of the use of familiar words to communicate personal	share personal ideas, thoughts, actions, and feelings using familiar	Talk about family members using various appropriate descriptive words	TP_EFP-ol-NG-2
	experiences, ideas,	words	3. Talk about one's personal experiences	TP_EFP-ol-NG-3
	thoughts, actions, and feelings		4. Talk about topics of interest (likes and dislikes)	TP_EFP-ol-NG-4
<ul> <li>Polite expressions and gestures</li> <li>Greetings</li> <li>Leave takings</li> </ul>	demonstrate understanding of the use of appropriate expressions and gestures in various situations	use appropriate expressions and gestures in various situations	Recognize different polite expressions and gestures	TP_EFP-ol-NG-5
<ul> <li>Expressing gratitude and apology</li> <li>Asking permission</li> <li>Offering help</li> </ul>	various situations		6. Respond appropriately to polite expressions	TP_EFP-ol-NG-6
AUDITORY PERCEPTION AND DISCRIMINATION  Sounds heard from the	demonstrate understanding	produce the sound they	Produce the sound listened to from the environment	TP_EFP-apd-NG-1
environment	of the process of listening, recognition & production of a	hear from the environment and the letter sounds of	Recognize and produce the sounds of letters of the alphabet	TP_EFP-apd-NG-2
	sounds	the alphabet	3. Respond appropriately to the sounds listened to	TP_EFP-apd-NG-3
PHONOLOGICAL AWARENESS			Identify the sounds of orally given letters	TP_EFP-pa-NG-1
Letter sounds to name relations	demonstrate understanding of letter sounds to name relations	identify the distinct sounds in words, match sounds with letters, and	Distinguish whether or not two spoken words begin with the same sound	TP_EFP-pa-NG-2
		hear specific letter sounds	Identify several words that begin with the same sound as the spoken word	TP_EFP-pa-NG-3
			Distinguish the number of syllables in given spoken words	TP_EFP-pa-NG-4





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
Expressing ideas according to purpose or necessity	The learners	The learners	5. Share ideas about a particular situation	TP_EFP-pa-NG-5
to purpose of freeessity	demonstrate understanding of expressing ideas	communicating simple ideas	Express one's ideas according to purpose or necessity	TP_EFP-pa-NG-6
<ul><li>LISTENING</li><li>Important points, intonations, volume</li></ul>	demonstrate understanding of language features,	process instructions from a given context	Listen for important points, intonation, volume signals, etc.	TP_EFP-l-NG-1
signals, etc.  • Features of speech in producing letter and word	letters and words	a given context	Use appropriate features of speech in producing the sounds of letters and words	TP_EFP-I-NG-2
<ul> <li>sounds</li> <li>Instructions for a given task; instructions for a</li> </ul>			Listen and perform the instructions given in completing a task	TP_EFP-I-NG-3
given purpose			Relay important instructions for a specific purpose	TP_EFP-I-NG-4
ORAL LANGUAGE & FLUENCY • Words/expressions needed in everyday living	demonstrate understanding of oral communication skills	participate in conversations using	1. Use words/expressions needed in everyday living such as <i>Please, Help, Stop, No, Go, Eat, Drink, Hungry, Thank you, Hello, I'm sorry, Welcome, etc.</i>	TP_EFP-0lf-NG-1
Getting to know other people		appropriate context- dependent expressions	2. Introduce one's self other people	TP_EFP-0If-NG -2
<ul> <li>Interests and experiences of other people</li> <li>Words used in different</li> </ul>			Share interests and experiences with other people	TP_EFP-0lf-NG -3
<ul><li>communicative situations</li><li>Pronunciation and diction</li></ul>			Use appropriate words for different communicative situations	TP_EFP-0lf-NG -4
<ul><li>Gestures in oral communication</li><li>Role play a</li></ul>			Practice correct pronunciation and diction in a conversation	TP_EFP-0lf-NG-5
communicative situation - medical services			6. Use correct gestures in an oral conversation	TP_EFP-0lf-NG-6
- transportation - business transactions			7. Perform a role play of a communicative situation involving medical services, transportation, business transactions, etc.	TP_EFP-0lf-NG-7





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
ALPHABET KNOWLEDGE Letter representation of	The learners	The learners	1. Identify one's given name by sight	TP_EFP-ak-NG-1
sounds	demonstrate understanding of letter representation of	recognize, name and sound out letters of the	2. Identify the letters of the alphabet	TP_EFP-ak-NG-2
	sounds	alphabet	Name the initial letter of friends' names, their family members and some things they use in common	TP_EFP-ak-NG-3
PHONICS & WORD RECOGNITION  Sight word recognition or	demonstrate understanding of processes in sight word recognition or phonic	use word recognition techniques to read and understand words that	Review reading and writing short e, a and i words in CVC pattern	TP_EFP-pwr-NG-1
phonic analysis	analysis to read and understand words	contain complex letter combinations, affixes and contractions through	Read words with short o sounds in CVC pattern and phrases and sentences containing these words	TP_EFP-pwr-NG-2
		theme-based activities	Recognize more common sight words in order to read simple phrases and sentences	TP_EFP-pwr-NG-3
VOCABULARY  Spelling words  with short e sound in	demonstrate understanding of letter sequence in words	hear and record sounds in words	Spell words with short e sound in CVC pattern	TP_EFP-v-NG-1
CVC pattern - with short a sound in	to get meaning	·	2. Spell words with short a sound in CVC pattern	TP_EFP-v-NG-2
<ul><li>CVC pattern</li><li>of one- to two-syllable words with consonant</li></ul>			3. Spell one- to- two syllable words with consonant blends	TP_EFP-v-NG-3
blends - with ending consonant blends			4. Spell words with ending consonant blends	TP_EFP-v-NG-4
VOCABULARY	domonstrato undorstandina	read narratives and other	Spell words used in different disciplines	TP_EFP-vd-NG-1
Words used in the	Words used in the different disciplines Words in a given text Meaning of words  demonstrate understanding of the process of vocabulary acquisition and development	texts to acquire more	2. Identify and unlock difficult words in a given text	TP_EFP-vd-NG-2
<ul><li>Words in a given text</li><li>Meaning of words</li></ul>		rds in a given text development	n and vocabulary words	Determine the meaning of words according to its structure (root words and affixes)
according to structure			Use context clues to arrive at the meaning of a given word	TP_EFP-vd-NG-4





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
• Types of phrases and	The learners	The learners	Identify and give examples of the different types of phrases and clauses	TP_EFP-ga-NG-1
<ul><li>clauses</li><li>Parts of speech</li></ul>	demonstrate understanding of the grammatical	proficiency in constructing grammatically correct	2. Express ideas using phrases and clauses	TP_EFP-ga-NG-2
	structures of English	sentences	Construct sentences using the different parts of speech and correct grammar	TP_EFP-ga-NG-3
<ul><li>BOOK PRINT KNOWLEDGE</li><li>Book parts identification</li></ul>	demonstrate understanding of the concepts about	correctly identify book parts	1. Identify the parts of a book and its importance	TP_EFP-bpk-NG-1
- Front cover - Back cover	books	pares	2. Appreciate the importance of the book	TP_EFP-bpk-NG-2
- Pages			Recognize the common terms in English relating to parts of a book (e.g. cover, title, page, etc.)     & book orientation	TP_EFP-bpk-NG-3
READING COMPREHENSION	demonstrate understanding	identify correctly how a	Note details in sentences and short stories read	TP_EFP-rc-NG-1
<ul><li>Noting details</li><li>Sequencing of events and</li></ul>	of paragraph development to identify text type	paragraph/text is developed	Identify the basic sequence of events and make relevant predictions about short stories read	TP_EFP-rc-NG-2
<ul> <li>making predictions</li> <li>Answering questions to clarify understanding before, during and after reading</li> </ul>			Answer questions to clarify understanding before, during and after reading	TP_EFP-rc-NG-3
Answering specific questions	demonstrate understanding	explain the meaning of	4. Read/ answer questions	TP_EFP-rc-NG-4
Characters, settings and other elements of short literature	of written texts	written texts	5. Identify characters, settings and other elements of short literature.	TP_EFP-rc-NG-5
<ul> <li>Sequencing of ideas as signaled by transition words</li> </ul>			6. Arrange phrases in the order of events	TP_EFP-rc-NG-6
Conclusions drawn based on informational text			7. Draw conclusions based from the informational text	TP_EFP-rc-NG-7
CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE





WRITING	The learners	The learners		
<ul> <li>Letters of different strokes</li> <li>Straight lines</li> <li>Slanting lines</li> <li>Combination of straight and curved</li> </ul>	demonstrate understanding of writing letters, words and phrases using different strokes	recognize and write the letters, words and phrases	Trace, copy and write letters of different strokes     Straight lines     Slanting lines     combination of straight and curved lines	TP_EFP-w-NG-1
lines  The letters of the alphabet according to: Straight lines (E, F, H, I, L, T) Combination of straight and slanting lines (A, K, M, N, V, W, X, Y, Z) Combination of			<ol> <li>Trace, copy and write the letters of the alphabet according to:         <ul> <li>Straight lines (E, F, H, I, L, T)</li> <li>Combination of straight and slanting lines (A, K, M, N, V, W, X, Y, Z)</li> <li>combination of straight and curved lines (B, C, D, G, J, O, P, Q, R, S, U,)</li> </ul> </li> </ol>	TP_EFP-w-NG-2
straight and curved lines (B, C, D, G, J, O, P, Q, R, S, U,)  • Words and phrases			3. Trace, copy, write words and phrases	TP_EFP-w-NG-3
<ul><li>WRITING SKILLS</li><li>Simple sentences with</li></ul>	demonstrate understanding	write simple sentences and	Write simple sentences with the correct punctuation marks	TP_EFP-ws-NG-1
correct punctuation marks • Simple messages or short	of sentence and paragraph construction	paragraphs following correct grammar and punctuation marks	Write simple messages or short letters for specific purposes.	TP_EFP-ws-NG-2
letters for specific purpose		parietadion marks	Write a short paragraph about an object of interest	TP_EFP-ws-NG-3
Short paragraph about an object of interest correct grammar in writing texts/narratives			Observe correct grammar in writing texts/narratives	TP_EFP-ws-NG-4

#### **GLOSSARY**





Independent learners	Learners who are able to work on their own with minimal instructional supervision.
self-sufficient individuals	Individuals who don't depend on others to be able to function and live on their own.
Learners in isolation	Learners who are being separated from others. This may refer to being isolated in terms of place or situation.
verbal communication	expressing one's self through the use of sounds or words.
non-verbal communication	expressing one's self with the use of cues. This may come in the form of body language, facial expressions, touch or hand gestures.
Drawing conclusion	giving judgement or generalization after reading the text.
Making inference	a simple interpretation of an idea presented in the story read.
Functional academics	enhancing the academic skills to allow learners to succeed in real-life situations – at home, in school or in the community where the learner lives.
Informational text	a non-fiction reading material whose primary aim is to inform readers about a specific topic.
Transition words	words used to move smoothly from one thought or idea to another such as first, second, then, etc.
Communicative situation	Refers to an opportunity where the use of the English language is applied at a specific time, place, activity or people.
inclusion	The practice of including students or learners with disabilities in regular classes
Curved lines	The method of teaching pre-writing skills to beginning learners. This also refers to letters like B, C, D, G, J, O, P, Q, R, S, U,
Context dependent expressions	Words that LWDs need to learn in everyday living such as <i>Please, Help, Stop, No, Go, Eat, Drink, Hungry, Thank you, Hello, I'm sorry, Welcome, etc.</i>





Sample: TP\_LFP-rc-NG-6

LEGEND		SAMPLE	
First Entry	Learning Area and Strand/ Subject or Specialization	English Functional Package	EFP
First Entry	Grade Level		CFP
Uppercase Letter/s	Domain/Content/ Component/ Topic	Reading Comprehension	rc
Roman Numeral *Zero if no specific quarter	Quarter	Non-Graded	NG
Lowercase Letter/s *Put a hyphen (-) in between letters to indicate more than a specific week	Week		
Arabic Number	Competency	Competency	6

DOMAIN/ COMPONENT	CODE
Oral Language	ol
Auditory Perception & Discrimination	apd
Phonological Awareness	ра
Listening	I
Oral Language & Fluency	olf
Alphabet Knowledge	ak
Phonics & Word Description	pwd
Vocabulary	V
Vocabulary Development	vd
Grammar Awareness	ga
Book Print Knowledge	bpk
Reading Comprehension	rc
Writing	w
Writing Skills	WS

CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
	The learners	The learners		
<ul><li>Number Values</li><li>Whole</li></ul>	demonstrate	recognize and	1. rote count up to 20	TP_MFP-nv-NG-1
Numbers	understanding of the concept of whole	organize numbers according to value up to 20	count objects with one-to-one     correspondence up to quantities of 20	TP_MFP-nv-NG-2
	numbers		3. identify numerals up to 20	TP_MFP -nv-NG-3
			read/trace and write numerals up to     20 in symbols and in words	TP_MFP -nv-NG-4
		recognize and organize numbers according to value up to 50	5. count objects with one-to-one correspondence up to quantities of 50	TP_MFP -nv-NG-5
			6. identify numerals up to 50	TP_MFP -nv-NG-6
			7. read/trace and write numerals up to 50 in symbols and in words	TP_MFP -nv-NG-7
			8. identify numbers up to 50, by 5s, and 10s	TP_MFP -nv-NG-8 TP_MFP -nv-NG-8.1
			9. compare numbers up to 50, by 5s, and 10s relation symbol less than (<), more than (>), and as many as or equal (=)	TP_MFP -nv-NG-9
		recognize and organize numbers according to value up to 100	10. read numbers up to 100 in symbols and in words  10.1 write numbers up to 100 in symbols and in words	TP_MFP-nv-NG-10 TP_MFP-nv-NG-10.1
			11. compose number up to 100 11.1 decompose number up to 100	TP_MFP-nv-NG-11 TP_MFP-nv-NG-11.1
ans and			12. identify numbers up to 100, by 5s, 10s and 20s	TP_MFP-nv-NG-12 TP-MFP-nv-NG-12.1





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
	The learners	The learners		
			12.1 count numbers up to 100, by 5s, 10s and 20s	
			13. compare values and arrange numbers up to 100 in increasing or decreasing order	TP_MFP-nv-NG-13
			14. compare numbers up to 100 using relation symbol less than (<), more than (>), and as many as or equal (=)	TP_MFP-nv-NG-14
		recognize and organize numbers according to value up to 500	15. read numbers up to 500 in symbols and in words  15.1 write numbers up to 500 in symbols and in words	TP_MFP-nv-NG-15 TP_MFP-nv-NG-15.1
			16. compose number up to 500 16.1 decompose number up to 500	TP_MFP-nv-NG-16 TP_MFP-nv-NG-16.1
			17. identify numbers up to 500, by 10s, 20s, 50s, and 100s  17.1 count numbers up to 500, by 10s, 20s, 50s, and 100s	TP_MFP-nv-NG-17 TP_MFP-nv-NG-17.1
			18. compare values and arrange numbers up to 100 in increasing or decreasing order	TP_MFP-nv-NG-18
			19. compare numbers up to 500 using relation symbol less than (<), more than (>), and as many as or equal (=)	TP_MFP-nv-NG-19



CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
	The learners	The learners		
		recognize and organize numbers according to value up to 1000	20. read numbers up to 1000 in symbols and in words  20.1 write numbers up to 1000 in symbols and in words	TP_MFP-nv-NG-20 TP_MFP-nv-NG-20.1
			21. compose number up to 1000 21.1 decompose number up to 1000	TP_MFP-nv-NG-21 TP_MFP-nv-NG-21.1
			22. identify numbers up to 1000, by 10s, 50s, and 100s 22.1 count numbers up to 1000, by 10s, 50s,	TP_MFP-nv-NG-22 TP_MFP-nv-NG-22.1
			and 100s  23. compare values and arrange numbers up to 1000 in increasing or decreasing order	TP_MFP-nv-NG-23
			24. compare numbers up to 1000 using relation symbol less than (<), more than (>), and as many as or equal (=)	TP_MFP-nv-NG-24
- Comparison	demonstrate understanding of the concept of	recognize number values and order	25. identify sets with - one more element - one less element	TP_MFP-nv-NG-25
	comparison of number values		26. compare two groups/sets of objects to decide which is - less than - more than - as many as or equal	TP_MFP-nv-NG-26
			27. arrange object/numbers from - least to greatest - greatest to least	TP_MFP-nv-NG-27





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
	The learners	The learners		
- Ordinal Numbers	demonstrate understanding of the concept of ordinal numbers	read and write ordinal numbers up to 20 <sup>th</sup>	28. identify ordinal numbers up to the 20 <sup>th</sup> 28.1 read ordinal numbers up to the 20 <sup>th</sup> 28.2 write ordinal numbers up to the 20 <sup>th</sup>	TP_MFP-nv-NG-28 TP_MFP-nv-NG-28.1 TP_MFP-nv-NG-28.2
		read and write ordinal numbers up to 50 <sup>th</sup>	29. identify ordinal numbers up to the 50 <sup>th</sup> 29.1 read ordinal numbers up to the 50 <sup>th</sup> 29.2 write ordinal numbers up to the 50 <sup>th</sup>	TP_MFP-nv-NG-29 TP_MFP-nv-NG-29.1 TP_MFP-nv-NG-29.2
		read and write ordinal numbers up to 100 <sup>th</sup>	30. identify ordinal numbers up to the 100 <sup>th</sup> 30.1 read ordinal numbers up to the 100 <sup>th</sup> 30.2 write ordinal numbers up to the 100 <sup>th</sup>	TP_MFP-nv-NG-30 TP_MFP-nv-NG-30.1 TP_MFP-nv-NG-30.2
- Money Value	demonstrate understanding of the concept of money value	read, write, compare and count coins and peso bills up to Php20	<ul> <li>31. recognize coins bills up to Php20 and their notations</li> <li>31.1 write the amount of coins and bills up to Php20 and their notations</li> <li>31.2 compare the amount of coins and bills up to Php20 and their notations</li> </ul>	TP_MFP-nv-NG-31 TP_MFP-nv-NG-31.1 TP_MFP-nv-NG-31.2
			32. count the value of a set of bills or a set of coinspeso-coins, centavo-coins, peso bills, combined peso-coins and peso-bills up to Php20	TP_MFP-nv-NG-32
		read, write, compare and count coins and peso bills up to Php50	33. recognize coins bills up to Php50 and their notations 33.1 write the amount of coins and bills up to Php50 and their notations 33.2 compare the amount of coins and bills up to Php50 and their notations	TP_MFP-nv-NG-33 TP_MFP-nv-NG-33.1 TP_MFP-nv-NG-33.2





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
	The learners	The learners		
			34. count the value of a set of bills or a set of coinspeso-coins, centavo-coins, peso bills, combined peso-coins and peso-bills up to Php50	TP_MFP-nv-NG-34
		read, write, compare and count coins and peso bills up to Php100	35. recognize coins bills up to Php100 and their notations 35.1 write the amount of coins and bills up to Php100 and their notations 35.2 Compare the amount of coins and bills up to Php100 and their notations	TP_MFP-nv-NG-35 TP_MFP-nv-NG-35.1 TP_MFP-nv-NG-35.2
			36. count the value of a set of bills or a set of coinspeso-coins, centavo-coins, peso bills, combined peso-coins and peso-bills up to Php100	TP_MFP-nv-NG-36
		read, write, compare and count coins and peso bills up to Php 500	37. recognize coins bills up to Php500 and their notations 37.1 write the amount of coins and bills up to Php500 and their notations 37.2 compare the amount of coins and bills up to Php500 and their notations	TP_MFP-nv-NG-37 TP_MFP-nv-NG-37.1 TP_MFP-nv-NG-37.2
			38. count the value of a set of bills or a set of coinspeso-coins, centavo-coins, peso bills, combined peso-coins and peso-bills up to Php500	TPMFP-nv-NG-38
		read, write, compare and count coins and peso bills up to Php1000	39. read coins and bills up to Php1000 and their notations	TP_FP-nv-NG-39 TP_MFP-nv-NG-39.1 TP_MFP-nv-NG-39.2

CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
	The learners	The learners		
			39.1 write the amount of coins and bills up to Php1000 and their notations 39.2 compare the amount of coins and bills up to Php1000 and their notations	
			40. count the value of a set of bills or a set of coinspeso-coins, centavo-coins, peso bills, combined peso-coins and peso-bills up to Php1000	TP_MFP-nv-NG-40
<ul> <li>Fundamental</li> <li>Operations</li> <li>Addition</li> </ul>	Operations - Addition demonstrate understanding of the concept of addition	perform simple addition	illustrate addition as "putting together or combining or joining sets"	TP_MFP-fo-NG-1
			identify plus (+) sign that indicates the act of adding whole numbers	TP_MFP-fo-NG-2
	including money		add quantities up to 20 using concrete objects	TP_MFP-fo-NG-3
			4. add two one to two-digit numbers	TP_MFP-fo-NG-4
	demonstrate understanding of the concept of addition including money  perform addition of numbers and problem involving money	5. illustrate commutative, associative, and identity properties in addition 5.1 apply commutative, associative, and identity properties of addition in adding numbers	TP_MFP-fo-NG-5 TP_MFP-fo-NG-5.1	
			6. add up to 4-digit numbers with sums up to 1000 (in groups of 50, 100, 500 and 1000) without and with regrouping (guided by calculator)	TP_MFP-fo-NG-6





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
	The learners	The learners		
			7. solve problems in addition of whole numbers including money with the use of appropriate problem-solving strategies and tools (guided by calculator)	TP_MFP-fo-NG-7
- Subtraction	demonstrate understanding of the	perform simple subtraction	8. recognize minus (-) sign that indicates the act of subtracting whole numbers	TP_MFP-fo-NG-8
	basic concepts of subtraction		9. illustrate subtraction as "taking away" or "comparing elements of sets"	TP_MFP-fo-NG-9
			10. subtract quantities up to 20 using concrete objects	TP_MFP-fo-NG-10
			11. subtract two one to two-digit numbers	TP_MFP-fo-NG-11
	demonstrate understanding of the concept of subtraction including money		12. illustrate that addition and subtraction are inverse operations	TP_MFP-fo-NG-12
			<ol> <li>subtract up to 4-digit numbers with minuends up to 1000 (groups of 100, 500 and 1000) without and with regrouping (guided by calculator)</li> </ol>	TP_MFP-fo-NG-13
		14. solve problems involving subtraction of whole numbers including money with the use of appropriate problem-solving strategies and tools (guided by calculator).	TP_MFP-fo-NG-14	
- Multiplication	demonstrate understanding of the	perform simple multiplication	15. illustrate multiplication as repeated addition	TP_MFP-fo-NG-15
	basic concepts of		16. represent multiplication of numbers	TP_MFP-fo-NG-16
	multiplication		17. multiply two one to two-digit numbers	TP_MFP-fo-NG-17
	demonstrate understanding of the		18. illustrate the properties of multiplication	TP_MFP-fo-NG-18





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
	The learners	The learners		
	concept of multiplication including money	perform multiplication of numbers and problem involving money	19. solve problems in multiplication of whole numbers including money using appropriate problem-solving strategies and tools (guided by calculator)	TP_MFP-fo-NG-19
- Division	demonstrate understanding of the	perform simple division	20. represents division as equal sharing	TP_MFP-fo-NG-20
	basic concepts of division		21. illustrate division as repeated subtraction	TP_MFP-fo-NG-21
	uivision		22. divide two one to two-digit numbers	TP_MFP-fo-NG-22
	demonstrate understanding of the concept of division including money	understanding of the concept of division . and problem involving money	23. illustrate division as equal sharing, repeated subtraction and equal jumps on the number line	TP_MFP-fo-NG-23
			24. illustrate division and multiplication as inverse operations	TP_MFP-fo-NG-24
		25. solve problems in division of whole number including money with the use of appropriate problem-solving strategies and tools (guided by calculator)	TP_MFP-fo-NG-25	
• Fraction	demonstrate understanding of the concepts of fraction	recognize, represent and compare fractions in various forms and contexts	1. recognize and identify ¼, ½, ¾ of a whole object	TP_MFP-fr-NG-1
			2. represent a whole into ¼, ½, ¾	TP_MFP-fr-NG-2
	organize fractions according to value	3. describe a whole and ¼, ½ and ¾ of a whole	TP_MFP-fr-NG-3	
			4. read fractions 4.1 write fractions	TP_MFP-fr-NG-4 TP_MFP-fr-NG-4.1
			5. compare fractions using relation symbols.	TP_MFP-fr-NG-5
			arrange fraction in increasing and decreasing order	TP_MFP-fr-NG-6





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
	The learners	The learners		
			7. add similar fraction using measuring devices	TP_MFP-fr-NG-7
			1. recognize/identify 0.125, 0.5, 0.75 of a whole	TP_MFP-de-NG-1
			2. represent 0.125, 0.5, 0.75	TP_MFP-de-NG-2
			3. convert 0.125, 0.5, 0.75 in fractional form	TP_MFP-de-NG-3
		recognize, represent, arrange and compare decimals numbers in various forms and contexts  perform operations on decimal numbers	4. compare decimals using relation symbols	TP_MFP-de-NG-4
	demonstrates understanding of the basic concept of decimal numbers		5. arrange decimals in increasing and decreasing order	TP_MFP-de-NG-5
• Decimal Numbers			6. identify the place value of every digit in decimal numbers	TP_MFP-de-NG-6
			7. add decimals and mixed decimals through ten thousandths with or without regrouping	TP_MFP-de-NG-7
			8. subtract decimals and mixed decimals through ten thousandths with or without regrouping	TP_MFP-de-NG-8
			9. multiply decimal numbers	TP_MFP-de-NG-9
			10. divide decimal numbers	TP_MFP-de-NG-10
Percentage	demonstrate understanding of the	apply knowledge on percentage in real-life situations	describe percentage     1.1 illustrate percentage	TP_MFP-pe-NG-1 TP_MFP-pe-NG-1.1
	concept of percentage		2. convert fraction to percentage and vice versa (25%, 50%, 75%)	TP_MFP-pe-NG-2



	CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
		The learners	The learners		
	Ratio and Proportion	demonstrate understanding of the concept of ratio and proportion	apply knowledge on ratio and proportion	Describe the meaning of ratio and proportion     In illustrate the meaning of ratio and proportion	TP_MFP-rp-NG-1 TP_MFP-rp-NG-1.1
				2. set up proportions for groups of objects or numbers and for given situations	TP_MFP-rp-NG-2
• G	Geometry	understanding of the basic concepts of basic properties and	identify, name, and describe the four basic shapes (square, rectangle, triangle and circle) in 2-dimensional (flat/plane) objects	TP_MFP-ge-NG-1	
	characteristics of 2- dimensional objects			compare 2-dimensional (flat/plane)     objects according to common     characteristics  2.1 classify 2-dimensional (flat/plane) objects	TP_MFP-ge-NG-2 TP_MFP-ge-NG-2.1
				according to common characteristics  3. match objects and pictures based on its properties/ characteristics in one-to-one correspondence  - object to object  - object to picture  - picture to picture	TP_MFP-ge-NG-3
				4. draw the four basic shapes.	TP_MFP-ge-NG-4
<u> </u>	NG.	demonstrate understanding of the concept of 2-	construct 2-dimensional and 3- dimensional objects	5. compare the different objects (using the) as to: 2-dimentional and 3-dimentional figures, straight and curved lines, flat and	TP_MFP-ge-NG-5 TP_MFP-ge-NG-5.1



	CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
		The learners	The learners		
		dimensional and 3- dimensional figures, straight and curved lines, flat and curved surfaces, basic shapes and symmetry in a line		curved surfaces, half circles, quarter (1/4) circles 5.1 classify the different objects (using the) as to: 2-dimentional and 3-dimentional figures, straight and curved lines, flat and curved surfaces, half circles, quarter (1/4) circles	
				6. create squares, rectangles, triangles, circles, half-circles, and quarter circles with the use of cut-outs and square grid	TP_MFP-ge-NG-6
•	Sequences and Patterns - Sequence	demonstrate understanding of basic concept of sequence numbers and events	apply knowledge of sequence numbers and events	1. identify sequence of events  - before  - after  - first  - next  - last	TP_MFP-sp-NG-1
		and events		2. observe the number that comes  - before  - after  - in between  2.1 identify the number that comes  - before  - after  - in between	TP_MFP-sp-NG-2 TP_MFP-sp-NG-2.1
	<ul> <li>Continuous and repeating patterns (letters,</li> </ul>	demonstrate understanding of basic concept of	apply knowledge of continuous and repeating patterns	3. identify the missing part in a given continuous and repeating patterns (letters, numbers, colors, figures, sizes, etc.)	TP_MFP-sp-NG-3





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
	The learners	The learners		
numbers, colors, figures, sizes, etc.) e.g. A, B, C, D, 1,, 3,, 5,, 7 , Wed, Thur, Fri Aa, Bb, Cb,,	continuous and repeating patterns			
	demonstrate understanding of the concept of continuous	and repeating patterns with the use of figures, sizes, colors and	4. identify the missing part in a given continuous and repeating patterns	TP_MFP-sp-NG-4
	and repeating patterns with the use of figures, sizes, colors and numbers, and mathematical sentences in multiplication and division		5. find the missing part in a given combination of continuous and repeating pattern (any of the two figures, sizes, colors and numbers)	TP_MFP-sp-NG-5
Algebra	demonstrate understanding of the concept of algebraic expressions	solve simple algebraic equation	find the missing value to complete the correct mathematical sentence in addition, subtraction, multiplication and division	TP_MFP-al-NG-1
Mensuration     Time		apply knowledge of time	recognize that a clock and watch tell time	TP_MFP-me-NG-1



CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS		LEARNING COMPETENCY	CODE
	The learners	The learners			
	demonstrates understanding of the concept of time		2.	tell time in hours and minutes, including a.m. and p.m. using analog and digital clock 3.1 write time in hours and minutes, including a.m. and p.m. using analog and digital clock	TP_MFP-me-NG-2 TP_MFP-me-NG-2.1
			3.	identify the time in hours a day, minutes in an hour, and seconds in a minute	TP_MFP-me-NG-3
			4.	solve problems involving time	TP_MFP-me-NG-4
- Days, weeks and months	demonstrates understanding of the concept of time	apply knowledge of time	5.	tell time of the day when activities are being done - morning - afternoon - night - AM and PM in digital	TP_MFP-me-NG-5
			6.	tell the number of days in a week	TP_MFP-me-NG-6
			7.	tell the names of - days in a week - months in a year	TP_MFP-me-NG-7
- Size, Length and mass	demonstrates understanding of size, length and mass	apply knowledge of size, length and mass	8.	arrange objects one after the another in a series/sequence according to a given characteristics - size - length	TP_MFP-me-NG-8
			9.	describe the relationship of objects	TP_MFP-me-NG-9





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE		
	The learners	The learners				
			10. compare objects based on their sizes, length, mass/weight - big/little - longer/shorter - heavier/lighter	TP_MFP-me-NG-10		
- Standard units of length, mass, volume (liquids and	demonstrate understanding of the concept of standard units of length, mass,	apply knowledge of standard units of length, mass, volume and area in mathematical problems and real-life situations	11. Identify the uses of different measuring device/tools to measure length/distance, mass, volume (liquids and solids) and area using the standard of units	TP_MFP-me-NG-11		
solids) and area	solids) and volume (liquids and				12. write the appropriate unit of length, mass, volume (liquids and solids), area and their abbreviation to measure different objects	TP_MFP-me-NG-12
			13. compare length/distance using m and cm; mass using kg and g; volume using L and m; m³ and cm³, and area using m² and cm²	TP_MFP-me-NG-13		
			14. estimate measures using the different standard of units	TP_MFP-me-NG-14		
			15. solve problem involving measure of length/ distance, mass, volume (liquids and solids) and area	TP_MFP-me-NG-15		
			measure objects using appropriate     measuring tools such as tablespoons,     teaspoons, and measuring cups (liquids and solids)	TP_MFP-me-NG-16		
Data Collection,     Analysis and     Probability	demonstrate understanding of the concept of collection and tabulation of data	gather data, organize table and presents pictograph without scales	identify the different objects/materials in the room to gather and collect data     1.1 count the different objects/materials in the room to gather and collect data	TP_MFP-dp-NG-1 TP_MFP-dp-NG-1.1		





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
	The learners	The learners		
			arrange the data in table(s) form and presents this into a pictograph without scales	TP_MFP-dp-NG-2
			<ul><li>3. estimate data presented in the pictograph</li><li>3.1 interpret data presented in the pictograph</li></ul>	TP_MFP-dp-NG-3 TP_MFP-dp-NG-3.1
	demonstrate understanding of the	construct and interpret simple representations of data (tables	4. collect data up to two variables using questionnaire	TP_MFP-dp-NG-4
	concept of pictographs of data	and pictographs without scales) and describe the probable	5. classify the data in a tabular format and present this in a pictograph with scales	TP_MFP-dp-NG-5
	without and with scales and inference of the probable	outcomes.	6. estimate data in a pictograph with scales 6.1 interpret estimated data in a pictograph with scales	TP_MFP-dp-NG-6 TP_MFP-dp-NG-6.1
	outcomes		7. solve problem using data presented in the pictograph	TP_MFP-dp-NG-7
			describe events in real-life situations     using likely to happen, unlikely to     happen, equally likely to happen	TP_MFP-dp-NG-8

#### **GLOSSARY**

Algebra	Mathematical expression or equation				
Analog Clock	type of clock with hour and minute hands				
<b>Arithmetic Operations</b>	four fundamental operations (i.e. addition, subtraction, multiplication, and division)				
Calculator	commonly used computing device				
Compose Number	Putting together numbers to form a desired number				
Convert	changing one form to another				
Decompose Number	breaking the number apart				
Digital Clock	type of clock that display time in numerical form				
Fractions	one half ( $\frac{1}{2}$ ), one fourth ( $\frac{1}{4}$ ), three fourth ( $\frac{3}{4}$ ) as part of a whole				
Geometry	deals only with the 2 and 3 dimensional objects, construction of lines, shapes and symmetry				
Inverse operation	opposite operation				
Learner	individuals with special education needs				
Mensuration	measurement of the length, mass volume, area and time				
Non-Standard Measurement	description of estimated measure of an object e.g. small, big, short, long, etc.				
Pattern	observable regularity or repetitive arrangement of variables				
Pictograph	representation of data using picture				
Probability	estimate of possible result of measure based on data analysis				
Problem Solving	way of finding solution				
Ratio and Proportion	relationship that exist between two variables				
Square Grid	square guide tool used to help make a particular model				
Standard of Units	internationally accepted units of measure				
Table	shows information data in a tabular form				
Time	measurable period of occurrence of an event				
3-Dimensional Object	3-D or solid, concrete, and tangible object or figure				
2-Dimensional Object	2-D or flat figure that only its length and width can be measured				
Sequences	continuous connected series				

# **Functional Academics Package** Sample: TP\_MFP-nv-NG-1

LEG	GEND	SAMPLE		
First Entry	Curriculum	Transition Program	TP	
Second Entry	Mathematics - Functional Academics Package	Mathematics - Functional Academics Package	MFP	
Lowercase Letter/s	Content	number value	nv	
Uppercase Letter/s	Level	Non-Graded	NG	
Arabic Number	Learning Competency	Learning Competency 1	1	

Content Standard	Code
Number Values	nv
Fundamental Operations	fo
Fraction	fr
Decimals	de
Percentage	pe
Ratio and Proportion	rp
Geometry	ge
Sequences and Patterns	sp
Algebra	al
Mensuration	me
Data Collection, Analysis and Probability	dp

CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS		LEARNING COMPETENCY	CODE
Body parts, functions and uses	The learners demonstrate understanding of the	The learners show the importance of the different body parts,	1.	identify the different body parts, its functions and uses	TP_SFP-bp-NG-1
Body senses	body parts, its functions and uses	its functions and uses in everyday life through demonstration	2.	describe the different body parts, its functions and uses	TP_SFP-bp-NG-2
			3.	use the different parts of the body in everyday life such as in sports/games, etc.	TP_SFP- bp-NG-3
Basic needs of the body	The learners demonstrate	The learners make a list of the physiological needs of	1.	identify the basic needs of the body	TP_SFP-bn-NG-1
	understanding of the basic needs of the body	the body	2.	discuss the importance of the basic needs of the body	TP_SFP-bn-NG-2
Physiological needs of the body	The learners		1.	identify the physiological needs of the body	TP_SFP-pn-NG-1
	demonstrate understanding of the physiological needs of the body		2.	explain the physiological needs of the body	TP_SFP-pn-NG-2
Physical bodily changes	The learners  demonstrate understanding of physical	The learners  adapt and respond to bodily changes	1.	identify the physical changes in the body as an individual grows older	TP_SFP-pd-NG-1
	changes in the body	-	2.	describe the physical changes in the body as an individual grows older	TP_SFP-pd-NG-2





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS		LEARNING COMPETENCY	CODE
Proper hygiene	The learners	The learners demonstrate personal	1.	identify personal habits related to hygiene at home	TP_SFP-ph-NG-1
	of taking care of the body home	hygienic habits at home, in school and in the community	2.	Demonstrate some personal habits related to hygiene in school and at home	TP_SFP-ph-NG-2
			3.	participate in routine habits related to hygiene at home, in school and in the community	TP_SFP-ph-NG-3
Animals in the environment	The learners	The learners	1.	identify animals in the immediate surroundings	TP_SFP-ae-NG-1
	understanding of the va	Identify and list down various animals in the community	2.	describe animals found in the community	TP_SFP-ae-NG-2
			3.	classify animals in the school or in the community	TP_SFP-ae-NG-3
Basic needs of animals	The learners	The learners	1.	identify basic needs of animals	TP_SFP-na-NG-1
	demonstrate understanding of the importance of the needs of animals	make a chart of the basic needs of animals	2.	discuss the basic needs of animals	TP_SFP-na-NG-2
Benefits derived from animals	The learners demonstrate	The learners create a scrapbook that	1.	identify the benefits or contributions that man can derive from animals	TP_SFP-bd-NG-1
Importance of animals	understanding of the importance of the of animals	shows the importance of animals to the environment	1.	cite the importance of animals to the environment	TP_SFP-ia-NG-1



CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS		LEARNING COMPETENCY	CODE
Ways of handling common animals	The learners demonstrate proper ways	The learners recognize and practice	1.	describe proper ways of handling animals/pets	TP_SFP-wh-NG-1
	of taking care of animals s	safety precautions when handling animals	2.	explain how to handle animals/pets	TP_SFP-wh-NG-2
Proper handling of animals		The learners illustrate the proper ways of handling pets	1.	demonstrate proper ways of handling common animals/pets	TP_SFP-hp-NG-1
Plants in the environment	The learners  demonstrate understanding of the needs of plants	The learners create a picture album showing different plants found in the community	1.	identify common plants within the environment and their needs	TP_SFP-pe-NG-1
Basic parts of a plant	The learners demonstrate		1.	Identify the basic parts of a plant	TP_SFP-ap-NG-1
	understanding of the basic parts of a plant		2.	draw the basic parts of a plant	TP_SFP-ap-NG-2
Proper handling of plants	The learners	The learners actively participate in	1.	describe proper ways of handling plants	TP_SFP-pr-NG-1
<ul> <li>Protecting plants</li> </ul>	demonstrate proper ways of taking care of plants	community gardening activities	1.	describe proper ways of protecting plants	TP_SFP-pp-NG-1
			2.	engage in a school routine related gardening activities	TP_SFP-pp-NG-2





	CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS		LEARNING COMPETENCY	CODE
•	Benefits derived from plants	The learners  demonstrate understanding of the roles of plants in the environment	actively participate in community gardening activities	1.	explain the importance of plants to man	TP_SFP-dp-NG-1
•	Importance of plants	The learners  demonstrate understanding of importance of plants		1.	explain the importance of plants in the environment	TP_SFP-ip-NG-1
•	Physical properties of objects -size	The learners demonstrate	The learners using modelling clay, create geometric figures	1.	Identify physical properties of objects such as color, shape, size, texture	TP_SFP-po-NG-1
	-shape -color -texture	understanding of physical properties of objects	of varying sizes	2.	discuss physical properties of objects such as color, size, shape and texture	TP_SFP-po-NG-2
			The learners  make a chart that classify objects found at home	3.	group objects according to color, size, shape and texture	TP_SFP-po-NG-3
•	Physical state of objects as matter -solid	The learners demonstrate	The learners make a list of common materials found at	1.	Give examples of matter found in the surroundings	TP_SFP-ps-NG-1
	-liquid -gas	understanding of physical state of objects as matter	home and in the community and classify them as solid, liquid and gas	2.	Identify physical state of objects in the surroundings as solid, liquid or gas	TP_SFP-ps-NG-2

CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS		LEARNING COMPETENCY	CODE
			3.	discuss physical state of objects : solid, liquid and gas	TP_SFP-ps-NG-3
			4.	group objects according to their physical state: solid, liquid and gas	TP_SFP-ps-NG-4
Changes in matter	Changes in matter  The learners  demonstrate understanding of the changes in the properties of matter	The learners  demonstrate activities that shows physical	1.	examine the physical changes in solids and liquids	TP_SFP-cm-NG-1
		changes in solids and liquids	2.	describe simple changes that matter undergo (melting, freezing, vaporization)	TP_SFP-cm-NG-2
			3.	cite objects that undergo physical change	TP_SFP-cm-NG-3
Mensuration     -mass of solids     -length of solids     -volume of liquids	The learners  demonstrate understanding of the concepts of measuring mass, length and volume of objects	The learners measure objects properly	1.	describe mass, length and volume of objects	TP_SFP-ms-NG-1
	The learners  demonstrate understanding of simple measurements	The learners  determine mass and length of solids and volume of liquids using appropriate measuring device	2.	measure the length and mass of solid objects and the volume of liquids using appropriate measuring devices	TP_SFP-ms-NG-2





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS		LEARNING COMPETENCY	CODE	
<ul> <li>Safety practices in using measuring devices</li> </ul>	using measuring	The learners perform safety measures in using	1.	elaborate safety practices in using measuring devices	TP_SFP-sp-NG-1	
	safety measures in using measuring devices	measuring devices	2.	Apply safety measures in measuring the mass, length and volume various objects	TP_SFP-sp-NG-2	
<ul> <li>Movements and direction</li> <li>Factors that can cause</li> </ul>	The learners demonstrate understanding of concept of movement and	The learners draw a scaled diagram showing an object's movement and direction	1.	identify causes that can make objects move such as people, water, wind and magnet	TP_SFP-md-NG-1	
movement of objects	direction	direction		2.	observe an object's movement characterized by pushing, pulling, rising, falling and sinking, in straight path, circular motion, back and forth and fast and slow	TP_SFP-md-NG-2
			3.	give the different directions in going to places at home and in school	TP_SFP-md-NG-3	
Following directions		The learners follow simple instructions of motion and direction	1.	perform simple dance steps or body exercises using different kinds of movements and basic directions	TP_SFP-fd-NG-1	
			2.	locate directions in going to different areas within the school or in the community	TP_SFP-fd-NG-2	





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY CODE
Types of weather	The learners  Demonstrate understanding of the changes in weather conditions	The learners  create a weather map for the day showing the different elements of weather	identify the daily weather condition TP_SFP-tw-NG-1
			identify the different elements of weather  TP_SFP-tw-NG-2
			3. differentiate the different types of weather TP_SFP-tw-NG-3
Safety practices and precautionary measures in different types of		The learners  perform safety practices in different kinds of	discuss safety and     precautionary measures in     dealing with different types     of weather  TP_SFP-sw-NG-1
weather		weather	demonstrate safety and precautionary measures in dealing with different types of weather  TP_SFP-sw-NG-2
Conditions of the Environment	The learners  demonstrate understanding of conditions of the environment	The learners  assess the condition of the environment at home and in the community	1. compare different environmental TP_SFP-ce-NG-1 conditions
			discuss a poor environmental condition TP_SFP-ce-NG-2
			analyze the causes of poor environmental conditions  TP_SFP-ce-NG-3

CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
Taking care of the environment	The learners demonstrate	The learners  demonstrate simple ways of taking care of the environment	describe simple ways of taking care of the environment	TP_SFP-tc-NG-1
	understanding of how to take of the environment		show proper ways to take care of the immediate environment	TP_SFP-tc-NG-2
Importance of the environment	The learners  demonstrate understanding of conditions of the environment	The learners  construct a simple terrarium using materials available from the environment	discuss the importance of the environment to people and other living things	TP_SFP-ie-NG-1
Safety/Warning devices in times of danger	The learners  demonstrate proper ways to express danger using different safety devices/equipment	The learners  demonstrate survival practices during calamities	manipulate safety/warning devices/equipment to convey signs of danger	TP_SFP-sd-NG-1

#### **GLOSSARY**

Immediate Environment	Actual setting or locality where the learner is situated.
Mensuration	Measurement of the length, mass and volume of objects
Physical Properties	Observable condition or state and external characteristics or qualities of objects
Physiological needs	Needs of the body to promote normal functioning such as but not limited to food and water

### **Transition Curriculum Code Functional Academics Package**

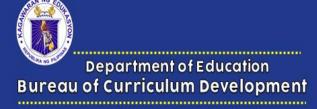
Sample: TP\_SFP-bp-NG-1

LEG	END	SAMI	PLE
First Entry	Curriculum	Transition Package	TP
Second Entry	Career Package	Science Functional Academics	SFP
Lowercase Letter/s Content		Body parts	bp
Uppercase Letter/s	Level	Non-Graded	NG
Arabic Number	Learning Competencies	Learning Competency 1	1

CONTENT STANDARDS	CODE	CONTENT STANDARDS	CODE
Body Parts	bp	Benefits Derived from Plants	dp
Basic Needs	bn	Importance of Plants	ip
Physiological needs	pn	Physical Properties of Objects	ро
Physical Bodily Changes	pd	Physical State of Objects as Matter	ps
Proper Hygiene	ph	Changes in Matter	cm
Animals in the Environment	ea	Mensuration	ms
Basic Needs of Animals	na	Safety Practices in Using Measuring Devices	sp
Benefits Derived from Animals	dp	Movements and Direction	md
Importance of Animals	ia	Following Directions	fd
Ways of Handling Common Animals	wh	Types of Weather	tw
Proper Handling of Animals	hp	Safety Practices and Precautionary Measures indifferent Types of Weather	SW
Plants in the Environment	pe	Conditions of the Environment	ce
Basic Parts of a Plant	ар	Taking Care of the Environment	tc
Proper Handling of Plants	pr	Importance of the Environment	ie
Protecting Plants	рр	Safety/Warning Devices in Times of Danger	sd



## K to 12 Transition Curriculum for Learners with Disabilities Pre-Vocational Package







#### **DESCRIPTION**

The **PRE-VOCATIONAL** package is designed to assess and provide opportunities for learners with disabilities (LWDs) to display their individual talents, skills, abilities, strengths and interests. These skills will lead to developing knowledge and contents on entrepreneurial and livelihood concepts and skills.

#### **TARGET LEARNING OUTCOMES**

The learners are expected to:

- Assess and identify their individual capabilities, interests, talents and skills
- Recognize individual skills, talents, and abilities as human potentials for engagement in livelihood projects and entrepreneurial activities.
- Identify possible livelihood projects and entrepreneurial activities where they can be involved

CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	SPED CODE
Skills and Talent Awareness - Sports - Vocational Technology (Trade, Crafts/Cottage, Technology, Agriculture, Home Economics, ICT)	The learner  Demonstrates understanding of the underlying concept and principles of assessing one's personal strengths, talents, abilities and skills	The learner  Recognizes individual talents, skills, abilities and strengths	Assess individual learner's capabilities, interests, talents and skills	TPPV-ST-NG-1
- Performing Arts (Music, Dance, Theater Arts, Visual Arts, Creative Writing, Media Arts)	talents, abilities and skills		2. Identify individual learner's capabilities, interests, talents and skills	TPPV-ST-NG-2
Individual Talents and Skills  - Music/Dance Recitals - Art/Product Exhibits - Athletic competitions - District, Division, Regional and National Skills Competitions - Festival of Talents - National Competency Assessment	The learner  Demonstrates understanding of the underlying concept and principles of assessing one's personal strengths, talents, abilities and skills	The learner  Demonstrates individual talents, skills, and abilities	Exhibit individual talents, skills, and abilities	TPPV-IT-NG-1





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	SPED CODE
Livelihood and Entrepreneurial Activities  - Food Processing - Fishery - Animal Production - Household Services - Food Trades - Garment Trades - Dressmaking & Tailoring - Cosmetology - Wood Works - Electrical Works - Electronics - Metal Works - ICT etc.	The learner  Demonstrates understanding of the underlying concept and principles of livelihood and entrepreneurial activities	The learner  Recognizes livelihood and entrepreneurial activities	Identify examples of livelihood and entrepreneurial activities	TPPV-LE-NG-1
Opportunities on Livelihood and Entrepreneurship	The learner  Demonstrates understanding on different opportunities for livelihood and entrepreneurship	The learner  Recognizes different opportunities for livelihood and entrepreneurship	1. Identify livelihood and entrepreneurial opportunities that provide means of living for different people in the community	TPPV-OL-NG-1

Pre-vocational Package Sample: TPPV-ST-NG-1

LEGEND		SAMPLE	
First Entry	Transition Program	Transition Program	TPPV
	Pre-vocational Package	Pre-vocational Package	
Lowercase Letter/s	Content	Skill and Talent Awareness	ST
Lowercase Letter/s	Level	Non-Graded	NG
Arabic Number	Learning Competency	Learning Competency 1	1

Content	Code
Skill and Talent Awareness	ST
Individual Talents and Skills	IT
Livelihood and Entrepreneurial Activities	LE
Opportunities on Livelihood and Entrepreneurship	OL



# K to 12 Transition Curriculum for Learners with Disabilities Enrichment Package







#### **DESCRIPTION**

The Enrichment package is designed to provide learners with disabilities with opportunities to explore their talents and skills based on their own choices and interests. Enrichment skills aim to cater to the learners' unique gift or ability. For this purpose, the K to 12 transition curriculum for Enrichment Skills focuses on the following areas: (1) Music, (2) Arts, (3) Dance, and (4) Sports. This curriculum is an expression of DepEd's commitment to provide LWDs with opportunities designed to enrich, sustain, engage, and ensure their continued growth by harnessing their innate abilities and talents specifically in singing, playing musical instruments, appreciating body movements, expressing themselves through artistic creations, or enhancing their abilities in a specific sport. Hence, it is also the DepEd's response to the necessity of offering a curriculum that addresses the interests of the transition learners for them to live not only a functional and productive but also a *happy* and *fulfilling life* that is a result of a well-planned curriculum that aims for the holistic development of all Filipino learners with disabilities.

#### **Target Learning Outcomes**

MUSIC	Learners are expected to demonstrate understanding of different music genres and the underlying principles of participating in and performing to various musical activities such as singing and playing of musical
	instruments.
DANCE	Learners are expected to demonstrate understanding of the concept of dance and the value of
	participating and/or performing in an individual or group dance.
ARTS	Learners are expected to demonstrate understanding of the importance of arts for human beings and exhibit
	skills and abilities in arts.
SPORTS	Learners are expected to demonstrate understanding of the concept of sports, recognize
	individual interests and talents in sports, and showcase skills in sports.

	CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
•	Different talents, interests, and skills of an	The learner Demonstrates	The learner Performs different	Cite examples of talent and skills of a person	TPEP-dt-NG-1
•	individual Types of human	understanding of the different interests, talents, and skills of	talents and skills	Identify different types of human talents and skills	TPEP-dt-NG-2
	talents and skills - Music - Arts	an individual		Determine ways to develop personal talents and skills	TPEP-dt-NG-3
	<ul><li>a. Performing Arts</li><li>b. Visual Arts</li><li>- Sports</li></ul>			Identify appropriate     characteristics to attain     talent and skills	TPEP-dt-NG-4
•	Ways to develop personal talents and skills			5. Perform a talent or skill	TPEP-dt-NG-5

		MUSIC				
CONTENT	CONTENT STANDARDS	PERFORMANCE LEARNING COMPETENCY STANDARDS		CODE		
Genres of Music     Alternative Music     Blues	The learner Demonstrates	The learner Participates actively in	Recognize different types/genres of music	TPEP-mu-NG-1		
<ul><li>Classical Music</li><li>Country Music</li><li>Dance Music</li></ul>	understanding of the principle of	a group performance that demonstrates	Identify individual skills in music	TPEP-mu-NG-2		
- Easy Listening - Electronic Music - European Music (Folk / Pop)	participating in different music activities.	different music Electronic Music European Music (Folk / Pop)  different music skills of music (instrumer)	vocal and instrumental skills		3. Perform different genres of music (choral and instrumental)	TPEP-mu-NG-3
- Hip Hop / Rap - Indie Pop - Inspirational (incl. Gospel) - Asian Pop (J-Pop, K-			4. Perform actively in musical ensemble (choral and instrumental)	TPEP-mu-NG-4		
pop) - Jazz - Latin Music - New Age - Opera - Pop (Popular music) - R&B / Soul			5. Participate in musical activities that promote cooperation and social interaction such as group ensemble and choir	TPEP-mu-NG-5		
- Reggae - Rock - Singer / Songwriter (inc. Folk)			6. Appreciate joining music activities	TPEP-mu-NG-6		
<ul> <li>World Music / Beats</li> <li>Musical</li> <li>Activities</li> </ul>			7. Perform in musical activities like concerts and recitals	TPEP-mu-NG-7		
- Singing - Playing musical instrument						



	SPORTS					
	CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEAI	RNING COMPETENCY	CODE
•	Components of Fitness - Cardiovascular	The learner  Demonstrates  understanding of the	The learner Performs correctly the basic skills of sports		lentify components of eness	TPEP-sp-NG-1
	<ul><li>Strength</li><li>Balance</li><li>Flexibility</li></ul>	underlying principle and concept of the importance of sports	•		nalyze the benefits of ports participation	TPEP-sp-NG-2
•	Types of Sports - Individual Sports	m.po. am. so or operat			ifferentiate the types of ports	TPEP-sp-NG-3
	(Gymnastics, Swimming, Athletics, Chess, Archery)				xplain the nature of the port	TPEP-sp-NG-4
	- <b>Dual Sports</b> (Badminton, Lawn Tennis, Table Tennis) - <b>Team Sports</b>				emonstrate basic skills of ports	TPEP-sp-NG-5
	(Basketball, Volleyball, softball, baseball, football)				erform basic sports kercises	TPEP-sp-NG-6
	- Combative Sports (Arnis, Taekwondo, Karate, etc.)					

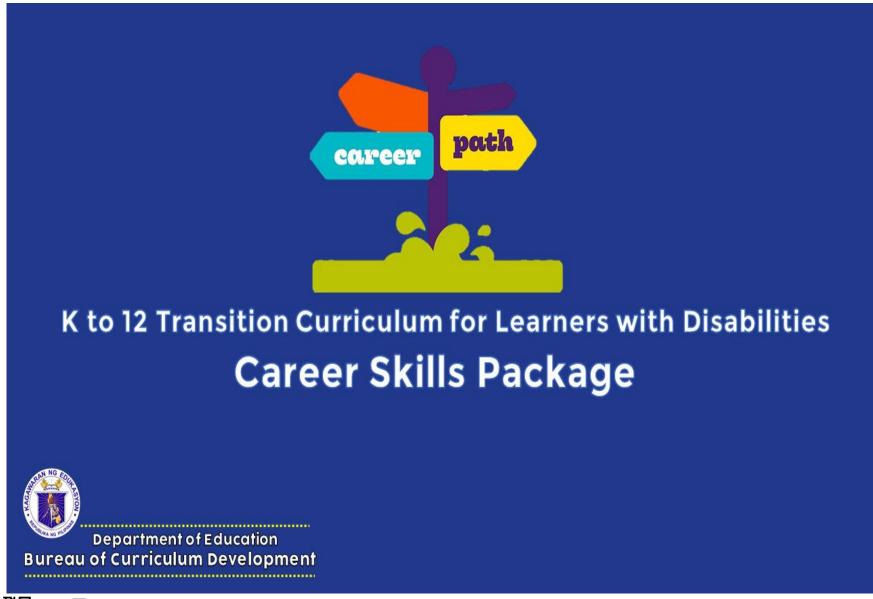


		DANCE		
CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
Types of dances Ballroom Dance (Waltz, Tango, Cha-cha,	The learner Demonstrates understanding of	The learner Perform in an individual or group	Identify different types of dances	TPEP-dc-NG-1
Rumba, etc.) African-American and Traditional Dance (Swing,	the underlying principle and concept of the	dance performance actively	Describe the nature and background of the dance	TPEP-dc-NG-2
Moonwalk, etc.)  Worldwide Dance (Salsa, Flamenco, Polka, Folk Dance, etc.)	importance of dance activity		Recognize individual skills in dancing	TPEP-dc-NG-3
Professional Performance Dance (Ballet,			4. Perform basic dance steps /movements	TPEP-dc-NG-4
Contemporary, Tap Dance, etc.)  Modern Dance (House, Rave, Disco, etc.)			5. Demonstrate skills in a particular dance	TPEP-dc-NG-5
Hip-hop and Funk Dance (Bounce, Breakdance, Jookin', etc.)			6. Participate in a dance performance in school	TPEP-dc-NG-6
Basic Dance Steps and Movements				

### Enrichment Skills Package Sample: TPEP-st-NG-1

LEGEND		SAMPLE	
First Entry	Transition Program	Enrichment Package	TPEP
	Enrichment Package		
Lowercase Letter/s	Content	Skill and Talent Awareness	st
Lowercase Letter/s	Level	Non-Graded	NG
Arabic Number	Learning Competency	Learning Competency 1	1

Content	Code
Different interests, talents, and skills of an individual	dt
Music	mu
Arts	ar
Sports	sp
Dance	dc







#### **DESCRIPTION**

Schools play a big role in preparing learners for the workforce. They can build capacity and enhance personal development. The honing of learner's skills, talents, and abilities needed in work happens in school. Gaining skills and career awareness will enable the learners to make informed decisions about their chosen profession or vocation. Enhancing personal development increases self-esteem and makes one feel good about oneself. It also improves learner's ability to deal with others which is needed in work. Such holistic training makes for a success oriented career preparation.

However, finding the right fit between training and employment can be challenging. Learners with disabilities encountered difficulty even at the level of on-the-job training and apprenticeship. This necessitates intelligent networking with the community, specifically the business sector, to access support and services. A thorough situational analysis could define what the business sector needs and what the schools can offer. This would enable schools to develop a highly contextualized transition curriculum that could successfully transition LWDs from school to work given a particular locale.

The curriculum content covers the identification of equal opportunity business establishments, possible jobs, and types of employment that they can engage in. This covers competitive employment, supported employment, sheltered employment and customized employment. However, career skills are not simply for job placement; it is also for the pursuit of a meaningful life that matches the learner's goals, interests and abilities. Being equipped with career skills and the knowledge on career choices would allow the LWDs to have satisfaction and fulfillment in life.

#### **TARGET LEARNING OUTCOMES**

The career skill package is offered to learners with disabilities upon the completion of the enrichment, functional-academics, life skills and care skills packages. Hence, the Learners are expected to gain knowledge, values, and skills about their chosen career towards employment readiness.

CONTENT	CONTENT STANDARDS
Career Planning	Demonstrate understanding of their strengths, weaknesses, talents and skills in relation to their transition to employment.
Career Valuing	Demonstrate positive attitudes toward career
Employment Readiness	Generalization: Perform actual job-related tasks in the workplace

CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
CAREER PLANNING (	(cp)			1
Career awareness	The learner  Demonstrate understanding of	The learner  Develop and prepare a career plan based on	<ul><li>The learner</li><li>1. Identify their strengths, weaknesses, talents and skills</li></ul>	TP_CP-cp-NG-1
<ul><li>Career information</li><li>Career goals</li></ul>	developing a career plan	the chosen profession or vocation	Match their strengths, talents and skills to possible exits or job opportunities	TP_CP-cp-NG-2
_			3. Prepare career goals	TP_CP-cp-NG-3
Career planning			<ul><li>4. Develop plans based on the chosen profession or vocation</li><li>4.1. Short term plan</li><li>4.2. Long term plan</li></ul>	TP_CP-cp-NG-4
CAREER VALUING (C	v)			
<ul> <li>Career valuing</li> </ul>	Demonstrate understanding of the	Apply career valuing based on chosen career	Identify positive and negative attitudes towards career	TP_CP-cv-NG-1
	underlying concept and principles of career valuing	path	Display positive regard towards career     2.1. Shows appreciation in one's abilities     2.2. Shows appreciation in one's chosen career path	TP_CP-cv-NG-2
			3. Demonstrate career valuing e.g. punctuality, diligence, industriousness	TP_CP-cv-NG-3
EMPLOYMENT READ	INESS (er)			
Employment Readiness	Demonstrate understanding of actual job-related tasks	Apply actual job-related tasks in the workplace	Demonstrate the ability to choose and decide on the type of employment that the LWDs wants:     Competitive Employment     Supported Employment	TP_CP-er-NG-1



CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
			- Sheltered Employment	
			- Customized Employment	
			2. Perform actual job-related tasks in the workplace 2.1. Immersion	TP CP-er-NG-2
			<ul><li>2.2. Apprenticeship</li><li>2.3. Follow job-related instructions</li></ul>	17_Cr-ci-NG-2

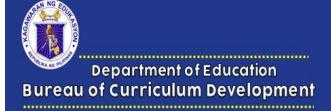
### Transition Program Career Skills Package Sample: TP\_CP-ca-NG-1

LEGEND		SAMPLE	
First entry	Career Package	Career Package	СР
Lower case Letter/s	Content	Career Planning	ср
	Level	Non-Graded	NG
Arabic Number	Learning Competency	Learning Competency 1	1

Content	Code
Career Planning	ср
Career Valuing	CV
Employment Readiness	er



## K to 12 Transition Curriculum for Learners with Disabilities Livelihood Package







Learning Area: **COTTAGE INDUSTRY** 

#### **Description**

Cottage Industry area offers hands-on experiences for learners with potential skills in developing basic concepts and disciplines in a cottage industry. This aims to develop to the learners the underlying principles and concept of cottage industry that will help them perform the developmental process of handicraft and produce based on the standard requirement of the cottage industry.

CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	SPED CODE		
1. INTRODUCTION TO	1. INTRODUCTION TO COTTAGE INDUSTRY (ICI)					
<ul> <li>Principles of</li> </ul>	Demonstrate	Perform the	1. Recognize the principles of cottage industry	TP_LPCI_ICI-NG-1		
<ul><li>Cottage Industry</li><li>Different Cottage</li></ul>	understanding of the underlying principles	developmental process of handicraft based on	2. Identify the different cottage industry	TP_LPCI_ ICI-NG-2		
Industry	and concept of cottage industry	the standard requirement of the cottage industry	3. Differentiate the different craft and produce under the cottage industry	TP_LPCI_ ICI-NG-3		
			4. Recognize the nature of work of the different cottage industry	TP_LPCI_ ICI-NG-4		
			5. Recognize the developmental concepts of each craft and produce	TP_LPCI_ ICI-NG-5		



CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	SPED CODE
2. PRODUCE COTTAGE	<b>INDUSTRY PRODUCTS</b>	(CIP)		
Different Craft and Product under the Cottage Industry     Fiber Craft     Woodcraft     Hat Weaving     Mat Weaving     Ceramics     Shell Craft     Toy Craft     Loom Weaving     Leather Craft	Demonstrates understanding of the underlying principles and concept of producing different types of handicrafts	Performs the developmental process producing handicrafts based on the standard requirement of the cottage industry	<ol> <li>Perform the procedure of the different craft and produce (but not limited to):         <ul> <li>Craft</li> <li>1.1 Fiber Craft</li> <li>1.2 Woodcraft</li> <li>1.3 Hat Weaving</li> <li>1.4 Mat Weaving</li> <li>1.5 Ceramics</li> <li>1.6 Shell Craft</li> <li>1.7 Toy Craft</li> <li>1.8 Loom Weaving</li> <li>1.9 Leather Craft</li> </ul> </li> </ol>	TP_LPCI_CIP-NG-1

#### **GLOSSARY**

Cottage Industry	It is a specialized form of small scale industry where the production of the commodity takes place in the homes and the labor is supplied by the family members only
Handicraft	Handicraft is defined as skills done with the hands or an occupation or craft done using the hands.

#### **Code Book Legend**

Sample: TP\_LPCI\_ici-NG-1

LEGEND		SAMPLE	
	Program	Transition Program	
First Entry	Cover Package	Livelihood Package Learning Area (Cottage Industry)	TP_LPCI
Lowercase Letter/s Domain/Content/ Component/ Topic		Introduction to Cottage Industry	ICI
*Put hyphen (-) after Level		Non-graded	NG
Arabic Number	Learning Outcomes		1

DOMAIN/ COMPONENT	CODE
Introduction to Cottage Industry	ICI
Produce Cottage Industry Products	CIP

Learning Area: **ENTREPRENEURSHIP** 

#### **Description**

Entrepreneurship area deals with self-employment on how to put up small business and how to become an entrepreneur. It covers the foundational concepts of a business enterprise, the business opportunities, identification of products and services and how to sell them.

CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	SPED CODE		
1. PERSONAL ENTRE	PRENEURIAL COMPETEN	ICIES (PECS)				
<ul><li>Entrepreneurship</li><li>Characteristics of Entrepreneurship</li></ul>	The learner  Demonstrates understanding of	The learner  Practices the foundational concepts	1. Explains the meaning and importance of "entrepreneurship"	TP_LPEN-PECS-NG-1		
<ul> <li>Successful Entrepreneurs and their business</li> </ul>	underlying concept and principle of an entrepreneurship.	of an entrepreneurial endeavor.	2. Discusses the characteristics of an entrepreneur	TP_LPEN-PECS-NG-2		
			3. Identifies successful entrepreneurs in the community, the country, and in other countries	TP_LPEN-PECS-NG-3		
2. ENVIRONMENT AN	2. ENVIRONMENT AND MARKET (EMT)					
<ul> <li>Types of business for goods and services</li> </ul>	The learner  Demonstrates understanding of	The learner	Identifies business to be generated (goods and/or services) at home and in the community	TP_LPEN-EMT-NG-1		



CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	SPED CODE
<ul><li>Business     Opportunities</li><li>Classification of different kinds of</li></ul>	underlying concept and principle of a business enterprise	Practices the foundational concepts of a business enterprise	2. Identifies business opportunities at home and in the community	TP_LPEN-EMT-NG-2
<ul><li>business</li><li>Different goods and services</li></ul>			3. Classifies the different kinds of business	TP_LPEN-EMT-NG-3
			4. Explains the difference between goods and services	TP_LPEN-EMT-NG-4
3. PRODUCT DEVELO	PMENT (PDT)		I	
Product and	The learner  Demonstrates	The learner	Identifies the products and services	TP_LPEN-PDT-NG-1
<ul><li>services</li><li>Market for goods and services</li><li>Sellers and Buyers</li></ul>	understanding of underlying concept and principle of producing and	Performs selling and producing products and services based on needs and demands	2. Identifies the appropriate market for goods and services	TP_LPEN-PDT-NG-2
<ul><li>Product Selling</li><li>Producing products</li></ul>	selling products and services		3. identifies the sellers and buyers	TP_LPEN-PDT-NG-3
			4. sells products based on needs and demands	TP_LPEN-PDT-NG-4
			5. produces simple products	TP_LPEN-PDT-NG-5

#### **GLOSSARY**

Personal Entrepreneurial Competencies (PECs)	It refers to the key characteristics that should be possessed by successful entrepreneurs in order to perform entrepreneurial functions effectively.
Entrepreneurship	It is described as the capacity and willingness to develop, organize and manage a business venture along with any of its risks in order to make a profit.
Business	It is work relating to the production, buying, and selling of goods or services.
Product Development	The creation of products with new or different characteristics that offer new or additional benefits to the customer.

#### **Code Book Legend**

Sample: TP\_LPEN-PECS-NG-1

LEGEN	D	SAMP	LE	
	Program	Transition Program		
First Entry	Cover Package	Livelihood Package Learning Area	TP_LPEN	
Lowercase Letter/s	Domain/Content/ Component/ Topic	Personal Entrepreneurial Competencies	PECS	
Uppercase Letter/s *Put hyphen (-) after level	Level	Non-graded	NG	
Arabic Number	Learning Outcomes	Explains the meaning and importance of "entrepreneurship"	1	

DOMAIN/ COMPONENT	CODE
Personal Entrepreneurial Competencies	PECS
Environment and Market	EMT
Product Development	PDT

#### **Learning Area: ICT/COMPUTER OPERATIONS**

The ICT area covers common competencies such as: 1) practicing Occupational Health and Safety Procedures (OHS); 2) operate a personal computer; 3) operate a word processing software; 4) operate a spreadsheet software; 5) operate a presentation program; and 6) use e-mail and search the web using browser.

	CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS		LEARNING COMPETENCY	CODE
0	ccupational Health and S	afety Procedures (O	HS)			
•	Hazards and Risks - Types of workplace	Demonstrate understanding of	Observes and practices	1.	Identify the types of workplace hazards and risks	TP_LPICT-CO_OHS-NG-1
	hazards and risks - Hazards and risks	the concepts and underlying principles	occupational health and safety	2.	Recognize hazards and risks indicators in the workplace	TP_LPICT-CO_OHS-NG-2
	indicators - Workplace procedures	of Occupational Health and Safety (OHS) procedures in	procedures in the workplace.	3.	Determine the effects of hazards and risks in the workplace	TP_LPICT-CO_OHS-NG-3
	<ul> <li>Contingency measures</li> </ul>	relation to hazards and risks in the		4.	Recognize contingency measures in the workplace	TP_LPICT-CO_OHS-NG-4
	<ul> <li>Effects of hazards and risks</li> </ul>	workplace.			Recognize health and safety procedures in the workplace	TP_LPICT-CO_OHS-NG-5
•	Occupational Health and Safety			6.	Identify the different personal protective equipment to be used in the workplace	TP_LPICT-CO_OHS-NG-6
	<ul> <li>Health and safety procedures</li> </ul>			7.	Identify organizational protocol in the workplace	TP_LPICT-CO_OHS-NG-7
	<ul><li>Personal protective equipment</li><li>Organizational</li></ul>			8.	Identify the different personal protective equipment to be used in the workplace	TP_LPICT-CO_OHS-NG-8
	protocol			9.	Identify the importance of understanding - hazards and risks	TP_LPICT-CO_OHS-NG-9

CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
<ul> <li>Occupational health and safety regulations</li> </ul>			<ul> <li>contingency measures</li> <li>health and safety         procedures</li> <li>personal protective         equipment</li> </ul>	
			10. Observe health and safety procedures to avoid hazards and risk	TP_LPICT-CO_OHS-NG-10
			11. Follow organizational protocols in the workplace	TP_LPICT-CO_OHS-NG-11
<b>Personal Computer Operat</b>	tion (PCO)			
<ul><li>Personal</li></ul>	Demonstrates	Performs basic	1. Identify parts of a computer	TP_LPICT-CO_PCO-NG-1
(Desktop/Laptop) Computer	understanding of operating a personal	computer operation based on standard	Identify different functions of computer	TP_LPICT-CO_PCO-NG-2
<ul><li>Introduction</li><li>Parts and function</li><li>Computer Hardware and</li></ul>	computer	specifications	Identify the different computer hardware and software	TP_LPICT-CO_PCO-NG-3
<ul><li>Software</li><li>Computer operation</li></ul>			4. Differentiate a hardware to a software	TP_LPICT-CO_PCO-NG-4
procedures - Basic troubleshooting in starting and			5. Identify the proper procedures in starting and shutting down computer	TP_LPICT-CO_PCO-NG-5
shutting down computer			6. Performs starting and shutting down computer	TP_LPICT-CO_PCO-NG-6
<ul><li>Basic computer</li><li>window setting</li><li>Files and Folders</li></ul>			7. Identify the steps in arranging and customizing desktop/windows setting	TP_LPICT-CO_PCO-NG-7





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
<ul> <li>Printing processes and basic</li> </ul>			8. Arrange/customize desktop and window settings	TP_LPICT-CO_PCO-NG-8
troubleshooting - Install/uninstall computer software/programs			<ul> <li>9. Identify the procedures in</li> <li>- creating a folder</li> <li>- deleting a folder</li> <li>- renaming a folder</li> <li>- organizing files in a folder</li> </ul>	TP_LPICT-CO_PCO-NG-9
			10. Perform the procedures in - creating a folder - deleting a folder - renaming a folder - organizing files in a folder	TP_LPICT-CO_PCO-NG-10
			11. Identify the steps in installing/uninstalling computer software/programs	TP_LPICT-CO_PCO-NG-11
			12. Install/uninstall a computer software/s/ and/or program/s	TP_LPICT-CO_PCO-NG-12
<b>Word Processing Software</b>	Operation (WPS)			
<ul> <li>Word Processing</li> <li>Software</li> </ul>	Demonstrates understanding of	Operates Word Processing software	Identify the word processing interface	TP_LPICT-CO_WPS-NG-1
<ul><li>Introduction</li><li>Parts and tools of</li></ul>	operating a Word Processing software	and creates document based on	2. Identify the parts and tools to be used in word processing	TP_LPICT-CO_WPS-NG-2
word processing • Creating a document		standard specifications	Identify the procedures in creating a document	TP_LPICT-CO_WPS-NG-3
<ul><li>Document formatting</li><li>Design</li></ul>			4. Use tools correctly in creating a document	TP_LPICT-CO_WPS-NG-4
- Page background			Identify the tools used in document formatting	TP_LPICT-CO_WPS-NG-5





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
<ul> <li>Page layout and</li> </ul>			6. Utilize the page layout tab in	TP_LPICT-CO_WPS-NG-6
appearance			changing the layout and	
- Page Setup			appearance of a document	
- Paragraph			7. Identify the tools used in lay	TP_LPICT-CO_WPS-NG-7
- Arrange			outing and enhancing the	
<ul> <li>Table formatting</li> </ul>			appearance of a document	
- Table Style			8. Apply changes in the	TP_LPICT-CO_WPS-NG-8
- Layout			document using page layout	
<ul> <li>Illustrations</li> </ul>			and appearance	
- Pictures			9. Identify the tools used in	TP_LPICT-CO_WPS-NG-9
- Shapes			table formatting	
- SmartArt			10. Insert a table and change its	TP_LPICT-CO_WPS-NG-10
- Chart			style and/or layout	
- Screenshot			11. Identify the tools used in	TP_LPICT-CO_WPS-NG-11
• Text			adding illustrations in a	
- Text Box			document	
- WordArt			12. Add illustrations using the	TP_LPICT-CO_WPS-NG-12
<ul> <li>Header, Footer and</li> </ul>			different tabs/options	
Page Number			- pictures	
<ul> <li>Saving and naming a</li> </ul>			- shapes	
document			- SmartArt	
<ul><li>Views</li></ul>			- Chart	
- Read Mode			- Screenshot	
- Print Layout			13. Identify tools used in adding	TP_LPICT-CO_WPS-NG-13
- Web Layout			and enhancing text	
<ul> <li>Printing</li> </ul>			14. Add and enhance a text	TP_LPICT-CO_WPS-NG-14
			added in a document	



CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
			15. Identify the tools used in	TP_LPICT-CO_WPS-NG-15
			adding header, footer and	
			page number	
			16. Insert header, footer and	TP_LPICT-CO_WPS-NG-16
			page number in a document	
			17. Create a document using the	TP_LPICT-CO_WPS-NG-17
			different tools/tabs	
			18. Follow procedures in	TP_LPICT-CO_WPS-NG-18
			enhancing a document using	
			the different tools/tabs	
			19. Save and insert a	TP_LPICT-CO_WPS-NG-19
			name/rename a document	
			20. Identify the different view	TP_LPICT-CO_WPS-NG-20
			tools in word processing	TD
			21. Use the different view tools according to purpose	TP_LPICT-CO_WPS-NG-21
			22. Identify tools used in printing	TP_LPICT-CO_WPS-NG-22
			a document	
			23. Print the document using the	TP_LPICT-CO_WPS-NG-23
			tools correctly	
<b>Spreadsheet Software Op</b>	eration (SSO)			
<ul> <li>Spreadsheet Software</li> </ul>	Demonstrates	Operates	1. Identify the spreadsheet	TP_LPICT-CO_SSO-NG-1
- Introduction	understanding of	Spreadsheet	interface	
<ul> <li>Parts and tools of</li> </ul>	operating a	Software and	2. Identify the parts and tools to	TP_LPICT-CO_SSO-NG-2
spreadsheet interface	Spreadsheet	creates worksheet	be used in word spreadsheet	
<ul> <li>Adjusting cells</li> </ul>	Software	based on standard	3. Identify the procedures in	TP_LPICT-CO_SSO-NG-3
<ul> <li>Creating a worksheet</li> </ul>		specifications	creating a worksheet	





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
<ul> <li>Worksheet formatting</li> </ul>			4. Use tools correctly in creating	TP_LPICT-CO_SSO-NG-4
- Design			a worksheet	
- Page background			5. Identify the tools used in	TP_LPICT-CO_SSO-NG-5
<ul> <li>Page layout and</li> </ul>			worksheet formatting	
appearance			6. Utilize the page layout tab in	TP_LPICT-CO_SSO-NG-6
- Page Setup			changing the layout and	
- Paragraph			appearance of a worksheet	
- Arrange			7. Identify the tools used in	TP_LPICT-CO_SSO-NG-7
<ul> <li>Table formatting</li> </ul>			layouting and enhancing the	
- Table Style			appearance of a worksheet	
- Layout			8. Apply changes in the	TP_LPICT-CO_SSO-NG-8
• Illustrations			worksheet using page layout	
- Pictures			and appearance	
- Shapes			9. Identify the tools used in	TP_LPICT-CO_SSO-NG-9
- SmartArt			table formatting	
- Chart			10. Insert a table and change its	TP_LPICT-CO_SSO-NG-10
- Screenshot			style and/or layout	
• Text			11. Identify the tools used in	TP_LPICT-CO_SSO-NG-11
- Text Box			adding illustrations in a	
- WordArt			worksheet	
• Function Library			12. Add illustrations using the	TP_LPICT-CO_SSO-NG-12
- Math and Trigo			different tabs/options	
Sort and Filter			- Pictures	
• Views			- Shapes	
- Normal			- SmartArt	
- Page Break Preview			- Chart	
- Page Layout			- Screenshot	



CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
• Printing			13. Identify tools used in adding	TP_LPICT-CO_SSO-NG-13
			and enhancing text	
			14. Add and enhance a text	TP_LPICT-CO_SSO-NG-14
			added in a worksheet	
			15. Identify the tools used in	TP_LPICT-CO_SSO-NG-15
			adding header, footer and	
			page number	
			16. Insert header, footer and	TP_LPICT-CO_SSO-NG-16
			page number in a worksheet	
			17. Create a worksheet using the	TP_LPICT-CO_SSO-NG-17
			different tools/tabs	
			18. Follow procedures in	TP_LPICT-CO_SSO-NG-18
			enhancing a worksheet using	
			the different tools/tabs	
			19. Identify the use of sort of and	TP_LPICT-CO_SSO-NG-19
			filter tools in tables	
			20. Use sort and filter tools in	TP_LPICT-CO_SSO-NG-20
			table elements	
			21. Identify the different view	TP_LPICT-CO_WPS-NG-21
			tools in word processing	
			22. Use the different view tools	TP_LPICT-CO_WPS-NG-22
			according to purpose	
			23. Identify tools used in printing	TP_LPICT-CO_SSO-NG-23
			a document	
			24. Print the document using the	TP_LPICT-CO_SSO-NG-24
			tools correctly	
			·	

	CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY CODE
P	resentation Program Ope	eration (PPO)		
•	Presentation program - Introduction	Demonstrates understanding of	Operates Presentation	1. Identify the presentation TP_LPICT-CO_PPO-NG-1 interface
	<ul> <li>Parts and tools of a presentation program</li> </ul>	operating a Presentation	Program and creates slideshow	2. Identify the parts and tools to be used in presentation
•	Create a slideshow Slideshow designing	Program	presentation based on standard	3. Identify the procedures in creating a slideshow
	<ul><li>Themes</li><li>Variants</li></ul>		specifications	4. Use tools correctly in creating TP_LPICT-CO_PPO-NG-4 a slideshow
•	<b>Table formatting</b> - Table Style			5. Identify the tools used in Slideshow designing TP_LPICT-CO_PPO-NG-5
•	- Layout <b>Images</b>			6. Add and change themes and variants  TP_LPICT-CO_PPO-NG-6
	<ul><li>Pictures</li><li>Screenshot</li></ul>			7. Identify the tools used in table formatting TP_LPICT-CO_PPO-NG-7
	<ul><li>Photo Album</li><li>Online Pictures</li></ul>			8. Insert a table and change its style and/or layout TP_LPICT-CO_PPO-NG-8
•	<ul><li>Illustrations</li><li>Shapes and Shape</li><li>Styles</li></ul>			9. Identify the tools used in adding illustrations in a slideshow
	<ul><li>SmartArt</li><li>Chart</li></ul>			10. Add illustrations using the different tabs/options  TP_LPICT-CO_PPO-NG-10
•	Text - Text Box - WordArt Styles			- Shapes and Shape Styles - SmartArt - Chart
•	<ul> <li>Header and Footer</li> <li>Media</li> </ul>			11. Identify tools used in adding and enhancing text



	CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
•	<ul><li>Video</li><li>Audio</li><li>Screen Recording</li></ul> Transition			12. Add and enhance a text added in a slideshow using - WordArt Styles - Header and Footer	TP_LPICT-CO_PPO-NG-12
	- Transition to this Slide			13. Identify the tools used in adding header and footer	TP_LPICT-CO_PPO-NG-13
•	- Timing <b>Animation</b>			14. Insert header and footer in a slideshow	TP_LPICT-CO_PPO-NG-14
	<ul><li>Effect Options</li><li>Add Animation</li></ul>			15. Identify tools in adding transition to slides	TP_LPICT-CO_PPO-NG-15
	(Entrance, Emphasis, Exit)			16. Add transitions to slides and elements in a slideshow	TP_LPICT-CO_PPO-NG-16
•	Saving and naming a presentation Presentation Views			17. Identify effect options/animation options in enhancing a slideshow	TP_LPICT-CO_PPO-NG-17
	<ul><li>Normal</li><li>Outline View</li><li>Slide Sorter</li></ul>			18. Include effect options/animations to elements	TP_LPICT-CO_PPO-NG-18
	<ul><li>Notes page</li><li>Reading View</li></ul>			19. Create a slideshow using the different tools/tabs	TP_LPICT-CO_PPO-NG-19
•	Slideshow Adding Notes Printing			20. Follow procedures in enhancing a slideshow using the different tools/tabs	TP_LPICT-CO_PPO-NG-20
				21. Save and include a name for presentation	TP_LPICT-CO_PPO-NG-21
				22. Identify the tools used in presentation views	TP_LPICT-CO_PPO-NG-22

CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
			23. Apply changes in the presentation views	TP_LPICT-CO_PPO-NG-23
			24. Identify the use of different slideshow options	TP_LPICT-CO_PPO-NG-24
			25. Use slideshow options properly	TP_LPICT-CO_PPO-NG-25
			26. Use the different view tools according to purpose	TP_LPICT-CO_PPO-NG-26
			27. Identify tools used in printing a document	TP_LPICT-CO_PPO-NG-27
			28. Print the document using the tools correctly	TP_LPICT-CO_PPO-NG-28
E-mail and Web Browser (	EWB)			
• Internet	Demonstrates	Creates e-mail	1. Identify the uses of internet	TP_LPICT-CO_EWB-NG-1
<ul> <li>Introduction to internet</li> </ul>	understanding of using e-mail and	account and constructs	2. Identify the importance of	TP_LPICT-CO_EWB-NG-2
- Importance of	search the web	electronic	using internet	TD I DICT CO. FWD NC 3
internet - Types of internet browser	using browser	messages based on	3. Identify the different internet browsers	TP_LPICT-CO_EWB-NG-3
<ul> <li>Internet safety tips</li> <li>Internet</li> </ul>		quality standards	4. Identify the internet safety tips and etiquette/netiquette	TP_LPICT-CO_EWB-NG-4
etiquette/Netiquette • E-mail			5. Identify the importance of following to internet safety	TP_LPICT-CO_EWB-NG-5
- Introduction to			tips and netiquette	
email - Importance of email			Browse topics/ideas using any internet browser	TP_LPICT-CO_EWB-NG-6
			7. Identify the use of e-mail	TP_LPICT-CO_EWB-NG-7





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
<ul><li>Types of e-mail providers</li><li>Procedures in</li></ul>			8. Identify the importance of using e-mail	TP_LPICT-CO_EWB-NG-8
creating an e-mail			<ol><li>Identify the different email providers</li></ol>	TP_LPICT-CO_EWB-NG-9
<ul> <li>Procedures in sending, replying,</li> </ul>			10. Identify the tools used in creating an e-mail account	TP_LPICT-CO_EWB-NG-10
and organizing messages - Procedures in			11. Identify the procedures in - sending messages	TP_LPICT-CO_EWB-NG-11
attaching files in an e-mail			<ul><li>replying to messages</li><li>organizing messages</li></ul>	
			12. Identify steps in attaching files to e-mail	TP_LPICT-CO_EWB-NG-12

# Learning Area: ICT/COMPUTER HARDWARE SERVICING

The computer hardware servicing area covers four common competencies such as: 1) use of tools; 2) maintaining tools, equipment and paraphernalia; 3) performing mensuration and calculation; and 4) practicing Occupational Health and Safety (OHS) procedures.

	CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS		LEARNING COMPETENCY	CODE
	1. USE OF HAND TOOLS AN	ND EQUIPMENT (U	TE)			
	Tools and equipment in computer hardware servicing Types and functions of	Demonstrates understanding on the different tools and equipment in	Uses hand tools and equipment for computer hardware servicing.	1.	Identify the different tools and equipment used in computer hardware servicing	TP_LPICT-CHS_UTE-NG-1
•	hand tools and equipment Hand tools and equipment inspection and proper storage	computer hardware and its uses		2.	Identify the importance of using tools and equipment in computer hardware servicing	TP_LPICT-CHS_UTE-NG-2
				3.	Identify the uses of the different tools and equipment in hardware servicing	TP_LPICT-CHS_UTE-NG-3
				4.	Checks the list of tools and equipment to be used per job requirement	TP_LPICT-CHS_UTE-NG-4
				5.	Inspects the requested tools and equipment	TP_LPICT-CHS_UTE-NG-5
				6.	Assesses the condition of all hand tools and equipment for proper operation and safety	TP_LPICT-CHS_UTE-NG-6

	CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS		LEARNING COMPETENCY	CODE
ı	Maintenance of Hand Tools	, Equipment and P	araphernalia (mte)			
•	Computer Hardware Servicing Hand Tools, Equipment and Paraphernalia	Demonstrates understanding on the uses and maintenance of	Performs proper use and maintenance of computer hardware servicing tools,	1.	Identify the different computer hardware servicing hand tools, equipment and paraphernalia	TP_LPICT-CHS_MTE-NG-1
•	Maintenance of Computer Hardware Servicing Hand Tools, Equipment and Paraphernalia - Cleaning tools	computer hardware servicing tools, equipment and paraphernalia.	equipment and paraphernalia.	2.	Identify the uses of different computer hardware servicing hand tools, equipment and paraphernalia 2.1 Cleaning tools 2.2 Diagnostic tools	TP_LPICT-CHS_MTE-NG-2
•	Corrective measures of hand tools, equipment and paraphernalia  - Diagnostic tools  - Storage of Computer Hardware Servicing Hand Tools, Equipment and			3.	Identify the procedures in maintaining computer hardware servicing using hand tools, equipment and paraphernalia 3.1 Cleaning tools 3.2 Diagnostic tools 3.3 Storage of tools	TP_LPICT-CHS_MTE-NG-3
•	Paraphernalia Common problems/malfunctions of computer hardware servicing hand tools, equipment and paraphernalia				Perform preventive maintenance of computer hardware servicing hand tools, equipment and paraphernalia Identify common problems/malfunctions of computer hardware servicing	TP_LPICT-CHS_MTE-NG-4  TP_LPICT-CHS_MTE-NG-5

CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY CODE
<ul> <li>Accomplishing and submitting report</li> </ul>			hand tools, equipment and paraphernalia
			6. Perform proper maintenance and diagnostics to malfunctioning computer hardware servicing hand tools, equipment and paraphernalia
			7. Identify procedures in accomplishing report to property custodian
			8. Accomplish a report to be submitted to the property custodian
<b>Mensuration and Calculation</b>	on Procedures (MCI	P)	
<ul> <li>Computer         measurements based         on the following:         <ul> <li>Memory</li> </ul> </li> </ul>	Demonstrates understanding of concepts in performing	Performs accurate measurement and calculation of computer hardware	1. Identify the different computer hardware to be measured
<ul><li>Capacity</li><li>Speed</li><li>Performance</li><li>Four fundamental</li></ul>	measurement and calculation of computer hardware		2. Identify procedures in performing accurate mensuration and calculation
<ul><li>operations</li><li>Checking accuracy of computation</li></ul>	naraware		of computer hardware based on 2.1 Memory
33.iipatatioii			<ul><li>2.2 Capacity</li><li>2.3 Speed</li><li>2.4 Performance</li></ul>





	CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS		LEARNING COMPETENCY	CODE
				3.	Uses the correct specifications as specified in the operating system	TP_LPICT-CHS_MCP-NG-3
				4.	Computes basic mensuration according to given specifications	TP_LPICT-CHS_MCP-NG-4
				5.	Performs calculation needed to complete task using the four mathematical fundamental operations (addition, subtraction, multiplication and division)	TP_LPICT-CHS_MCP-NG-5
				6.	Employs different techniques in checking accuracy of the computation	TP_LPICT-CHS_MCP-NG-6
C	CCUPATIONAL HEALTH A					
•	<ul><li>Hazards and Risks</li><li>Types of workplace</li></ul>	Demonstrates understanding of	Observes and practices occupational	1.	Identify the types of workplace hazards and risks	TP_LPICT-CHS_OHS-NG-1
	hazards and risks - Hazards and risks	the concepts and underlying	health and safety procedures in the	2.	Identify hazards and risks indicators in the workplace	TP_LPICT-CHS_OHS-NG-2
	<ul><li>indicators</li><li>Workplace procedures</li><li>Contingency measures</li></ul>	principles of Occupational Health and Safety	workplace.	3.	Identify the effects of hazards and risks in the workplace	TP_LPICT-CHS_OHS-NG-3
	<ul> <li>Effects of hazards and risks</li> </ul>	(OHS) procedures in relation to		4.	Identify contingency measures in the workplace	TP_LPICT-CHS_OHS-NG-4
		hazards and risks in the workplace.		5.	Identify health and safety procedures in the workplace	TP_LPICT-CHS_OHS-NG-5



CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
<ul> <li>Occupational Health and Safety</li> <li>Health and safety</li> </ul>			6. Identify the different personal protective equipment to be used in the workplace	TP_LPICT-CHS_OHS-NG-6
procedures - Personal protective			7. Identify organizational protocol in the workplace	TP_LPICT-CHS_OHS-NG-7
equipment - Organizational protocol			8. Identify the different personal protective equipment to be used in the workplace	TP_LPICT-CHS_OHS-NG-8
- Occupational health and safety regulations			9. Identify the importance of understanding  - hazards and risks	TP_LPICT-CHS_OHS-NG-9
			- contingency measures - health and safety procedures	
			- personal protective equipment	
			10. Observe health and safety procedures to avoid hazards and risk	TP_LPICT-CHS_OHS-NG-10
			11. Follow organizational protocols in the workplace	TP_LPICT-CHS_OHS-NG-11

## **GLOSSARY**

Computer System	The complete computer comprises the central processing unit (CPU), memory and related electronics (main cabinet), all the peripheral devices connected to it, and its operating system. Computer systems fall into two broad divisions: clients and servers. Client machines fall into three categories from low to high end: laptop, desktop, and workstation. Servers range from small to large: low-end, midrange, and mainframes.
Information and Communication Technology (ICT)	It refers to technologies associated with the transmission and exchange of data in the form of sound, text, visual images, signals or any other form or any combination of those forms through the use of digital technology.
Occupational Health and Safety (OHS)	It refers to the legislation, policies, procedures and activities that aim to protect the health, safety and welfare of all people at the workplace.
Hardware	Includes the physical parts or components of a computer, such as the central processing unit, monitor, keyboard, computer data storage, graphic card, sound card, speakers and motherboard.
Software	Includes the operating system and all the utilities that enable the computer to function.
Word Processing Software	It is software or a device that allows users to create, edit, and print documents. It enables you to write text, store it electronically, display it on a screen, modify it by entering commands and characters from the keyboard, and print it.
Spreadsheet Software	It is a software application capable of organizing, storing and analyzing data in tabular form. The application can provide digital simulation of paper accounting worksheets.
Presentation Program	It is a software package used to display information in the form of a slide show. It has three major functions: an editor that allows text to be inserted and formatted, a method for inserting and manipulating graphic images, and a slide-show system to display the content.
Internet Browser	It also known as a web browser or simply a browser, is a software program that you use to access the internet and view web pages on your computer.



# **Code Book Legend**

Sample: TP\_LPICT-CO\_ohs-NG-1

LEGEN	ID	SAMPLE		
	Program	Transition Program		
First Entry	Cover Package	Livelihood Package Learning Area	TP_LPITC	
	Area of Specialization	Computer Operation	со	
Lowercase Letter/s	Domain/Content/ Component/ Topic	Operational Health and Safety	OHS	
Uppercase Letter/s *Put hyphen (-) after level	Level	Non-graded	NG	
Arabic Number	Learning Outcomes	Basic concept in ICT	1	

DOMAIN/ COMPONENT	CODE
Occupational Health and Safety Procedures	OHS
Personal Computer Operation	PCO
Word Processing Software Operation	WPS
Spreadsheet Software Operation	SSO
Presentation Program Operation	PPO
E-mail and Web Browser	EWB
Use Of Hand Tools And Equipment	UTE
Maintenance of Hand Tools, Equipment, And Paraphernalia	MTE
Mensuration And Calculation Procedures	MCP
Occupational Health And Safety Procedures	OHSP

**Learning Area: HILOT (WELLNESS MASSAGE)** 

# **Description:**

Wellness Massage covers the following the basic concepts job performance and skills, wellness massage program, pre-services for wellness massage, wellness massage techniques and post-advice and post-services activities.

	CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCIES	CODE
U	NDERSTANDING THE BA	SIC CONCEPTS IN HI	LOT (WELLNESS MA	ASSAGE) (BCH)	
•	Core concepts in hilot (wellness massage) Health and healing	Demonstrates understanding of the underlying concepts	Exhibits competencies independently in	1. Discuss the basic concepts of hilot (wellness massage)	TP_LPWM-BCH-NG- 1
	concept of hilot (wellness massage)  O History and development of wellness massage in the Philippines O Wellness Massage Framework	in wellness massage	wellness massage	2. Discuss the health and healing concept of hilot (wellness massage) 2.1 History and development of wellness massage in the Philippines 2.2 Wellness Massage Framework	TP_LPWM-BCH-NG-2
•	Healing concepts  o Valuing process "pagpapahalaga"			3. Discuss the healing concepts of hilot (wellness massage)	TP_LPWM-BCH-NG-3
•	Benefits of hilot (wellness massage)			4. Explain the benefits of hilot (wellness massage)	TP_LPWM-BCH-NG- 4
D	<b>EVELOPING JOB PERFO</b>	RMANCE AND SKILLS	(JPS)		
•	Participating in workplace	Demonstrates understanding of the	Performs tasks in accordance to job	1. Participate in workplace communication	TP_LPWM-JPS-NG-1
	communication	delivery of efficient job performance and	requirement	2. Identify own role and responsibility within team	TP_LPWM-JPS-NG-2



	CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCIES	CODE
•	Working in a team environment Career professionalism	excellent skills in performing tasks		3. Recognize one's work as a team member	TP_LPWM-JPS-NG-3
F	PERFORMING OCCUPATION	ONAL SAFETY AND HE	ALTH (POS)		
•	Occupational health and safety Infection control policies and procedures	Demonstrates understanding of the underlying concepts in performing	Performs occupational safety and health in the workplace	<ol> <li>Recognize the infection control policies and procedures</li> <li>Respond effectively to</li> </ol>	TP_LPWM-POS-NG- 1 TP_LPWM-POS-NG-
•	Responding effectively to difficult/challenging behavior	occupational safety and health	Workplace	difficult/challenging behavior  3. Apply basic first aid techniques	TP_LPWM-POS-NG-3
•	Applying basic first aid techniques Maintaining high standard of patient/client services			4. Demonstrate proper standard of patient/client services	TP_LPWM-POS-NG- 4
l	INDERSTANDING THE HI	LOT (WELLNESS MAS	SAGE) PROGRAM (H	IWP)	
•	Clients' vital information Hilot (Wellness Massage)	Demonstrates understanding of the	Performs client consultation and	1. Identify vital information of the client	TP_LPWM-HWP-NG-1
•	Program Hilot (Wellness Massage)	dynamics and components of the	pre-work in preparing wellness	2. Explain hilot (wellness massage) program	TP_LPWM-HWP-NG-2
•	Techniques Hilot (Wellness Massage) Services and Products	wellness massage program.	program	<ul><li>3. Identify hilot (wellness massage) techniques</li><li>4. Explain wellness massage</li></ul>	TP_LPWM-HWP-NG-3 TP_LPWM-HWP-NG-4
	<ul><li>Use of coconut- based oils</li></ul>			services and products - Use of coconut-based oils	



	CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCIES	CODE
	<ul> <li>Treatments (Herbal,</li> </ul>			- Treatments (Herbal, oils	
	oils and essentials, mineral and water)			and essentials, mineral and water)	
	<ul> <li>Pre-wellness massage</li> </ul>			5. Identify pre-wellness	TP_LPWM-HWP-NG-5
	and post- wellness			massage and post-wellness	
	massage services and			massage services and	
	products			products	
•	<ul> <li>Hilot Wellness Program</li> </ul>			6. Determine client's hilot	TP_LPWM-HWP-NG-6
	<ul> <li>Wellness massage</li> </ul>			(wellness massage) program	
	programs variations			products and services	TD 1 DWM 1 UVD NO T
•	Client's need assessment			7. Exhibit skills in dealing	TP_LPWM-HWP-NG-7
	<ul> <li>Products, Services</li> </ul>			with customers' queries,	
	<ul><li>Contra-indications</li><li>Client's records and</li></ul>			needs and preferences	TP_LPWM-HWP-NG-8
	documents preparation				TF_LFWM-TWF-NG-0
١,	<ul> <li>Customer service and</li> </ul>			8. Follow workplace policies	
	relation to clients			and procedures	
	<ul> <li>Workplace policies and</li> </ul>			and procedures	
	procedures				
	PERFORMING PRE-SERVI	<b>CES FOR HILOT (WEL</b>	LNESS MASSAGE) (	PSH)	
	<ul> <li>Essential skills in</li> </ul>	Demonstrates	Perform proper	1. Identify the essential	TP_LPWM-PSH-NG-
	scheduling clients	understanding of the	customer service	skills needed in	1
	<ul> <li>Communication skills</li> </ul>	delivery of quality and	skills and attitudes	scheduling clients	
	<ul> <li>Telephone etiquette</li> </ul>	efficient customer	to clients	- Communication skill	
	<ul> <li>Listening skills</li> </ul>	service		- Telephone etiquette	
	Non-verbal			- Listening skills	
	communication			- Non-verbal	
L				communication	





	CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCIES	CODE
•	Preparation of			2. Demonstrate the	TP_LPWM-PSH-NG-
	appointment schedule			preliminary services to	2
•	Conduct preliminary			clients	
	services to clients			3. Exhibit skills in dealing	TP_LPWM-PSH-NG-
	<ul><li>interview, vital</li></ul>			with customers' queries,	3
	signs, pulse rate,			needs, and preferences	
	respiratory rate			4. Discuss the wellness	TP_LPWM-PSH-NG-
•	Effective customer			massage products, services,	4
	service			and programs to clients	
	<ul> <li>Workplace policies</li> </ul>				TP_LPWM-PSH-NG- 5
	and procedures				5
•	Record keeping			5. Exhibit quality and	
	<ul> <li>Preliminary Service</li> </ul>			efficient customer service to	
	Procedures			develop positive relationship	
•	Wellness massage			with customers	
	products, services, and				
	programs				
Α	PPLYING WELLNESS MA	_			TD   D)
•	Hygiene and infection	Demonstrates	Performs various	1. Observe hygiene and	TP_LPWM-WMT-NG-1
	control practices	understanding of the	wellness massage	infection control practices	
•	Methods of scanning	different wellness	techniques based	2. Identify methods of	TP_LPWM-WMT-NG-2
•	Wellness massage	massage techniques	on customer's	scanning in wellness	
	techniques	and their proper	wellness programs	massage	
	<ul> <li>Methods in locating</li> </ul>	application and		3. Differentiate wellness	TP_LPWM-WMT-NG-3
	the imbalances in	procedures		massage techniques	
	the body			- Methods in locating the	
	<ul> <li>Massage pressure</li> </ul>			imbalances in the body	
	areas			- Massage pressure areas	





	CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCIES	CODE
	<ul><li>Strokes</li></ul>			Strokes	
	<ul> <li>long deep stroke</li> </ul>			4. Prepare pre-wellness	TP_LPWM-WMT-NG-4
	(Hagod)			hygiene practices	
	<ul> <li>short light stroke</li> </ul>			5. Prepare clients for	TP_LPWM-WMT-NG-5
	(Haplos)			wellness massage	
	<ul><li>one finger press</li></ul>			6. Perform wellness	TP_LPWM-WMT-NG-6
	(Pindot)			massage technique	
	<ul> <li>two or more finger</li> </ul>			7. Perform massage	TP_LPWM-WMT-NG-7
	press (Pisil)			pressure on areas with	
	<ul><li>grasping (Piga) –</li></ul>			appropriate duration,	
	optional			directions, and strokes	
•	Customized amount of			8. Perform self-assessment	TP_LPWM-WMT-NG-8
	pressure applied			for wellness massage	
•	Duration of application			session	
	of pressure			9. Perform the pre-massage	TP_LPWM-WMT-NG-9
•	Direction of massage			operation using hands and	
	<ul> <li>Generally towards</li> </ul>			fingers	
	the heart			10. Observe policies and	TP_LPWM-WMT-NG- 10
	<ul> <li>hot part of the body</li> </ul>			standards of the workplace	10
	to cold (thermal				
	flow)				
	<ul> <li>towards the lesser</li> </ul>				
	lumps				
•	Pre-massage procedure				
•	Use of hands and fingers				
	as medium based on				
	massage area/body part,				
	duration, frequency,				





	CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCIES	CODE
•	rhythm, and amount of pressure Workplace standard operating procedure Client responses				
P	<b>ERFORMING POST-ADVI</b>	CE AND POST-SERVI	CES (PAS)		
•	Aftercare service  o Aftercare service,	Demonstrates understanding of the	Exhibits professionalism and	Identify wellness     massage aftercare services	TP_LPWM-PAS-NG- 1
	workplace policies, and procedures  Monitoring clients  Aftercare products  Aftercare services  Rebooking clients	post-advice and post- services provided to clients	proper post- advice/post-services to clients	<ul><li>2. Observe aftercare service, workplace policies, and procedures</li><li>3. Differentiate the uses and benefits of wellness massage products offered to</li></ul>	TP_LPWM-PAS-NG-2  TP_LPWM-PAS-NG-3
•	<ul> <li>Wellness massage products</li> <li>Explaining wellness massage products to clients</li> <li>Recommending products to clients</li> <li>Explaining product benefits</li> <li>Other product comparisons</li> </ul>			clients  4. Practice professionalism in recommending products and explaining their benefits to clients.	TP_LPWM-PAS-NG-4

# Code Book Legend Sample: TP\_LPWM-BCH-NG-1

LEG	GEND	SAMPLE	
First Entry		Transition Program	TP
	Area of Specialization	Livelihood Package Wellness Massage	LPWM
Lowercase Letter/s	Domain/Content/ Component/Topic	Basic Concept in Wellness Massage	BCH
Uppercase Letter/s *Put hyphen (-) after level	Level	Non-graded	NG
Arabic Number	Learning Outcomes	Discuss the basic concepts of hilot (wellness massage)	1

DOMAIN/COMPONENT	CODE
Basic Concepts in	BWM
Wellness Massage	
Job Performance and	JPS
Skills	
Occupational Safety and	POS
Health	
Wellness Massage	WMP
Program	
Wellness Massage	WMT
Techniques	
Post-Advice and Post-	PAS
Services Techniques	

**Learning Area: Housekeeping** 

## **Description:**

The household services area covers the basic housekeeping services, workplace communication skills, working in a team environment, occupational health and safety procedures, workplace hygiene procedures, workplace and safety practices, effective customer service, housekeeping services to guests, cleaning and preparing rooms for incoming guests, valet/butler service, laundry linen and guest clothes, cleaning public areas, and facilities and equipment.

CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
BASIC HOUSEKEEPING	S SERVICES (BHS)			
Basic concepts in housekeeping	Demonstrates understanding of the basic	Exhibits common and basic competencies in	1. Identify common and basic concepts in housekeeping	TP_LPHS-BHS-NG-1
Career opportunities	concepts and principles in housekeeping	housekeeping	2. Discuss the relevance of housekeeping services	TP_LPHS-BHS-NG-2
			3. Identify career opportunities in housekeeping	TP_LPHS-BHS-NG-3
WORKPLACE COMMUN	ICATION (WCN)		, no abone oping	<u> </u>
<ul> <li>Obtaining and conveying workplace information</li> <li>Appropriate medium to transfer information and ideas</li> <li>Workplace</li> </ul>	Demonstrates understanding of the basic concepts and principles in workplace communication	Performs communication skills necessary in the workplace	1. Recognize specific and relevant information coming from appropriate sources  - Team members  - Suppliers  - Trade personnel  - Local government  - Industry bodies	TP_LPHS-WCN-NG-1
procedures for the			2. Recognize the appropriate medium to transfer information and ideas	TP_LPHS-WCN-NG-2





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
location and storage			- Memorandum	
of information			- Circular	
Simple conversations			- Notice	
on familiar topics			- Information discussion	
with work colleagues			- Follow-up or verbal	
<ul> <li>Simple verbal</li> </ul>			instructions	
instructions or			- Face-to-face	
requests			communication	TD I DUG MICH NG 2
<ul> <li>Routine procedures</li> </ul>			3. Recognize the workplace	TP_LPHS-WCN-NG-3
Likes, dislikes and			procedures for the location	
preferences			and storage of information	
<ul> <li>Meeting inputs,</li> </ul>			- Manual filing system	
purpose and			- Computer-based filing	
established protocols			system	TP LPHS-WCN-NG-4
Workplace			4. Use simple conversations	TP_LPHS-WCN-NG-4
interactions			on familiar topics with work	
interactions			colleagues	TD LDUC WON NO F
			5. Use/Respond to simple	TP_LPHS-WCN-NG-5
			verbal instructions or	
			requests 6. Describe the routine	TP_LPHS-WCN-NG-6
			procedures	TP_LPH3-WCN-NG-0
			_ !	TP_LPHS-WCN-NG-7
			7. Express likes, dislikes, and preferences	TP_LPTIS-VVCIV-IVG-7
			8. Follow meeting inputs	TP_LPHS-WCN-NG-8
			consistent with the meeting	
			purpose and established	
			protocols	
			- Observing meeting	
			protocols	





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
			<ul><li>Compliance with meeting decisions</li><li>Obeying meeting instructions</li></ul>	
			9. Observe workplace interactions - Face-to-face - Telephone - Electronic and two-way radio - Written including electronic, memos, instruction and forms, non- verbal including gestures, signals, signs, and diagrams	TP_LPHS-WCN-NG-9
<b>WORKING IN A TEAM </b>	ENVIRONMENT (WIE)		ana.g. anno	
Team role and scope in the workplace	Demonstrates understanding of the basic	Performs appropriate work in a team	Describe team role and scope in the workplace	TP_LPHS-WIE-NG-1
Role and responsibility within	concepts and principles in working in a team	environment	2. Identify own role and responsibility within a team	TP_LPHS-WIE-NG-2
a team  • Effective and appropriate contributions to complement team activities	environment		3. Give effective and appropriate contributions to complement team activities and objectives, based on individual skills and competencies and workplace context  - Work procedures and practices	TP_LPHS-WIE-NG-3





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
<ul> <li>Protocols in reporting using the standard operating procedures</li> <li>Customers and colleagues' diverse backgrounds</li> <li>Good relationship with colleagues</li> </ul>			- Conditions of work environments - Legislation and industrial agreements - Standard work practice including the storage, safe handling, and disposal of chemicals - Safety, environmental housekeeping and quality guidelines  4. Observe protocols in reporting using standard	TP_LPHS-WIE-NG-4
			operating procedures  5. Recognize the customers and colleagues' diverse backgrounds  6. Exhibit good relationship	TP_LPHS-WIE-NG-5  TP_LPHS-WIE-NG-6
			with colleagues	H _LINS WIL NO
<b>OCCUPATIONAL HEALT</b>	TH AND SAFETY PROCEDU	RES (OHS)		
<ul><li>Hazards and risks in the workplace</li><li>Basic first-aid procedures</li></ul>	Demonstrates understanding of the basic concepts and principles in practicing occupational health and safety procedures	Performs appropriate occupational health and safety procedures	1. Identify hazards and risks in the workplace to minimize or eliminate risk to coworkers, workplace, and environment in accordance with organization procedures	TP_LPHS-OHS-NG-1
			2. Exhibit control hazards and risks in the workplace	TP_LPHS-OHS-NG-2





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
			3. Perform basic first-aid procedures	TP_LPHS-OHS-NG-3
<b>WORKPLACE HYGIEN</b>	PROCEDURES (WHP)			
<ul><li>Hygiene risks</li><li>Hygiene procedures</li></ul>	Demonstrates understanding of the basic	Perform appropriate workplace hygiene	Identify and prevent hygiene risks	TP_LPHS-WHP-NG-1
,5 .	concepts and principles in workplace hygiene procedures	procedures	2. Follow hygiene procedures	TP_LPHS-WHP-NG-2
<b>WORKPLACE AND SAF</b>	ETY PRACTICES (WSP)			
Workplace     procedures for     health, safety, and	Demonstrates understanding of the basic concepts and principles in	Performs appropriate workplace and safety practices	Follow workplace     procedures for health, safety,     and security practices	TP_LPHS-WSP-NG-1
security practices <ul><li>Child protection duties</li></ul>	workplace and safety practices		2. Perform child protection duties relevant to the tourism industry	TP_LPHS-WSP-NG-2
<ul> <li>Appropriate procedure in dealing with emergency</li> </ul>			3. Demonstrate appropriate procedure in dealing with emergency situations	TP_LPHS-WSP-NG-3
situations • Safe personal			Practice safe personal presentation standards	TP_LPHS-WSP-NG-4
presentation standards • Safe and secure			5. Practice a safe and secure workplace	TP_LPHS-WSP-NG-5
workplace				
PROVIDING EFFECTIV	<u>E CUSTOMER SERVICE (PE</u>	(C)		
Procedure in greeting the costumer	Demonstrates understanding of the basic		Demonstrate the proper procedure in greeting the costumer	TP_LPHS-PEC-NG-1



CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
<ul> <li>Verbal and non- verbal communications</li> </ul>	concepts and principles in providing effective customer services	Exhibits competence in providing effective customer service	2. Practice proper verbal and non-verbal communications in a given situation	TP_LPHS-PEC-NG-2
Cultural and social differences			3. Demonstrate sensitivity to cultural and social differences	TP_LPHS-PEC-NG-3
<ul><li>Needs of customers</li><li>Appropriate rapport</li></ul>			4. Identify needs of customers	TP_LPHS-PEC-NG-4
<ul> <li>with customer</li> <li>Use of common business tools and</li> </ul>			5. Exhibit appropriate rapport with customer to enable high quality service delivery	TP_LPHS-PEC-NG-5
technology  Handling complaints/ conflicts			6. Use/Respond queries through the use of common business tools and technology	TP_LPHS-PEC-NG-6
			7. Respond properly to complaints/conflict situations, evaluation, and recommendations	TP_LPHS-PEC-NG-7
PROVIDING HOUSEKE	EPING SERVICES TO GUES	STS (PHS)		
<ul> <li>Acceptance and recording of housekeeping requests and service</li> </ul>	Demonstrates understanding of the basic concepts and principles in providing housekeeping	Demonstrates proper housekeeping services to guests	1. Demonstrate the proper acceptance and recording of housekeeping requests and service delivery	TP_LPHS-PHS-NG-1
<ul><li>delivery</li><li>Proper coordination with other departments</li></ul>	services to guests		<ul><li>2. Exhibit proper coordination with other departments</li><li>2.1 Other departments are updated on the status of service requests</li></ul>	TP_LPHS-PHS-NG-2





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
<b>CLEANING AND PREPA</b>	RING ROOMS FOR INCOM	IING GUESTS (CPR)		
<ul><li>Set up equipment and trolleys</li><li>Access rooms for</li></ul>	Demonstrates understanding of the basic concepts and principles in cleaning and preparing	Demonstrates proper procedures in cleaning and preparing rooms for incoming guests	Demonstrate proper procedure in preparing cleaning supplies and equipment required for servicing rooms	TP_LPHS-CPR-NG-1
<ul><li>servicing</li><li>Make up beds</li><li>Clean and clear</li></ul>	rooms for incoming guests		2. Identify the rooms requiring service based on the information supplied to the housekeeping staff	TP_LPHS-CPR-NG-2
<ul> <li>rooms</li> <li>Clean and store trolleys and</li> </ul>			3. Demonstrate proper procedures of fixing and checking of beds	TP_LPHS-CPR-NG-3
<ul> <li>equipment</li> <li>Cleaning supplies and equipment</li> <li>Furniture, fixtures, and fittings</li> </ul>			4. Exhibit proper procedures in checking and cleaning all furniture, fixtures, and fittings and hygiene/safety guidelines inside the room	TP_LPHS-CPR-NG-4
Room supplies			5. Demonstrate proper procedure in replenishing/ replacing room supplies	TP_LPHS-CPR-NG-5
PROVIDING VALET/BU	TLER SERVICE (PVS)			
<ul> <li>Provide valet</li> </ul>	Demonstrates	Demonstrates standards	1. Identify the role of valet	TP_LPHS-PVS-NG-1
services to guests	understanding of the basic	in providing valet/butler	2. Recognize the valet	TP_LPHS-PVS-NG-2
<ul><li>Display professional</li></ul>	concepts and principles in providing valet/butler	service	services within the limits of responsibility	
standards • Care for guest property	service		3. Demonstrate proper valet grooming and communication standards	TP_LPHS-PVS-NG-3





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
			4. Demonstrate proper care for guest property	TP_LPHS-PVS-NG-4
LAUNDRY LINEN AND	GUEST CLOTHES (LLG)			
<ul> <li>Collect laundry for laundering functions</li> <li>Perform</li> </ul>	Demonstrates understanding of the basic concepts and principles of laundry	Performs proper procedure in laundry	Exhibit the proper procedure in collecting laundry for laundering functions	TP_LPHS-LLG-NG-1
laundering functions Process laundered item Return laundered	,		2. Perform laundering functions - cleaning process - laundry equipment - laundering process	TP_LPHS-LLG-NG-2
item			3. Perform post cleaning laundry activity	TP_LPHS-LLG-NG-3
<b>CLEANING PUBLIC ARI</b>	AS, FACILITIES, AND EQU	JIPMENT (CPA)		
<ul> <li>Select and set up equipment and materials</li> </ul>	Demonstrates understanding of the basic concepts and principles in	Performs proper procedure in cleaning public areas, facilities,	1. Show proper selection and set up of equipment and materials	TP_LPHS-CPA-NG-1
<ul> <li>Apply cleaning technique</li> <li>Clean dry and wet areas</li> <li>Maintain and store cleaning</li> </ul>	cleaning public areas, facilities, and equipment	and equipment	2. Apply cleaning techniques 3. Identify the appropriate barricaded or warning signs to be placed in the work area to reduce risk to colleagues and customers	TP_LPHS-CPA-NG-2 TP_LPHS-CPA-NG-3
equipment and chemicals			4. Demonstrate proper cleaning of dry and wet areas	TP_LPHS-CPA-NG-4



Code Book Legend
Sample: TP\_LPHS-BHS-NG-1

LECEN	Sample: IF_		
LEGE	ND .	SAMPLE	
First Entry	Program	Transition Program	ТР
	Area	Livelihood Package Housekeeping Services	LPHS
Lowercase letter/s	Domain/ Content/ Component/ Topic	Basic Housekeeping Services	BHS
			-
Uppercase letters *put hyphen (-) in between letters	Level	Non-Graded	NG
Arabic Number	Learning Outcomes	Identify common and basic concepts in housekeeping	1
			-

<u> </u>	
DOMAIN / COMPONENT	CODE
BASIC HOUSEKEEPING SERVICES	BHS
WORKPLACE COMMUNICATION	WCN
WORKING IN A TEAM ENVIRONMENT	WIE
OCCUPATIONAL HEALTH AND SAFETY PROCEDURES	OHS
WORKPLACE HYGIENE PROCEDURES	WHP
WORKPLACE AND SAFETY PRACTICES	WSP
PROVIDING EFFECTIVE CUSTOMER SERVICE	PEC
PROVIDING HOUSEKEEPING SERVICES TO GUESTS	PHS
CLEANING AND PREPARING ROOMS FOR INCOMING GUESTS	CPR
PROVIDING VALET/BUTLER SERVICE	PVS
LAUNDRY LINEN AND GUEST CLOTHES	LLG
CLEANING PUBLIC AREAS, FACILITIES, AND EQUIPMENT	CPA

**Learning Area: GARMENTS** 

# **Description**

The garments area covers the basic concepts in setting up and operating sewing machines, performing basic maintenance, carrying out measurements and calculations, applying quality standards, drafting and cutting patterns for ladies' casual apparel, preparing and cutting materials for ladies' casual apparel, sewing ladies' casual apparel, applying finishing touches on ladies' casual apparel, drafting and cutting patterns for men's casual apparel, preparing and cutting materials for men's casual apparel, sewing men's casual apparel, and applying finishing touches on men's casual apparel.

CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
<b>SETTING UP AND OPE</b>	RATING SEWING MACH	IINES (SSM)		
<ul> <li>Types, parts, and functions of sewing machines</li> </ul>	Demonstrates understanding of the concepts in setting up	Exhibits appropriate skills and attitudes in setting up and	1. Identify the types, parts, and functions of sewing machines	TP_LPGM-SSM-NG-1
<ul> <li>Procedures in setting up a sewing machine</li> <li>Factors to consider in fabric selection</li> <li>Steps in operating</li> </ul>	and operating sewing machines	operating sewing machines	2. Demonstrate the proper procedures in setting up, conducting sample run, testing machine output, and re-adjusting the setting of sewing machine	TP_LPGM-SSM-NG-2
the sewing machine			3. Identify the factors to consider in fabric selection	TP_LPGM-SSM-NG-3
<ul> <li>Steps in operating the treadle machine</li> <li>Steps in operating the electric sewing</li> </ul>			<ul><li>4. Exhibit the proper sewing machine operation</li><li>Steps in operating the treadle machine</li><li>Steps in operating the</li></ul>	TP_LPGM-SSM-NG-4
machine			electric sewing machine	

CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
<ul> <li>Methods of data gathering and standards specifications of record matrix for setting-up of machines</li> <li>Procedures in filling up record matrix form and report preparation</li> </ul>			5. Demonstrate proper procedures in data gathering and maintaining records of sewing machine reports	TP_LPGM-SSM-NG-5
PERFORMING BASIC M	MAINTENANCE (PBM)			
Standard sewing machine	Demonstrates understanding of the	Exhibits appropriate skills and attitudes in	1. Identify the standard sewing machine operations	TP_LPGM-PBM-NG-1
<ul><li>operations</li><li>Common sewing machine problems,</li></ul>	knowledge in operating sewing machines, classifying, recording,	operating sewing machines, classifying, recording, and	2. Recognize the common sewing machine problems, causes, and remedies	TP_LPGM-PBM-NG-2
causes, and remedies • Procedure in cleaning the	and performing the major and minor maintenance of sewing machines	performing the major and minor maintenance of sewing machines	3. Exhibit the proper procedures in cleaning and lubricating the sewing machines	TP_LPGM-PBM-NG-3
<ul><li>sewing machines</li><li>Procedure in lubricating the</li></ul>			4. Exhibit health and safety procedures in sewing machine maintenance	TP_LPGM-PBM-NG-4
<ul><li>sewing machines</li><li>Health and safety procedures in</li></ul>			5. Prepare observation report on machine operation	TP_LPGM-PBM-NG-5





CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
sewing machine maintenance  Observation report on machine operation				
CARRYING OUT MEASI	UREMENTS AND CALCU	LATIONS (COM)		
Two systems of measurement	Demonstrates understanding of the	Exhibits appropriate skills and attitudes in	1. Identify the two systems of measurement	TP_LPGM-COM-NG-1
<ul><li>Measuring devices and their uses</li><li>Taking body</li></ul>	concepts in measurements and calculations	measurements and calculations and in estimation of costs of	2. Recognize the different measuring devices and their uses	TP_LPGM-COM-NG-2
<ul><li>measurements</li><li>Body points and lines</li><li>Simple calculation</li></ul>		projects based on job requirements	3. Apply appropriate type of measurement to be used in taking body measurements	TP_LPGM-COM-NG-3
using the four fundamental operations in math • Formulas and conversions			<ul><li>4. Demonstrate proper procedure in taking body measurements</li><li>4.1 Identify the body points and lines</li></ul>	TP_LPGM-COM-NG-4
<ul> <li>Length and width of material</li> <li>Estimating quantities of materials (fabric, threads, buttons, etc.)</li> </ul>			5. Performs simple calculations based on the requirements of the clients/customers 5.1 Identify the length and width of the material	TP_LPGM-COM-NG-5





CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
Bill of materials			5.2 Estimate quantities of materials (fabric, threads, buttons, etc.) 5.3 Determine the bill/cost of the materials	
<b>APPLYING QUALITY ST</b>	TANDARDS (AQS)			
<ul> <li>General standards of a finished apparel</li> </ul>	Demonstrates understanding of the	Exhibits appropriate skills and attitudes in	1. Recognize the well finished garment	TP_LPGM-AQS-NG-1
<ul><li>Defects/deviations</li><li>Causes of defects/deviations</li></ul>	concepts in applying quality standards to work operations	applying quality standards to work operations	2. Identify the causes of defects/deviations in a garment	TP_LPGM-AQS-NG-2
<ul><li>Preventive action to ensure quality</li><li>Basic information on the quality</li></ul>			3. Demonstrate the preventive action procedure to ensure a quality finished garment	TP_LPGM-AQS-NG-3
performance systematically recorded in accordance with the workplace procedure			4. Exhibit the skill in record management to ensure the quality of the garment 4.1 Systematically record basic information on the quality performance in accordance with the workplace procedures 4.2 Maintain records of work quality according to the job requirements	TP_LPGM-AQS-NG-4





CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
<b>DRAFTING AND CUTTI</b>	NG PATTERNS FOR LAD	<b>IES' CASUAL APPARE</b>	L (DCL)	
<ul><li>Kinds of patterns</li><li>Garment design for different ladies' apparel</li></ul>	Demonstrates understanding of the concepts in drafting and cutting basic or block	Exhibits appropriate skills and attitudes in drafting and cutting basic or block patterns	<ol> <li>Recognize the types of patterns and garment designs for different ladies' apparel</li> <li>Demonstrate the important</li> </ol>	TP_LPGM-DCL-NG-1 TP_LPGM-DCL-NG-2
<ul> <li>Salient measures to observe in drafting and cutting patterns</li> <li>Selecting fabrics for ladies' casual apparel</li> <li>Personal preferences and design</li> </ul>	patterns for ladies' casual apparel	for ladies' casual apparel	measures to consider in drafting and cutting patterns for ladies' apparel - Selecting fabrics for ladies' casual apparel - Personal preferences and design - Rules in taking body measurements - Procedure in taking body measurements	
<ul> <li>Rules in taking body measurements</li> <li>Procedure in taking body</li> </ul>			3. Demonstrate the proper procedure in drafting basic or blocking patterns using appropriate equipment and client specifications	TP_LPGM-DCL-NG-3
measurements • Drafting the basic patterns			4. Exhibit skills in manipulating, labelling, and cutting final patterns	TP_LPGM-DCL-NG-4





CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
PREPARING AND CUTT	TING MATERIALS FOR L	ADIES' CASUAL APPA	REL (PCM)	
<ul><li>Types of fabrics</li><li>Common faults found in fabrics</li></ul>	Demonstrates understanding of the concepts in preparing	Exhibits appropriate skills and attitudes in preparing and cutting	1. Identify the types and common faults found in fabrics	TP_LPGM-PCM-NG-1
<ul><li>Fabric folds</li><li>Pattern layout</li><li>Marking tools</li></ul>	and cutting materials for casual apparel	materials for casual apparel	2. Exhibit skills in fabric folds, pattern layout, marking, and transferring pattern markings	TP_LPGM-PCM-NG-2
<ul> <li>How to transfer pattern markings</li> </ul>			3. Identify the types and uses of cutting tools	TP_LPGM-PCM-NG-3
<ul> <li>Types of cutting tools and their uses</li> <li>Guidelines in cutting out the fabrics</li> </ul>			4. Demonstrate the proper procedure of cutting the fabrics according to the desired pattern	TP_LPGM-PCM-NG-4
SEWING LADIES' CASU	JAL APPAREL (SLC)			
<ul> <li>Key points in preparing cut parts of a garment</li> <li>Pinning a garment together</li> <li>Pressing techniques</li> </ul>	Demonstrates understanding of the concepts in preparing cut parts of a garment, sewing and assembling garment parts, and	Exhibits appropriate skills and attitudes in preparing cut parts of a garment, sewing and assembling garment parts, and	<ul><li>1. Identify the key points in preparing cut parts of a garment</li><li>- Pinning a garment together</li><li>- Exhibit the pressing techniques</li></ul>	
<ul> <li>Preparing the sewing machine for operation</li> <li>Sewing a blouse (unit method of construction)</li> <li>Seaming and edging</li> </ul>	altering completed garments	altering completed garments	2. Demonstrate the proper procedure in sewing and assembling garment parts 2.1 Prepare the sewing machine for operation 2.2 Sew a blouse (unit method of construction)	TP_LPGM-SLC-NG-2





CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
- Attaching the collar			- Seaming and edging	
- Setting in the			- Attaching the collar	
sleeves			- Setting in the sleeves	
<ul><li>Fastening</li><li>Sewing a skirt (unit</li></ul>			- Fastening 2.3 Sew a skirt (unit method	
method of			of construction)	
construction)			- Attaching the zipper	
- Attaching the zipper			- Attaching the pocket	
- Attaching the pocket			3. Perform the process of	TP_LPGM-SLC-NG-3
- Attaching the			alteration/ modification to the	_
waistband			completed garment	
<b>APPLYING FINISHING</b>	<b>TOUCHES ON LADIES'</b>	CASUAL APPAREL (AF	T)	
<ul> <li>Function of</li> </ul>	Demonstrates	Exhibits appropriate	1. Identify the function of	TP_LPGM-AFT-NG-1
finishing touches	understanding of the	skills and attitudes in	applying finishing touches on	
<ul> <li>Steps in applying</li> </ul>	concepts in applying	applying finishing	ladies' casual apparel	
different finishing	finishing touches on	touches on casual	2 71 115 11	TD 1 DOM 4 FT NO 3
touches	casual apparel	apparel	2. Identify the steps in	TP_LPGM-AFT-NG-2
Applying finishing			applying different finishing	
touches			touches on ladies' casual	
-trainings and accessories			apparel	
-hemming			3. Apply finishing touches on	TP LPGM-AFT-NG-3
Trimming tools			ladies' casual apparel	I LI GIT AIT NO 5
and their uses			- Trainings and accessories	
Points to			- Hemming	
remember in			4. Identify the different	TP_LPGM-AFT-NG-4
hanging finished			trimming tools and their uses	
garments			J	





CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE		
<ul> <li>Procedures in trimming excess threads on a finished garment</li> </ul>			5. Exhibit the proper procedures in trimming excess threads on a finished garment	TP_LPGM-AFT-NG-5		
<ul> <li>Pressing tools and their uses</li> </ul>			6. Identify the different pressing tools and their uses	TP_LPGM-AFT-NG-6		
<ul><li>General pressing techniques</li><li>Procedure in</li></ul>			7. Identify the characteristics of a well-pressed garment	TP_LPGM-AFT-NG-7		
pressing a finished garment • Characteristics of a well-pressed garment			8. Demonstrate the proper procedure and general techniques in pressing a finished garment	TP_LPAC-AFT-NG-8		
<ul> <li>Methods of removing stains on a finished</li> </ul>			9. Apply proper methods of removing stains on a finished garment	TP_LPGM-AFT-NG-9		
<ul> <li>garment</li> <li>Packaging         procedures for             finished             garments     </li> <li>Labeling finished             garments</li> </ul>			10. Demonstrate the proper packaging procedures and labeling of finished garments	TP_LPGM-AFT-NG-10		
DRAFTING AND CUTTING PATTERNS FOR MEN'S CASUAL APPAREL (DCM)						
<ul> <li>Factors to consider in</li> </ul>	Demonstrates understanding of the concepts in drafting	Performs appropriate skills and attitudes in drafting and cutting	1. Recognize the different fabric for men apparel	TP_LPGM-DCM-NG-1		





CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
planning a	and cutting basic or	basic or block patterns	2. Identify the factors to	TP_LPGM-DCM-NG-2
garment design	block patterns for men's	for men's casual	consider in planning a	
Fabric selection	casual apparel	apparel	garment design for men'	
for men's apparel			casual apparel	
Measuring and			2.1 Design and select fabric	
shaping tools and their uses			according to the preference of the client	
Men's body				TP_LPGM-DCM-NG-3
points and lines			measuring and shaping tools	TF_LFGM-DCM-NG-3
How to take body			and their uses	
measurements			4. Recognize the men's	TP_LPGM-DCM-NG-4
for men's apparel			standard measurement chart	II _LI GIT DCIT NO T
Pointers to			5. Identify men's body points	TP_LPGM-DCM-NG-5
remember in			and lines	
taking body			6. Demonstrate the skills in	TP LPGM-DCM-NG-6
measurements			taking body measurements of	
<ul> <li>Men's standard</li> </ul>			men	
measurement			7. Identify the basic or block	TP_LPGM-DCM-NG-7
chart			patterns in drafting men's	
<ul> <li>Basic or block</li> </ul>			apparel	
patterns			8. Demonstrate the proper	TP_LPGM-DCM-NG-8
<ul> <li>Manipulating the</li> </ul>			procedure in drafting basic or	
patterns			blocking patterns using	
Drafting the final			appropriate equipment and	
patterns			client specifications	
- Pattern			9. Exhibit skills in	TP_LPGM-DCM-NG-9
symbols			manipulating, labelling, and	
- Polo shirt			cutting final patterns	
Long pants				



CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
<ul><li>Short pants</li><li>Cutting the final patterns</li></ul> PREPARING AND CUTT	TING MATERIALS FOR N	MEN'S CASUAL APPAR	EL (PAM)	
<ul> <li>Preparing the materials for cutting</li> <li>Pressing tips</li> <li>Kinds of fasteners</li> <li>Kinds of trimmings</li> <li>Pattern layout for polo shirts</li> <li>Fabric folds</li> <li>Techniques in pinning patterns on fabric</li> <li>Transferring construction marks</li> <li>Appropriate cutting tools used in fabrics</li> <li>Pointers in cutting fabrics</li> </ul>	Demonstrates understanding of the concepts in preparing and cutting materials for men's casual apparel	Exhibits appropriate skills and attitudes in preparing and cutting materials for men's casual apparel	1. Prepare the materials for cutting the men's apparel 1.1 Identify the materials used for cutting fabrics 1.2 Recognize the different pressing tips 1.3 Recognize the different kinds of clothing fasteners 1.4 Recognize the different kinds of trimmings 2. Demonstrate the proper procedures in laying out and marking patterns on a material or fabric 2.1 Exhibit the skill in folding fabrics 2.2 Apply the techniques in pinning patterns on fabric 2.3 Identify the patterns on fabric transferring 3. Demonstrate the proper procedure of cutting the fabrics according to the desired pattern	





CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
<b>SEWING MEN'S CASUA</b>	L APPAREL (SMC)			
<ul> <li>Key points in preparing cut parts of the garment</li> <li>Pinning a garment together</li> <li>Pressing techniques</li> <li>Unit method of clothing construction</li> <li>Kinds of seam and seam finishes</li> <li>Preparing parts for sewing</li> </ul>	Demonstrates understanding of the concepts in preparing cut parts of the garment, sewing and assembling garment parts, and altering finished garments	Exhibits appropriate skills and attitudes in preparing cut parts of the garment, sewing and assembling garment parts, and altering finished garments	1. Identify the key points in preparing cut parts of the garment 1.1 Demonstrate the skill in pinning a garment together 1.2 Perform the pressing techniques 2. Demonstrate procedures in sewing and assembling garment parts 2.1 Recognize the method of clothing construction 2.1 Identify the seam and seam finishes 2.3 Demonstrate the skill in sewing a polo shirt	
<ul> <li>Sewing a polo shirt</li> <li>Procedure in assembling long pants</li> <li>Assembling parts of a pair of short pants</li> <li>Characteristics of a well-fitted polo shirt</li> </ul>			2.4 Perform the proper procedure in assembling long pants 2.5 Demonstrate the proper procedure in assembling parts of a pair of short pants 3. Perform the process of alteration/modification to the completed garment 3.1 Identify the characteristics of a well-fitted polo shirt	





CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
Evaluation of			3.2 Recognize the fitting chart	
finished clothing			for trousers	
<ul> <li>Fitting chart for</li> </ul>				
trousers				
APPLYING FINISHING	TOUCHES ON MEN'S C	ASUAL APPAREL (FTM	)	
<ul> <li>Finishing touches         <ul> <li>Buttonhole</li> <li>Fasteners</li> <li>for men's</li> </ul> </li> </ul>	Demonstrates understanding of the concepts in applying finishing touches such as attaching the needed	Exhibits appropriate skills and attitudes in applying finishing touches such as attaching the needed	Apply finishing touches such as attaching loose threads, missing buttons, and closures on men's apparel     Identify the different	TP_LPGM-FTM-NG-1 TP_LPGM-FTM-NG-2
<ul><li>Hemming stitches</li><li>Trimming tools</li></ul>	accessories and accent, trimming excess threads, pressing	accessories and accent, trimming excess threads,	trimming tools and trimming techniques for men's apparel	_
<ul> <li>Trimming techniques for men's apparel</li> <li>Polo</li> </ul>	finished garments, and packaging finished men's casual garments	pressing finished garments, and packaging finished men's casual	3. Exhibit the proper procedures in trimming excess threads on finished a garment	TP_LPGM-FTM-NG-3
<ul><li>Long pants</li><li>Short pants</li></ul>		garments	4. Identify the different pressing tools and their uses	TP_LPGM-FTM-NG-4
<ul> <li>Pressing tools and their uses</li> </ul>			5. Identify the characteristics of well-pressed garments	TP_LPGM-FTM-NG-5
<ul><li>Pressing suggestions for specific fabrics</li><li>Pressing</li></ul>			6. Demonstrate the proper procedure and general techniques in pressing finished garments	TP_LPGM-FTM-NG-6
techniques <ul><li>Labeling of garments</li></ul>			7. Identify the kinds of packaging materials used for men's apparel	TP_LPGM-FTM-NG-7





CON	ITENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
mate Proc pack finis	taging erials edures in taging			8. Demonstrate the proper packaging procedures and labeling of finished garments	TP_LPGM-FTM-NG-8

# Code Book Legend Sample: TP\_LPGM-SSM-NG-1

	e: IP_LP		
LEG	END	SAMPLE	
First Entry	Program	Transition Program	TP
T IISC LIIU Y	Area	Livelihood Package Garments	LPGM
Lowercase letter/s	Domain/ Content/ Component/ Topic	Setting Up and Operating Sewing Machines	SSM
			-
Uppercase letters *put hyphen (-) in between letters	Level	Non-Graded	NG
Arabic Number	Learning Competency	Identify the types, parts, and functions of sewing machines	1
			-

9511110 1	
DOMAIN / COMPONENT	CODE
SETTING UP AND OPERATING SEWING MACHINES	SSM
PERFORMING BASIC MAINTENANCE	PBM
CARRYING OUT MEASUREMENTS AND	СОМ
CALCULATIONS	COM
APPLYING QUALITY STANDARDS	AQS
DRAFTING AND CUTTING PATTERNS FOR LADIES'	DCI
CASUAL APPAREL	DCL
PREPARING AND CUTTING MATERIALS FOR LADIES'	DCM
CASUAL APPAREL	PCM
SEWING LADIES' CASUAL APPAREL	SCL
APPLYING FINISHING TOUCHES ON LADIES' CASUAL	AFT
APPAREL	АГІ
DRAFTING AND CUTTING PATTERNS FOR MEN'S	DCM
CASUAL APPAREL	DCIVI
PREPARING AND CUTTING MATERIALS FOR MEN'S	PAM
CASUAL APPAREL	PAIM
SEWING MEN'S CASUAL APPAREL	SMC
APPLYING FINISHING TOUCHES ON MEN'S CASUAL	FTM
APPAREL	1 1111





Learning Area: **GARDENING** 

## **Description**

Gardening covers the basic concepts of basic tools, their uses and safety in handling, preparation of tools and simple equipment, preparing land/pots for planting, growing seeds/seed materials, transplanting seedlings, and maintaining the growth of vegetables/flowering plants.

CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE	
BASIC CONCEPTS IN GARDI	ENING (BGC)				
Basic concepts in     Gardening	Demonstrates understanding of	Exhibit basic skills in gardening	Identify the concepts of gardening	TC_LPGA-BGC-NG-1	
<ul><li>Importance of Gardening</li><li>Business opportunities in</li></ul>	concepts and underlying theories in gardening		Determine the importance of gardening	TC_LPGA-BGC-NG-2	
Gardening	i i i i i i i i i i i i i i i i i i i		Identify business opportunities in gardening	TC_LPGA-BGC-NG-3	
<b>USING THE BASIC TOOLS, E</b>	USING THE BASIC TOOLS, EQUIPMENT AND SAFETY (TUS)				
<ul><li>Basic tools and equipment</li><li>Use of basic tools and equipment</li></ul>	Demonstrate understanding of basic use of tools and	Use and maintain safely the basic tools and equipment for	Identify basic tools     according to     requirement/use	TC_LPGA-TES-NG-1	
a. Digging/ Pulverizing	equipment and their uses	gardening	Demonstrate the proper use of basic tools and equipment	TC_LPGA-TES-NG-2	
<ul><li>b. Cutting</li><li>c. Measuring</li><li>d. Watering</li><li>e. Harvesting</li></ul>	uses		3. Observe Occupational Safety and Health (OSH) practices in using basic hand tools and equipment	TC_LPGA-TES-NG-3	
Safety practices in using tools			4. Clean tools and equipment in accordance with housekeeping procedures	TC_LPGA-TES-NG-4	

CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
<ul><li>Proper housekeeping procedure</li><li>Hazards</li></ul>			5. Identify hazards in using tools and housekeeping procedures	TC_LPGA-TES-NG-5
<ul> <li>Personal Protective Equipment</li> </ul>			6. Identify different personal protective equipment and its uses	TC_LPGA-TES-NG-6
			7. Use personal protective equipment properly	TC_LPGA-TES-NG-7
			Follow emergency procedures	TC_LPGA-TES-NG-8
PREPARING LAND/POTS FO	R PLANTING (PLP)			
<ul> <li>Importance of land preparation and tillage</li> </ul>	Demonstrate understanding of the	Prepare land/pots for independent planting	Identify the importance of land preparation and tillage	TC_LPGA-PLP-NG-1
<ul> <li>Land preparation procedures</li> <li>Seedbed/seed plot</li> </ul>	underlying concept on how to prepare land/pots for planting		Identify procedures in operating basic farm equipment	TC_LPGA-PLP-NG-2
<ul><li>preparation</li><li>Operation of basic farm equipment</li></ul>	idita/pots for planting		Identify safety precautions in land preparation and tillage	TC_LPGA-PLP-NG-3
			Demonstrate proper     procedures in land     preparation and tillage	TC_LPGA-PLP-NG-4
			5. Clean and harrow the area to be used in planting	TC_LPGA-PLP-NG-5
			Follow procedures in land preparation and tillage	TC_LPGA-PLP-NG-6
<b>□\'</b> ₩□			7. Observe safety precautions in performing the tasks	TC_LPGA-PLP-NG-7





CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
GROWING SEEDS/CUTTING	SS (GSC)			
<ul> <li>Characteristics of good quality seeds</li> </ul>	Demonstrates understanding of the	Grow seeds and seed materials in	Identify the different types of seeds	TC_LPGA-GSC-NG-1
<ul> <li>Types of Seeds</li> </ul>	underlying principles on	accordance with	2. Select good quality seeds	TC_LPGA-GSC-NG-2
<ul> <li>Composition of a good growing media</li> <li>Proper mixing of growing media using ratio and</li> </ul>	how to grow seed materials	nursery operation	Test seed germination using     ragdoll     seed box	TC_LPGA-GSC-NG-3
proportion  Sowing Seeds Importance of seed	Sowing Seeds		4. Identify the different composition of good growing media	TC_LPGA-GSC-NG-4
sowing - Proper seed growing - techniques			5. Identify and mix components and proportion of different growing media	TC_LPGA-GSC-NG-5
<ul><li>Stages and seed</li><li>germination</li></ul>			6. Identify the importance of seed sowing	TC_LPGA-GSC-NG-6
<ul> <li>Amount depth of sowing seed</li> </ul>			7. Identify the stages of seed germination	TC_LPGA-GSC-NG-7
			8. Prepare seeds with correct ratio and proportion	TC_LPGA-GSC-NG-8
APPLYING FERTILIZER (AFI	<b>R</b> )			
Fertilizer     Importance of	Demonstrates understanding of the	Exhibit proper fertilizer application	Identify the importance of fertilizers	TC_LPGA-AFR-NG-1
fertilizer application underly	underlying concept on how to generate	based on standard specification	Identify the types of fertilizer	TC_LPGA-AFR-NG-2
- Sources of fertilizer	fertilizer		Identify the sources of fertilizer	TC_LPGA-AFR-NG-3





CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
<ul><li>Methods of fertilizer application</li><li>Time and frequency</li></ul>			Identify the different methods of fertilizer application	TC_LPGA-AFR-NG-4
of fertilizer application - Fertilizer computation			5. Identify the safety precautions in preparing and applying fertilizer	TC_LPGA-AFR-NG-5
<ul><li>Fertilizer management</li><li>Safety precaution</li><li>Personal Protective</li></ul>			6. Identify the personal protective equipment to be used in preparing and applying fertilizer	TC_LPGA-AFR-NG-6
Equipment	Equipment		7. Identify the procedures in fertilizer application (time, frequency, computation) based on method	TC_LPGA-AFR-NG-7
			Prepare fertilizer according to proper procedures	TC_LPGA-AFR-NG-8
			9. Apply fertilizer to land/pot	TC_LPGA-AFR-NG-9
MULCHING (MUL)				
<ul> <li>Mulching</li> <li>Importance of mulching</li> <li>Characteristics of</li> </ul>	Demonstrates understanding of how to	Exhibit proper mulching of soil based on standard procedure	Identify the concept of mulching	TC_LPGA-MUL-NG-1
	do mulching		Identify the characteristics of mulches	TC_LPGA-MUL-NG-2
mulches		•	Identify the materials used in mulching	TC_LPGA-MUL-NG-3





CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
<ul> <li>Kinds of mulching materials</li> </ul>			Identify the steps in applying mulch	TC_LPGA-MUL-NG-4
(Polyethelene plastic film, rice straw, cut grasses) - Procedure in applying mulch			5. Prepare and apply mulch on the surface of the soil	TC_LPGA-MUL-NG-5
TRANSPLANTING SEEDS (TS	SS)			
Transplanting     Distance and depth of	Demonstrates understanding of how to	Exhibit proper transplanting of	Identify the concept of transplanting	TC_LPGA-TSS-NG-1
planting - Procedures and	transplant seedlings	seedlings	Identify the importance of transplanting	TC_LPGA-TSS-NG-2
recommendation on transplanting			Identify the distance and depth of transplanting	TC_LPGA-TSS-NG-3
<ul><li>Shading</li><li>Watering</li></ul>			4. Identify the proper procedures in transplanting	TC_LPGA-TSS-NG-4
			5. Demonstrate transplanting of seedlings	TC_LPGA-TSS-NG-5
MAINTAINING GROWTH OF	VEGETABLES AND FLOW	VER PLANTS (MVF)		
Soil Cultivation     Importance of soil	Demonstrates understanding of how to	Exhibit proper care in cultivating vegetables	Identify the importance of soil cultivation	TC_LPGA-MVF-NG-1
cultivation - Appropriate tools and	grow and maintain vegetables and flower	and flower plants	Identify the different types of soil cultivation	TC_LPGA-MVF-NG-2
methods to be used in soil cultivation	plants		Identify the appropriate tools and methods used in soil cultivation	TC_LPGA-MVF-NG-3





CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
- Safety precautions in using farm tools and equipment			Identify the safety precautions in soil cultivation	TC_LPGA-MVF-NG-4
<ul><li>Types of soil cultivation</li><li>Methods of irrigation</li></ul>			5. Identify the importance of irrigation	TC_LPGA-MVF-NG-5
- Methods, time and kinds of fertilizer application			Apply fertilizer to cultivated soil	TC_LPGA-MVF-NG-6
<ul><li>Pest control and prevention</li><li>Importance of control</li></ul>			7. Identify the concept of pest control and prevention	TC_LPGA-MVF-NG-7
and prevention measures			8. Identify the importance of control and prevention measures for pests	TC_LPGA-MVF-NG-8
<ul> <li>Methods of preventing and controlling pests and diseases</li> <li>Applying pest control formula</li> </ul>			<ol> <li>Identify the different methods in preventing and controlling pests and diseases</li> </ol>	TC_LPGA-MVF-NG-9
Tormula			10. Apply pest control formula to plants	TC_LPGA-MVF-NG-10
HARVESTING AND PACKAG	ING (HAP)			
<ul><li>Harvesting</li><li>Tools in harvesting</li></ul>	Demonstrates understanding of	Exhibit proper harvesting and	Identify the concept of harvesting	TC_LPGA-HAP-NG-1
<ul> <li>Safety measures in using harvesting tools</li> </ul>	packaging and harvesting	packaging procedures	Identify the tools used in harvesting	TC_LPGA-HAP-NG-2
<ul><li>Harvesting time</li><li>Maturity indices</li></ul>			Identify the safety     measures in using     harvesting tools	TC_LPGA-HAP-NG-3





CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE	
<ul><li>Method of harvesting</li><li>Technique in harvesting</li></ul>			4. Identify the maturity indices used in harvesting crops	TC_LPGA-HAP-NG-4	
<ul> <li>Packaging harvested vegetables/flower plants</li> <li>Appropriate packaging</li> </ul>			5. Identify methods and techniques in harvesting crops	TC_LPGA-HAP-NG-5	
materials - Packaging methods - Materials used in		materials Packaging methods		Harvest mature     vegetables/flower plants     based on maturity indices	TC_LPGA-HAP-NG-6
packaging - Sanitary practices in		7. Identify the concept of packaging crops/vegetables	TC_LPGA-HAP-NG-7		
packaging			8. Identify the importance of packaging crops/vegetables	TC_LPGA-HAP-NG-8	
		Identify the different methods in packaging	TC_LPGA-HAP-NG-9		
		10. Identify the different materials used in packaging	TC_LPGA-HAP-NG-10		
			11. Identify sanitary practices in packaging crops/vegetables	TC_LPGA-HAP-NG-11	
			12. Perform packaging of harvested vegetables	TC_LPGA-HAP-NG-12	
			13. Demonstrate health practices in packaging of vegetables	TC_LPGA-HAP-NG-13	

#### **GLOSSARY**

Cutting	a short piece of a plant that is clipped off for propagation purposes; cuttings are typically stuck into a rooting
	medium (such as potting soil or perlite) and kept in a humid environment, which encourages roots to form at
	the bottom and new leaves at the top
Digging	a way of breaking up or moving earth with a tool or machine or with hands, paws, snout, etc.
Fertilizer	a substance such as solid animal waste or a chemical mixture spread on the ground in order to make plants
	grow more successfully
Gardening	a practice of growing and cultivating plants as part of horticulture
Harvesting	an activity of picking and collecting crops from the fields
Hazard	an agent that can cause damage or harm to humans, property or the environment
Irrigation	an artificial application of water to land to assist in the production of crops
Maturity indices	are signs or readiness indication of the commodity for harvest
Mulching	a material spread over the ground to protect the plants and help stop weeds from growing
Pest Control	a way of managing or regulating species defined as pests, achieved through exclusion, repulsion, physical
	removal or chemical means
Pulverizing	a way of reducing an item/article by crushing, beating or grinding to very small particles
Seedbed	a bed of fine soil in which seedlings are germinated
Seedling	a very young plant that has been grown from a seed
Seed germination	a process by which seeds develop into new plants
Seed plot	a piece of ground in which seeds are sown to produce plants for transplanting
Soil cultivation	a practice which is designed to improve the condition of the soil prior to establishing crops or decorative
Sowing	an act of scattering seeds on land so that they may grow
Tillage	an agricultural preparation of land for growing crops
Transplanting	a technique of moving one plant to another



# CODE BOOK LEGEND SAMPLE TP\_LPGA-BCG-NG-1

LEGE	LEGEND SAMPLE		
	Program	Transition Program	TP
First Entry	Area	Livelihood Package Gardening	LPGA
1Lowercase letter/s	Domain/ Content/ Component/ Topic	Basic Concept in Gardening	BCG
			-
Uppercase letters *put hyphen (-) in between letters	Level	Non-Graded	NG
Arabic Number Learning Outcomes		Identify basic concept in gardening	1
			-

DOMAIN / COMPONENT	CODE
Basic Concept in Gardening	BCG
Basic Tools, Uses and Safety	TES
Preparing Land/ Pots for Planting	PLP
Growing seeds/cuttings	GSC
Fertilizer and Fertilizer Application	FFA
Mulching	MUL
Transplanting seeds	TSS
Maintaining Growth of Vegetables and	MFV
flower plants	ITIEV
Harvesting and Packaging	HAP

#### **Learning Area: FURNITURE MAKING (FINISHING)**

## **Description**

This area covers the basic concepts in furniture making, basic tools and materials, mensuration and calculation, interpreting technical drawings and plans, occupational health and safety, maintaining tools and equipment, using hand tools, operating cutting machines and sanding machines, performing basic preventive maintenance for machines and tools, applying quality standards, preparing surface for final coating, and applying surface coating.

CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE			
BASIC CONCEPTS IN FU	ASIC CONCEPTS IN FURNITURE MAKING (BCF)						
<ul> <li>Basic concepts in furniture making (finishing)</li> <li>Significance of</li> </ul>	Demonstrates understanding of the basic concepts in furniture making	Recognize the basic competencies in furniture making (finishing)	Identify the basic concepts in furniture making (finishing)	TP_LPFM-BCF-NG-1			
furniture making and finishing	(finishing)		2. Recognize the relevance of furniture making	TP_LPFM-BCF-NG-2			
Career opportunities			3. Identify the career opportunities in furniture making (finishing)	TP_LPFM-BCF-NG-3			
PREPARING BASIC TOO	LS AND MATERIALS (PT	M)					
Types and uses of materials and tools	Demonstrates understanding of the basic concepts and procedure in preparing materials and tools used in furniture making	Performs proper procedure in preparing materials and tools in furniture making	1. Identify the types, classifications, and uses of the materials and tools used in furniture making	TP_LPFM-PTM-NG-1			
·····································			2. Recognize the types of wood	TP_LPFM-PTM-NG-2			

CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
			3. Identify the defects of wood	TP_LPFM-PTM-NG-3
			4. Prepare tools and materials used in furniture making	TP_LPFM-PTM-NG-4
PERFORMING MENSURA	TION AND CALCULATION	ON (PMC)		
<ul> <li>Measuring instruments/tools</li> <li>Proper handling of measuring instruments</li> </ul>	Demonstrates understanding of the concepts and underlying principles in performing measurement and	Performs measurement and calculation based on a given task	1. Identify the different measuring instruments/ measuring tools to be used in furniture making and finishing	TP_LPFM-PMC-NG-1
	calculation		2. Exhibit the proper procedure in handling measuring instruments used in furniture making and finishing	TP_LPFM-PMC-NG-2
			3. Select appropriate measuring instruments 3.1 Identify object or component to be measured 3.2 Select appropriate measuring instruments to be used for specific tasks 3.3 Identify alternative measuring tools without	TP_LPFM-PMC-NG-3

CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
			sacrificing the cost and quality of work	
INTERPRETING TECHNIC	CAL DRAWINGS AND PL	ANS (ITD)		
Drawing symbols, signs, data, abbreviations	Demonstrates understanding of the basic concepts in	Interpret simple technical plans, signs, and symbols based on	1. Identify lines, drawing symbols, signs, data, and abbreviations	TP_LPFM-ITD-NG-1
<ul><li>Orthographic views</li><li>Basic technical drawing</li></ul>	reading and interpreting technical drawings and plans	the given plan	2. Recognize the different orthographic views/ dimensions used in the plan	TP_LPFM-ITD-NG-2
Technical plans and schematic diagrams			3. Recognize the basic technical drawings, technical plans and schematic diagram used in furniture making	TP_LPFM-ITD-NG-3
			4. Recognize components, assemblies, or objects as required in the furniture making and finishing	TP_LPFM-ITD-NG-4
PRACTICING OCCUPATION	ONAL HEALTH AND SAF	ETY (POH)		
<ul> <li>Types of workplace hazards</li> <li>General ergonomic principles</li> </ul>	Demonstrates understanding of the basic concepts and underlying principles in	Practice occupational health and safety in the workplace	1. Recognize the types of hazards and ergonomic guidelines found in the workplace	TP_LPFM-POH-NG-1
Safe handling of equipment	practicing occupational health and safety in the		2. Identify the hazardous materials and equipment	TP_LPFM-POH-NG-2
First aid/remedial procedures	workplace		3. Identify the hazard warnings and safety signs	TP_LPFM-POH-NG-3



CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
			4. Apply safe handling of materials in the workplace	TP_LPFM-POH-NG-4
			5. Apply first aid/remedial procedures needed in the workplace	TP_LPFM-POH-NG-5
MAINTAINING TOOLS AN	ID EQUIPMENT (MTE)			
<ul> <li>Non-functional tools and equipment</li> <li>Safe and unsafe conditions of tools</li> </ul>	Demonstrates understanding of the preventive maintenance and storing of tools and	Performs preventive maintenance and storing of tools and equipment	Recognize the non- functional tools and equipment	TP_LPFM-MTE-NG-1
<ul><li>Types and uses of lubricants</li><li>Good housekeeping</li></ul>	equipment		2. Identify the safe and unsafe conditions of tools	TP_LPFM-MTE-NG-2
<ul><li>Tools inventory</li><li>Proper storing of tools and equipment</li></ul>			3. Identify the types and uses of lubricants	TP_LPFM-MTE-NG-3
			4. Perform proper procedure of basic preventive maintenance	TP_LPFM-MTE-NG-4
			5. Demonstrate proper tools inventory in the workplace	TP_LPFM-MTE-NG-5
			6. Demonstrate proper procedure in storing of tools and equipment	TP_LPFM-MTE-NG-6
<b>USING HAND TOOLS (UH</b>	T)			
Hand tools in furniture and cabinet making	Demonstrates understanding of the	Performs safe use and handling of hand tools	Identify the hand tools used in furniture making	TP_LPFM-UHT-NG-1
IN COST NO. NO.	anacistanding of the	Harianing of Haria (0015	and finishing	

CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
<ul><li>Types and uses of hand power/portable tools</li><li>Safety procedures in</li></ul>	safe use and handling of hand tools		2. Recognize the types and uses of hand power/ portable tools	TP_LPFM-UHT-NG-2
using hand tools			3. Apply safety procedures in using hand tools in the workplace	TP_LPFM-UHT-NG-3
OPERATING CUTTING MA	ACHINES (OCM)			
<ul> <li>Different types of cutting machines</li> </ul>	Demonstrates understanding of the	Performs proper procedure in operating	1. Recognize the different cutting machines	TP_LPFM-OCM-NG-1
<ul> <li>Kinds of personal protective equipment in operating cutting machines</li> <li>Importance of</li> </ul>	basic concepts and procedure in operating cutting machines	cutting machines	2. Recognize the kinds and the importance of personal protective equipment in operating the cutting machine	TP_LPFM-OCM-NG-2
personal protective equipment • Machine setting and operating procedure • Steps in machine			3. Demonstrate the proper procedure in setting and operating the cutting machine	TP_LPFM-OCM-NG-3
<ul><li>operations</li><li>Machine parameters</li></ul>			4. Recognize the cutting machine parameters	TP_LPFM-OCM-NG-4
<ul> <li>Kinds/types of abnormalities in operating cutting machines</li> </ul>			5. Identify the kinds/types of abnormalities in operating the cutting machine	TP_LPFM-OCM-NG-5
<ul><li>Safe cutting procedure</li><li>Criteria for checking equal cut</li></ul>			6. Demonstrate the proper procedure of cutting	TP_LPFM-OCM-NG-6





CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE	
Kinds of defective cut			7. Apply safe cutting procedure in the workplace	TP_LPFM-OCM-NG-7	
			8. Identify the criteria for checking equal cut of wood	TP_LPFM-OCM-NG-8	
			9. Identify the kinds of defective cut	TP_LPFM-OCM-NG-9	
OPERATING SANDING M	ACHINES (OSM)				
<ul> <li>Kinds of personal protective equipment in sanding</li> </ul>	Demonstrates understanding of the basic concepts and	Performs proper procedure in operating sanding machines	Apply proper personal protective equipment in sanding	TP_LPFM-OSM-NG-1	
Materials and consumables in	procedure in operating sanding machines	Sanang maarines	Identify the materials and consumables in sanding	TP_LPFM-OSM-NG-2	
<ul><li>sanding</li><li>Standard sanding techniques and</li></ul>			3. Demonstrate the standard sanding techniques and procedures	TP_LPFM-OSM-NG-3	
<ul><li>procedures</li><li>Safety procedures</li><li>Perform sanding</li></ul>			4. Demonstrate the safety procedure in sanding operations	TP_LPFM-OSM-NG-4	
operations			5. Perform sanding operations	TP_LPFM-OSM-NG-5	
PERFORMING BASIC PR	PERFORMING BASIC PREVENTIVE MAINTENANCE FOR MACHINES AND TOOLS (PBP)				
Types of machines and power tools	Demonstrates understanding of the	Performs proper procedure in basic	Identify the types of machines and power tools	TP_LPFM-PBP-NG-1	

CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
Minor defects in machines and power tools	basic preventive maintenance for machines and tools	preventive maintenance for machines and tools	2. Recognize the major and minor defects in machines and power tools	TP_LPFM-PBP-NG-2
<ul> <li>Major defects in machines and power tools</li> <li>General safety practices</li> <li>Information on</li> </ul>			3. Apply general safety practices in performing preventive practices for machine and tools	TP_LPFM-PBP-NG-3
<ul><li>preventive maintenance</li><li>Steps in performing preventive maintenance</li></ul>			4. Demonstrate the steps in performing preventive maintenance	TP_LPFM-PBP-NG-4
Preparing preventive maintenance report			5. Prepare preventive maintenance report	TP_LPFM-PBP-NG-5
APPLYING QUALITY STAI	NDARDS (AQS)			
<ul><li>Production processes</li><li>Checking of materials and quality of</li></ul>	Demonstrates understanding of the basic concepts in	Performs proper procedure in applying quality standards	1. Recognize the production process	TP_LPFM-AQS-NG-1
components, completed works Types of materials and components defects	applying quality standards		2. Perform the standard procedure in checking materials and quality of components, completed works	TP_LPFM-AQS-NG-2
<ul> <li>Types and uses of materials and components</li> <li>Production processes</li> <li>Process improvement</li> </ul>			3. Demonstrate the proper procedure in checking materials, quality of components, and completed works	TP_LPFM-AQS-NG-3
procedures			4. Apply the proper production process	TP_LPFM-AQS-NG-4





CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
			5. Demonstrate the process improvement procedure	TP_LPFM-AQS-NG-5
PREPARING SURFACE FO	R FINAL COATING (PS	F)		
Surface preparation materials, tools and equipment, types and uses Surface finishing procedures: - Sanding - Sealing and base coating - Staining and sealing - Filling and sealing - Filling and staining - Filling and special finish - Procedures in stacking furniture/items with finished surfaces	Demonstrates understanding of the basic concepts and procedure in preparing surface for final coating	Perform proper procedure in preparing surface for final coating	<ol> <li>Identify the materials, tools, and equipment to be used for final coating</li> <li>Demonstrate the proper procedure in surface finishing         <ol> <li>Sealing and base coating</li> <li>Staining and sealing</li> <li>Filling and staining</li> <li>Filling and special finish</li> <li>Procedures in stacking furniture/items with finished surfaces</li> </ol> </li> </ol>	TP_LPFM-PSF-NG-1  TP_LPFM-PSF-NG-2
APPLYING SURFACE COA	TING (ASC)			
<ul> <li>Coating materials, tools, and equipment-</li> </ul>	Demonstrates understanding of the	Performs proper procedure in applying	1. Identify the types and uses of coating	TP_LPFM-ASC-NG-1
<ul> <li>types and uses</li> <li>Procedures and techniques in applying surface coating</li> </ul>	basic concepts and procedure in applying surface coating	surface coating	<ul><li>2. Recognize the coating materials, tools, and equipment</li><li>3. Demonstrate the proper</li></ul>	TP_LPFM-ASC-NG-2 TP_LPFM-ASC-NG-3
INDICATION OF WAR			procedure and techniques in applying surface coating	



# Code Book Legend Sample: TP\_LPFM-BCF-NG-1

LEGE	END	SAMPLE		
First Entry	Program	Transition Program	TP	
	Area	Livelihood Package Furniture Making and Finishing	LPFM	
Lowercase letter/s	Domain/ Content/ Component/ Topic	Basic Concepts in furniture making (finishing)	BCF	
			-	
Uppercase letters *put hyphen (-) in between letters	Level	Non-Graded	NG	
Arabic Number	Learning Outcomes	Identify the basic concepts in furniture making (finishing)	1	
			-	

DOMAIN / COMPONENT	CODE
BASIC CONCEPTS IN FURNITURE MAKING	BCF
PREPARING BASIC TOOLS AND MATERIALS	PTM
PERFORMING MENSURATION AND CALCULATION	PMC
INTERPRETING TECHNICAL DRAWINGS AND PLANS	ITD
PRACTICING OCCUPATIONAL HEALTH AND SAFETY	POH
MAINTAINING TOOLS AND EQUIPMENT	MTE
USING HAND TOOLS	UHT
OPERATING CUTTING MACHINES	OCM
OPERATING SANDING MACHINES	OSM
PERFORMING BASIC PREVENTIVE MAINTENANCE FOR MACHINES AND TOOLS	PBP
APPLYING QUALITY STANDARDS	AQS
PREPARING SURFACE FOR FINAL COATING	PSF
APPLYING SURFACE COATING	ASC





Learning Area: **AQUARIUM FISHERY** 

## **Description**

Aquarium Fishery (pet fish) covers the basic concepts of basic tools, their uses and safety in handling, preparation of tools and simple equipment, changing water of Aquarium tanks, cleaning aquarium tanks and feeds, and feeding of fishes.

CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD		LEARNING COMPETENCY	CODE
<b>BASIC CONCEPT IN AQUARIU</b>	JM FISHING (PET	ΓFISH) (CAF)			
Basic concepts of Aquarium	Demonstrates understanding	Exhibit interest in Aquarium Fishery (pet fish)	1.	Identify concepts in Aquarium Fishery (pet fish)	TC_LPAF-CAF-NG-1
<ul><li>Fishery (pet fish)</li><li>Importance of Aquarium</li><li>Fishery (pet fish)</li></ul>	of concepts of Aquarium Fishery (pet		2.	Determine the importance of Aquarium Fishery (pet fish)	TC_LPAF-CAF-NG-2
,	fish)	3.	Identify career opportunities in Aquarium Fishery (pet fish)	TC_LPAF-CAF-NG-3	
<b>SELECTING AQUARIUM FISH</b>	ES (SAF)			,	
<ul><li>Types/Kinds of Aquarium</li><li>Fishes</li><li>Environment of Aquarium</li></ul>	Demonstrate understanding of the selection of	Select the desired aquarium fishes based on the	1.	Identify the different types of aquarium fishes (Freshwater/Saltwater)	TC_LPAF-SAF-NG-1
Fishes - Freshwater - Saltwater (Marine)	aquarium fishes based on preferences	appropriate habitat	2.	Differentiate Freshwater Fishes from Saltwater/Marine Fishes	TC_LPAF-SAF-NG-2
<ul> <li>Different approaches to         Fishkeeping         - Community Aquarium         - Aggressive Aquarium         - Single-Pet Aquarium     </li> </ul>			3.	Identify the aquarium habitats suited for Freshwater and Saltwater/Marine Fish	TC_LPAF-SAF-NG-3
Appropriate setup for			4.	Identify the different	TC_LPAF-SAF-NG-4

CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
aquarium fishes			approaches in fishkeeping	
			5. Differentiate the approaches in fishkeeping	TC_LPAF-SAF-NG-4
			<ul> <li>6. Identify the appropriate setup for aquarium fishes according to approaches:</li> <li>- Community Aquarium</li> <li>- Aggressive Aquarium</li> <li>- Single-Pet Aquarium</li> </ul>	TC_LPAF-SAF-NG-5
			7. Select the aquarium fishes based on the desired approach in fishkeeping	TC_LPAF-SAF-NG-6
<b>USING BASIC TOOLS, EQUIP</b>	MENT AND SAFET	Y (TUS)		
<ul><li>Basic tools and equipment</li><li>Uses of basic tools and equipment</li></ul>	Demonstrate understanding of basic	procedures in using and maintaining basic tools and equipment for	Identify appropriate basic tools according to requirement/use	TC_LPAF-TUF-NG-1
<ul><li>Safety practices in using tools and equipment</li><li>Proper housekeeping</li></ul>	concepts of tools and equipment, their		10. Use appropriate basic tools and equipment according to job requirement	TC_LPAF-TUF-NG-2
<ul><li>procedure</li><li>Hazards</li><li>Personal Protective</li><li>Equipment</li></ul>	uses, and safety procedures when handling tools and		11. Observe safety practices in using basic hand tools and equipment	TC_LPAF-TUF-NG-3
equipment		12. Clean tools and equipment in accordance with housekeeping procedures	TC_LPAF-TUF-NG-4	
15157.554E1			13. Identify hazards in using	TC_LPAF-TUF-NG-5





CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
			tools and housekeeping procedures	
			14. Identify different personal protective equipment and their uses	TC_LPAF-TUF-NG-6
			15. Use personal protective equipment properly	TC_LPAF-TUF-NG-7
			16. Follow emergency procedures	TC_LPAF-TUF-NG-8
FEEDING OF FISHES (FFF)				
<ul><li>Proper feeding of fishes</li><li>Importance of proper</li></ul>	oroper s of the of feeds ency of principles in fish feeding of feeding of selection, storage and feeding of fishes in fish tanks independently fish feeding	selection, storage and feeding of fishes in fish tanks	Identify the importance of feeding fishes properly	TC_LPAF-FFF-NG-1
feeding of fishes - Proper storage of feeds			Identify proper storage of feeds	TC_LPAF-FFF-NG-2
<ul><li>Time and frequency of feeding</li><li>Daily feed ration</li></ul>			Identify the effects of time and frequency of feeding of fishes	TC_LPAF-FFF-NG-3
- Effect of underfeeding and overfeeding		4. Identify the daily ration of feeds for fishes	TC_LPAF-FFF-NG-4	
			5. Determine the results of underfeeding and overfeeding on fishes	TC_LPAF-FFF-NG-5
			Prepare and feed fishes properly	TC_LPAF-FFF-NG-6

CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD		LEARNING COMPETENCY	CODE
DESIGNING/LANDSCAPING F	ISH TANK (FTD)				
Landscaping fish tank	Demonstrate understanding of the	derstanding the landscaping independently landscaping independently designing/ landscaping independently descaping of a tanks	1.	Identify different landscape/designs for fish tank	TC_LPAF-FTD-NG-1
<ul> <li>Materials in designing/ landscaping of aquarium</li> <li>Procedures in landscaping/ designing</li> </ul>	underlying concept in designing/ landscaping of		2.	Identify tools and equipment to be used in designing/landscaping fish tank	TC_LPAF-FTD-NG-2
- Safety precautions fish tanks - PPE			3.	Identify decorative materials (plants, stones, sand and ornaments, pebbles) to be used in aquarium designing	TC_LPAF-FTD-NG-3
			4.	Prepare a layout of fish tanks with chosen decorative materials	TC_LPAF-FTD-NG-4
			5.	Identify safety procedures in designing fish tanks	TC_LPAF-FTD-NG-5
			6.	Use personal protective equipment in designing fish tanks	TC_LPAF-FTD-NG-6
			7.	Design a fish tank based on the prepared layout	TC_LPAF-FTD-NG-7



CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
<b>CLEANING FISH TANK (CFT)</b>				
<ul><li>Sanitizing fish tank</li><li>Materials used in</li></ul>	Demonstrate understanding	Perform proper cleaning of fish	<ol> <li>Identify materials used in cleaning fish tanks</li> </ol>	TC_LPAF-CFT-NG-1
cleaning fish tanks - Safety precautions in cleaning fish tanks	of the underlying principles of	tanks	Identify safety precautions in cleaning fish tanks	TC_LPAF-CFT-NG-2
- Procedures in cleaning fish tanks	cleaning fish tanks		<ol><li>Identify the procedures in cleaning fish tanks</li></ol>	TC_LPAF-CFT-NG-3
<ul> <li>Disinfectants in fish tanks</li> <li>PPE</li> <li>Sanitizing fish tank devices</li> <li>Aerators</li> <li>Water Filters</li> </ul>			<ol> <li>Identify the use of disinfectants in cleaning fish tanks</li> </ol>	TC_LPAF-CFT-NG-4
			<ol><li>Use personal protective equipment properly in cleaning fish tanks</li></ol>	TC_LPAF-CFT-NG-5
			<ol><li>Perform proper cleaning of fish tanks</li></ol>	TC_LPAF-CFT-NG-6
			<ol> <li>Identify procedures in cleaning fish tank devices (aerators, water filters)</li> </ol>	TC_LPAF-CFT-NG-7
			8. Clean fish tank devices properly	TC_LPAF-CFT-NG-8





CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
<b>CHANGING WATER OF TANK</b>	(CWT)			
Water in fish tanks	Demonstrate	Perform proper	1. Identify sources of water	TC_LPAF-CWT-NG-1
<ul> <li>Sources of water</li> <li>Quantity</li> <li>Quality</li> <li>Drainage</li> <li>Methods of changing water</li> <li>Types of water</li> <li>Water exchange</li> </ul> <ul> <li>understanding of the underlying principles of changing water in fish tanks</li> </ul>	of the in fish tanks underlying principles of changing water	2. Determine the appropriate quantity and quality of water to be used in fish tanks	TC_LPAF-CWT-NG-2	
			3. Identify steps in changing water in fish tanks	TC_LPAF-CWT-NG-3
	ae		4. Identify proper use of drainage in fish tanks	TC_LPAF-CWT-NG-4
			5. Identify different methods of water exchange	TC_LPAF-CWT-NG-5
			6. Identify procedures in water exchange	TC_LPAF-CWT-NG-6
			7. Perform water exchange in fish tanks	TC_LPAF-CWT-NG-7

## **GLOSSARY**

Drainage	the natural or artificial removal of surface and sub-surface water from an area; (2) the action or a method of
	draining
Freshwater	is naturally occurring water on the Earth's surface in ice sheets, ice caps, glaciers, icebergs, bogs, ponds, lakes, rivers and streams, and underground as groundwater in aquifer sand underground streams; it is generally characterized by having low concentrations of dissolved salts and other total dissolved solids
Frames	to conceive or design; to build by putting together the structural parts of; construct
Species	is one of the basic units of biological classification and a taxonomic rank; a species is often defined as a group organisms capable of interbreeding and producing fertile offspring; a group of animals or plants that are similar and can produce young animals or plants; a group of related animals or plants that is smaller than a genus

# **Code Book Legend**

# Sample TP\_LPAF-CAF-NG-1

LE	GEND	SAMP	LE
	Program	Transition Program	TP
First Entry	Area	Livelihood Package	1 F
	Aicu	Agri-Fishery	LPAF
Lowercase letter/s	Domain/ Content/ Component/ Topic	Basic Concept in Aquarium Fishing	CAF
			-
Uppercase letters *put hyphen (-) in between letters	Level	Non-Graded	NG
Arabic Number	Learning Outcomes	Identify concepts in aquarium fishing	1
			-

DOMAIN / COMPONENT	CODE
Basic Concept in Aquarium Fishing (Pet Fish)	CAF
Basic Tools Its Uses and Safety	TUS
Changing water of tank	CWT
Cleaning fish tank	CFT
Feeds and Feeding of fishes	FFF
Fish tank designing/landscaping	FTD

**Learning Area: ANIMAL CARE** 

## **DESCRIPTION**

This area is designed to enhance the knowledge, skills, and attitudes required in caring and managing poultry and swine animals.

CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
BASIC CONCEPTS IN A	NIMAL PRODUCTION (	BAP)		
Basic concepts in animal production	Demonstrate understanding of the	Exhibit basic concepts in animal production	1. Identify concepts in animal production	TP_LPAC-BAP-NG-1
• Importance of animal production	basic concepts in animal production		2. Determine the importance of animal production	TP_LPAC-BAP-NG-2
<ul> <li>Business opportunities for animal production</li> </ul>			3. Identify business opportunities for animal production	TP_LPAC-BAP-NG-3
<b>APPLYING SAFETY ME</b>	<b>ASURES IN FARM OPER</b>	ATIONS(ASM)		
<ul><li>Work tasks in the farm operations</li><li>Places for</li></ul>	Demonstrate understanding of the basic concepts in	Perform basic procedures in applying safety measures in	Recognize the     responsibilities and related     tasks in farm operations	TP_LPAC-ASM-NG-1
application of safety measures in the farm	applying safety measures in farm operations	farm operations	2. Determine the appropriate place and time in employing safety measures in the farm	TP_LPAC-ASM-NG-2
<ul> <li>Appropriate time for employing safety measures in</li> </ul>			3. Identify the appropriate tools, materials, and outfits in the workplace	TP_LPAC-ASM-NG-3
<ul><li>the farm</li><li>Preparation of appropriate tools,</li></ul>			4. Identify the farm works that use chemicals and hazardous tools and equipment	TP_LPAC-ASM-NG-4





CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
materials, and outfits			5. Apply basic first aid when needed	TP_LPAC-ASM-NG-5
<ul> <li>Farm works that involve the use of chemicals and hazardous tools</li> </ul>			6. Demonstrate farm emergency procedures regarding safety of working environment	TP_LPAC-ASM-NG-6
<ul><li>and equipment</li><li>Basic first aid</li><li>Farm emergency</li></ul>			7. Perform proper procedure in cleaning and storing tools and outfits	TP_LPAC-ASM-NG-7
procedures regarding safety of working			8. Perform proper procedure in storing materials and chemicals	TP_LPAC-ASM-NG-8
<ul><li>environment</li><li>Procedure in cleaning and</li></ul>			9. Recognize the government requirement regarding farm waste disposal	TP_LPAC-ASM-NG-9
storing tools and outfits  Technique in storing materials and chemicals  Government requirement regarding farm waste disposal  Waste			10. Demonstrate proper waste management system	TP_LPAC-ASM-NG-10
management system				





CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE		
<b>USING FARM TOOLS A</b>	USING FARM TOOLS AND EQUIPMENT (FTE)					
<ul> <li>Farm equipment</li> <li>Motorized         equipment</li> <li>Electrical         equipment</li> </ul>	Demonstrate understanding of the basic concepts in applying safety measures in farm	Perform basic procedures in applying safety measures in farm operations	<ol> <li>Identify the types, parts, and functions of farm equipment</li> <li>Motorized equipment</li> <li>Electrical equipment</li> </ol>	TP_LPAC-FTE-NG-1		
<ul><li>Farm tools</li><li>Power tools</li><li>Handheld tools</li><li>Parts and functions</li></ul>	operations		<ul><li>2. Identify the types, parts, and functions of farm tools</li><li>- Power tools</li><li>- Handheld tools</li></ul>	TP_LPAC-FTE-NG-2		
<ul><li>of farm tools and equipment</li><li>Safety practices during operations</li></ul>			3. Recognize the safety practices in operating farm equipment	TP_LPAC-FTE-NG-3		
<ul> <li>of farm equipment</li> <li>Preventive maintenance</li> <li>Safety measures and practices</li> </ul>			4. Apply preventive maintenance of farm tools and equipment	TP_LPAC-FTE-NG-4		
PERFORMING BASIC WORKPLACE CALCULATIONS (BWC)						
<ul><li>Problem solving procedures</li><li>Basic mathematical operations</li></ul>	Demonstrate understanding of the basic workplace calculations	Perform basic workplace calculations	1. Exhibit proper estimation of quantities of materials and resources required to complete a workplace task	TP_LPAC-BWC-NG-1		
			2. Recognize the estimated time needed to complete a task	TP_LPAC-BWC-NG-2		





CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
			3. Recognize the basic calculations needed to complete a task	TP_LPAC-BWC-NG-3
			4. Exhibit proper calculation needed to complete a task	TP_LPAC-BWC-NG-4
<b>CARE MANAGEMENT F</b>	<b>OR POULTRY FARMING</b>	(CMP)		
Types of poultry farming	Demonstrates understanding of the basic concepts in managing and caring for poultry farming	Perform care management for poultry farming	Identify the types of poultry farming	TP_LPAC-CMP-NG-1
<ul> <li>Factors to consider in raising backyard poultry</li> <li>Factors to consider in selecting the site for raising backyard poultry</li> <li>Poultry house</li> <li>Kinds of feeds</li> <li>Functions of feeds</li> <li>Methods of feed preparation</li> <li>Feeding management and practices</li> </ul>			2. Recognize the factors to consider in raising backyard poultry	TP_LPAC-CMP-NG-2
			3. Recognize the factors to consider in selecting the site for raising backyard poultry	TP_LPAC-CMP-NG-3
			4. Select poultry house appropriately	TP_LPAC-CMP-NG-4
			5. Identify the different kinds of feeds	TP_LPAC-CMP-NG-5
			6. Recognize the functions of feeds	TP_LPAC-CMP-NG-6
			7. Identify the methods of feed preparation and the systems of feeding	TP_LPAC-CMP-NG-7
			8. Demonstrate appropriate feeding management and practices	TP_LPAC-CMP-NG-8



CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE	
<ul> <li>Different poultry parasites and diseases</li> </ul>			9. Identify the different poultry parasites and diseases	TP_LPAC-CMP-NG-9	
<ul> <li>Prevention and control of poultry parasites and</li> </ul>			10. Exhibit proper prevention and control of poultry parasites and diseases	TP_LPAC-CMP-NG-10	
<ul><li>diseases</li><li>Medication programs for</li></ul>			11. Identify the materials used in harvesting eggs	TP_LPAC-CMP-NG-11	
<ul><li>poultry</li><li>Materials used in</li></ul>			12. Identify the different types of eggs	TP_LPAC-CMP-NG-12	
<ul> <li>harvesting eggs</li> <li>Classification of eggs</li> <li>Handling and storing of eggs</li> </ul>			13. Demonstrate proper handling and storing of eggs	TP_LPAC-CMP-NG-13	
CARE MANAGEMENT FOR SWINE (CMS)					
Factors to consider in selecting a site for a swine project	Demonstrates understanding of the proper managing and	Perform proper managing and caring for swine	1. Discuss the factors to consider in selecting a site for a swine project	TP_LPAC-CMS-NG-1	
Essential nutrients that the animal needs for optimum health	caring for swine		2. Identify the essential nutrients that the animal needs for optimum health	TP_LPAC-CMS-NG-2	
			3. Determine the functions of essential nutrients in swine animals	TP_LPAC-CMS-NG-3	
			4. Classify the feed additives	TP_LPAC-CMS-NG-4	





CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
			5. Identify the methods in feed preparations	TP_LPAC-CMS-NG-5
			6. Demonstrate the different feeding systems    - Feeding dry sows    - Feeding pregnant sows    - Feeding lactating sows    - Feeding growing finishing pigs    - Feeding breeding pigs    - Feeding piglets	TP_LPAC-CMS-NG-6
			8. Recognize the common swine diseases, their signs/symptoms, and parasite infestations	TP_LPAC-CMS-NG-7
			<ul> <li>9. Perform proper caring of swine</li> <li>- Feeding/Providing water</li> <li>- Securing leftovers</li> <li>- Disposing of spoiled food</li> </ul>	TP_LPAC-CMS-NG-8

# Code Book Legend Sample: TP\_LPAC-BAP-NG-1

LEGEN	ND	SAMPLE	
First Entry	Program	Transition Program	TP
First Entry	Area	Livelihood Package Animal Care	LPAC
Lowercase letter/s	Domain/ Content/ Component/ Topic	Basic Concepts in Animal Production	ВАР
			-
Uppercase letters *put hyphen (-) in between letters	Level	Non-Graded	NG
Arabic Number	Learning Outcomes	Identify concepts in animal production	1
			-

DOMAIN / COMPONENT	CODE
Basic Concepts in Animal Production	BAP
Applying Safety Measures in Farm	ASM
Operations	ASM
Using Farm Tools and Equipment	FTE
Performing Basic Workplace	BWC
Calculations	DVVC
Care Management for Poultry	CMP
Farming	CIMP
Care Management for Service	CMS

**Learning Area: BEAUTY CARE** 

## **Description:**

The **Beauty Care** area covers the basic/fundamental skills and concepts in Beauty Care which include the following: 1.) Health, Safety, and Security in the Workplace, 2.) Customer Services and Relations to Clients, 3.) Basic Tools and Equipment, 4.) Spa Treatment 5.) Nail Care Services 6.) Basic Hair Care, and 7.) Hairstyling.

CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
HEALTH, SAFETY, AND S	SECURITY IN THE	WORKPLACE (HSS)		
Safe and effective procedures in work environment	Demonstrates understanding of the maintenance of a safe, clean, and efficient work	Performs the procedures in maintaining a safe, clean, and efficient work environment	<ol> <li>Identify hygiene procedures and risks in maintaining the work environment</li> <li>Identify procedures in preparing and maintaining a work area</li> <li>Follow hygiene procedures to</li> </ol>	TP_LPBC-HSS-NG-1  TP_LPBC-HSS-NG-2  TP_LPBC-HSS-NG-3
	environment		prevent risks 4. Prepare and maintain the work area 5. Provide a relaxing and caring environment to clients 6. Observe a safe, clean, and efficient work environment	TP_LPBC-HSS-NG-4 TP_LPBC-HSS-NG-5 TP_LPBC-HSS-NG-6
<b>CUSTOMER SERVICES A</b>	ND RELATIONS TO	CLIENTS (CRS)		
Technical knowledge of the	Demonstrates understanding of	Performs effective customer service	Familiarize themselves with the different salon products	TP_LPBC-CRS-NG-1
<ul> <li>Salon products</li> <li>Salon services</li> <li>Intrapersonal skills</li> <li>Self-confidence</li> <li>Self-discipline</li> </ul>	quality, efficient, and effective customer services and relations	skills and attitudes in dealing with salon clients	Discuss the essential skills to develop effective customer service and relations     Intrapersonal     Interpersonal	TP_LPBC-CRS-NG-2

	CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
•	<ul> <li>Self-management</li> <li>Interpersonal skills</li> <li>Effective         communication         skills</li> <li>Listening</li> <li>Self-control,         positive attitude,         assertiveness, and         respect</li> <li>Conflict resolution,         empathy</li> <li>Depersonalization</li> <li>Taking         responsibility</li> <li>Sense of humor         Professionalism</li> <li>Time management</li> <li>Organizational         skills</li> </ul>	STANDARDS	STANDARDS	- Professionalism  3. Exhibit skills in dealing with clients' queries, needs, and preferences 3.1 Assessing clients' needs 3.2 Answering queries 3.3 Preparing clients  4. Provide quality and efficient customer services to develop positive relationship with customers  5. Exude professionalism in accordance with the salon's policies/protocols	TP_LPBC-CRS-NG-4  TP_LPBC-CRS-NG-5
	<ul> <li>Following salon policies/protocols</li> </ul>				
В	ASIC TOOLS, EQUIPME	NT, AND THEIR US	SES (BTE)		
•	Basic tools and equipment for beauty care	Demonstrates understanding of the basic tools and	Executes proper use of basic beauty care tools and	Identify tools and equipment used in providing beauty care services as per job requirement	TP_LPBC-BTE-NG-1
•	Use of basic tools and equipment	equipment in	equipment	Demonstrate proper use of beauty care tools and equipment	TP_LPBC-BTE-NG-2





	CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
•	Maintenance of basic tools and equipment	beauty care services		Identify procedures in maintaining tools, equipment, and stock	TP_LPBC-BTE-NG-3
•	Storing of tools and equipment and disposal of waste			4. Explain the procedures in storing tools and equipment and proper disposal of waste	TP_LPBC-BTE-NG-4
•	Occupational health and safety			5. Clean and store tools, equipment, supplies, and materials after use in accordance with salon procedures	TP_LPBC-BTE-NG-5
				6. Dispose waste materials properly	TP_LPBC-BTE-NG-6
				7. Check and maintain tools, equipment, and stock	TP_LPBC-BTE-NG-7
В	BASIC SPA TREATMENT (BST)				
•	Benefits of spa treatments	Demonstrates understanding of	Performs basic spa treatments and	Identify the benefits of spa treatments to the body	TP_LPBC-BST-NG-1
•	Types of spa treatment – Hand spa – Foot spa	the different procedures in performing basic	services to clients independently	2. Identify the procedures in performing spa treatments to clients including pre and post treatments and activities	TP_LPBC-BST-NG-2
•	<ul><li>Body treatments</li><li>Basic spa treatment</li></ul>	spa treatments to clients		Perform pre spa treatments and activities	TP_LPBC-BST-NG-3
	procedures			4. Demonstrate spa treatments to	TP_LPBC-BST-NG-4
•	Pre and post spa			client	
	treatments and			– Hand spa	
	activities			<ul><li>Foot spa</li><li>Body treatments</li></ul>	
				5. Perform post spa treatment and activities	TP_LPBC-BST-NG-5





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
			6. Use tools and equipment properly in performing pre and post basic spa treatments and activities	TP_LPBC-BST-NG-6
			7. Observe health and safety procedures in basic spa treatment	TP_LPBC-BST-NG-7
NAIL CARE SERVICES (N	NCS)			
Benefits of nail care services	Demonstrates understanding of	Performs basic nail care services to	Identify the benefits of nail care services	TP_LPBC-NCS-NG-1
<ul> <li>Types of nail care services</li> <li>Manicuring</li> </ul>	Types of nail care the different services procedures in nail	clients independently	2. Identify the procedures in performing nail care services to clients including pre and post nail care activities	TP_LPBC-NCS-NG-2
			Perform pre-nail care services and activities	TP_LPBC-NCS-NG-3
-			<ul><li>4. Demonstrate nail care services to clients</li><li>– Manicuring</li><li>– Pedicuring</li></ul>	TP_LPBC-NCS-NG-4
			5. Perform post nail care services and activities	TP_LPBC-NCS-NG-5
			6. Use tools and equipment properly in performing pre and post nail care services and activities	TP_LPBC-NCS-NG-6
			7. Observe health and safety procedures in basic spa treatment	TP_LPBC-NCS-NG-7
BASIC HAIR CARE SERV	ICES (BHC)			
Benefits of hair care      Benefits of hair care      Benefits of hair care			Identify the benefits of hair care services	TP_LPBC-BHC-NG-1

CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
<ul><li>Types of basic hair care services</li><li>Draping</li></ul>	Demonstrates understanding of the basic hair care	Performs basic hair care activities to clients	2. Identify the different procedures in basic hair care services and pre and post hair care activities	TP_LPBC-BHC-NG-2
<ul><li>Shampooing</li><li>Blow drying</li></ul>	activities	independently	3. Demonstrate pre-hair care services and activities	TP_LPBC-BHC-NG-3
<ul><li>Basic hair care procedures</li><li>Pre and post hair care activities</li></ul>	performed to clients		<ul><li>4. Perform basic hair care services</li><li>– Draping</li><li>– Shampooing</li><li>– Blow drying</li></ul>	TP_LPBC-BHC-NG-4
			5. Perform hair care services and activities	TP_LPBC-BHC-NG-5
			6. Use tools and equipment properly in performing pre and post hair care services and activities	TP_LPBC-BHC-NG-6
			7. Observe health and safety procedures in basic spa treatment	TP_LPBC-BHC-NG-7
HAIR STYLING (HST)				
<ul> <li>Benefits of having hairstyling skills</li> </ul>	Demonstrates understanding of	Performs basic hair styling services to	Identify the benefits of obtaining hairstyling skills	TP_LPBC-HST-NG-1
• Fundamental principles of hairstyling	basic hair styling services to clients	clients independently	2. Recognize the fundamental principles of hairstyling	TP_LPBC-HST-NG-2
<ul><li>Body shape and height</li><li>Facial shape</li></ul>	Services to cheries	писреписти	3. Identify the different techniques in basic hair parting, blocking, and sectioning	TP_LPBC-HST-NG-3
<ul><li>Head shape</li><li>Hair texture,</li></ul>			4. Perform the steps in basic hair parting, blocking, and sectioning	TP_LPBC-HST-NG-4
length, and density Hair growth			5. Differentiate the various methods of hairstyling	TP_LPBC-HST-NG-5

	CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCY	CODE
•	Basic hair parting, blocking, and sectioning techniques Methods of hair styling – Non-thermal – Shapers	STANDARDS	STANDARDS	6. Perform the various methods of hairstyling  - Non-thermal  - Shapers  - Thermal styling (electric gadgets)	TP_LPBC-HST-NG-6
•	<ul> <li>Thermal styling (electric gadgets)</li> <li>Kinds of hairstyle</li> </ul>			<ul><li>7. Perform hairstyling using special effects in hairstyling</li><li>8. Identify the kinds of hairstyle</li></ul>	TP_LPBC-HST-NG-7 TP_LPBC-HST-NG-8
•	<ul><li>Casual</li><li>Formal</li><li>Creative</li><li>Special effects in hairstyling</li></ul>			<ul> <li>9. Perform various hairstyling techniques to client</li> <li>– Casual</li> <li>– Formal</li> <li>– Creative</li> </ul>	TP_LPBC-HST-NG-9
•	Hairstyling services			<ul> <li>10. Provide hairstyling services to clients</li> <li>11. Use tools and equipment properly in performing pre and post basic spa treatments and activities</li> <li>12. Observe health and safety procedures in basic spa treatment</li> </ul>	TP_LPBC-HST-NG-10 TP_LPBC-HST-NG-11 TP_LPBC-HST-NG-12

#### **GLOSSARY**

**Beauty Care Services** 

Blow Drying Body Massage

**Body Scrub** 

Clients

Customer Relations Customer Service Detangle Draping

Hair Drying Hand Spa

Foot Spa

Hairstyling
Interpersonal Skills

Intrapersonal Skills Manicuring

licuring

List document, DEPED-OSEC-433737

- These are services related to maintaining one's good looks and hygiene performed to clients by trained beauty care service providers. These services may vary from hair and makeup, facial care, hand/foot and nail care, body/skin care, etc.
- This is a type of beauty care service that dries and styles hair using a handheld dryer.
- This is a type of beauty care service that provides treatment of body stress or pain through manipulation of soft tissues in the body using various massage techniques.
- This is a type of beauty care service that leaves the skin exfoliated and hydrated using any type of formulated/homemade products.
- This is defined as a person/organization that purchases products/services to seller/business.
- This is the way a business interacts with customers, clientele, and patrons.
- This is the process of ensuring satisfactory products/services to clients.
- This is the act of removing tangles from hair using fingers or hair brush/comb.
- This is the act of covering/wrapping the client's body with cloth.
- This is a type of beauty care service that cleanses, smoothens, exfoliates, and moisturizes feet using numerous materials and equipment.
- This is the act of drying one's hair using a handheld dryer and/or towel/dry cloth.
- This is the act of removing callouses and dead skin cells for replenishing, restoring, and rejuvenating naturally tired hands.
- This refers to the act of styling hair using various techniques.
- These are skills used everyday to interact and communicate with other people; may it be individually or in groups.
- These are internal skills, perceptions, and attitudes that occur within a person's own mind.
- This is a treatment for the hands that involves skin softening and making the nails look better by cutting, trimming, smoothing, and/or painting them.

Professionalism

Rinse

Salon

Salon Products

Salon Services Sanitize Shampooing

- This is a treatment for the feet that involves the removal of dry skin, nail trimming, cutting, smoothing, painting, and skin softening.
- This refers to the conduct, aims, qualities, and character exhibited by a trained and skilled individual/group in a workplace.
- This is the act of cleaning and/or removing soap, detergent, dirt, and impurities using clean water.
- This is an establishment that offers a variety of beauty care services for men and women done by skilled/trained beauticians
- These are several products offered by salons for beauty care service providers to be used, traded, and purchased (by customers).
- These are services related to skin, hair, nail, and facial care offered by salons.
- This is the act of cleaning any equipment and/or tools used in any beauty care services.
- This is the act of washing/cleaning the hair using shampoo.

## **Code Book Legend**

Sample: TP\_LPBC-HSS-NG-12

LEGEI	ND	SAMPLE	
First Entry	Program	Transition Program	TP_LPHE
	Area	Livelihood Package Beauty Care	LPBC
Lowercase letter/s	Domain/ Content/ Component/ Topic	Health, Safety and Security in the Workplace	HSS
			-
Uppercase letters *put hyphen (-) in between letters	Level	Non-Graded	NG
Arabic Number Learning Outcomes		Basic Concept in Hairdressing	1
			-

DOMAIN / COMPONENT	CODE
Health, Safety and Security in the	HSS
Workplace	
Customer Services and Relations to	CD C
Clients	CRS
Basic Tools, Equipment and its Uses	BTE
Basic Spa Treatment	BST
Nail Care Services	NCS
Basic Hair Care Services	BHC
Hairstyling	HST

Learning Area: **BREAD AND PASTRY PRODUCTION** 

#### **Description**

The bread and pastry area covers the basic concepts in bread and pastry production, use of baking tools and equipment, cleaning and maintaining baking tools and equipment, storing/stacking /sorting/stabilizing /sustaining tools and equipment, health and safety measures and procedures on equipment, tools, and working areas, basic mensuration and calculation, preparation and production of bakery products, preparation and production of pastry products, demonstration and presentation of pastry products, storage of pastry products, preparation and presentation of gateaux, tortes, and cakes, preparation and use of fillings, cake decorations, cake presentations, cake storage, preparation and display of petits fours, preparation of fresh petits fours, preparation of marzipan petits fours, preparation of caramelized petits fours, display of petits fours, petits fours storage, desserts presentation, planning, preparation, and presentation of dessert buffet selection or plating, and storage and packaging of desserts.

CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
<b>BASIC CONCEPTS IN BREAD AN</b>	ID PASTRY PRODUCT	TON (BCB)		
<ul> <li>Basic concepts in bread and pastry production</li> </ul>	Demonstrates understanding of the	Recognize the basic competencies	Identify the basic core concepts in bread and pastry	TP_LPBP-BCB-NG-1
Career opportunities	basic concepts in bread and pastry production	in bread and pastry production according to their individual capability	2. Identify career opportunities in bread and pastry production	TP_LPBP-BCB-NG-2
<b>USE OF BAKING TOOLS AND EQ</b>	UIPMENT (EBT)			
<ul><li>Baking tools and equipment</li><li>Types of baking tools and</li></ul>	Demonstrates understanding of the use of baking tools	Performs the proper use of baking tools and	1. Recognize the tools, equipment, and paraphernalia used in baking	TP_LPBP-EBT-NG-1
<ul><li>equipment</li><li>Classification of tools and equipment</li></ul>	and equipment	equipment	<ul><li>2. Classify the different tools and equipment used in baking</li><li>Ovens</li><li>Other baking equipment</li></ul>	TP_LPBP-EBT-NG-2





CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
<ul> <li>Functions and use of baking tools and equipment</li> <li>Appropriate use of baking tools and equipment</li> </ul>			<ul> <li>Preparatory tools</li> <li>Measuring tools</li> <li>Mixing tools</li> <li>Cutting tools</li> <li>Baking pans</li> <li>Recognize the uses and functions of the different baking tools and equipment</li> <li>Demonstrate the proper use of baking tools and equipment</li> </ul>	TP_LPBP-EBT-NG-3 TP_LPBP-EBT-NG-4
<b>CLEANING AND MAINTAINING</b>	BAKING TOOLS AND	EQUIPMENT (CMB		
<ul> <li>Basic types of chemicals for cleaning and sanitizing baking tools and equipment</li> <li>Steps in cleaning and sanitizing baking tools and equipment</li> <li>Procedures and instructions in cleaning baking premises</li> </ul>	Demonstrates understanding of the	Exhibits proper maintenance of baking tools and equipment	Identify the basic types of chemicals for cleaning and sanitizing baking tools and equipment     Classify the basic types of chemicals for cleaning and sanitizing baking tools and equipment according to their	TP_LPBP-CMB-NG-1 TP_LPBP-CMB-NG-2
(floor and storage areas)			use 3. Identify the chemicals to be utilized in cleaning and sanitizing baking tools and equipment 4. Demonstrate the steps and procedures in cleaning and	TP_LPBP-CMB-NG-3 TP_LPBP-CMB-NG-4

CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
			sanitizing baking tools and equipment	
			5. Observe precautionary	TP_LPBP-CMB-NG-5
			measures in the use of	
			chemicals for cleaning and	
			sanitizing baking tools and	
			equipment	
			6. Demonstrate proper	TP_LPBP-CMB-NG-6
			procedures and instructions in	
			cleaning baking premises	
			(floor and storage areas)	
STORING/STACKING /SORTIN		ı		
<ul> <li>5 Pillars of House Keeping</li> </ul>	Demonstrates	Performs proper	1. Identify the right and	TP_LPBP-STE-NG-1
	understanding of the	storing/stacking	appropriate place for storage	
	proper	tools and	or stacking of tools and	
	storing/stacking tools	equipment	equipment	
	and equipment		2. Store or stack cleaned	TP_LPBP-STE-NG-2
			equipment and utensils safely	
			in the designated place	
HEALTH AND SAFETY MEASURE				
<ul> <li>Types of hazard/risk in the</li> </ul>	Demonstrates	Practices	1. Identify the types of	TP_LPBP-HSM-NG-1
workplace	understanding of the	occupational health	hazards and risks in the	
- Physical	practice of proper	and safety in the	workplace	
- Biological	health and safety	workplace	2. Demonstrate proper	TP_LPBP-HSM-NG-2
- Chemical	measures in the		procedure for controlling	
- Fire	workplace		hazards/risks	





CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
<ul> <li>Possible hazards and risks in performing work</li> <li>Concepts of working health and safety procedures</li> </ul>				
<b>BASIC MENSURATION AND CAL</b>	CULATION (BMC)			
<ul><li>Types of measuring tools and their uses</li><li>Measuring techniques of</li></ul>	Demonstrates understanding of basic mensuration	Performs basic mensuration and calculation in	Identify the types of measuring tools used in baking	TP_LPBP-BMC-NG-1
ingredients - Dry ingredients - Liquid ingredients	and calculation in baking	baking cookery	2. Recognize the abbreviations and equivalents of measurements	TP_LPBP-BMC-NG-2
Measurement abbreviations			3. Identify the functions and uses of the different measuring tools	TP_LPBP-BMC-NG-3
			4. Measures ingredients using appropriate measuring tools  - Dry ingredients  - Liquid ingredients	TP_LPBP-BMC-NG-4
PREPARATION AND PRODUCTI	ON OF BAKERY PROD	OUCTS (PPB)		
<ul><li>Types of bakery products</li><li>Baking ingredients and their substitutes</li></ul>	Demonstrates understanding of the basic concepts and	Performs proper procedures in preparing and	1. Recognize the types of bakery products	TP_LPBP-PPB-NG-1
<ul> <li>Accurate measurement of ingredients</li> <li>Mixing procedures/formulation/</li> </ul>	theories in bread and pastry production	producing bakery products	2. Use the proper ingredients and their substitutes according to the recipe given	TP_LPBP-PPB-NG-2





CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
recipes, and desired characteristics of various bakery products  • Baking techniques,			3. Demonstrate proper and accurate measurement of ingredients	TP_LPBP-PPB-NG-3
<ul> <li>appropriate conditions, an enterprise requirements and standards</li> <li>Temperature ranges in baking pastry products</li> </ul>	d		4. Demonstrate proper mixing procedures/formulation/ recipes, and desired product characteristics of various bakery products	TP_LPBP-PPB-NG-4
Suggested projects: 1.1. Dinner roll 1.2. Pan de sal 1.3. Cinnamon roll 1.4. Ensaymada 1.5. Pan de coco			5. Demonstrate proper baking techniques and observe appropriate conditions, temperature ranges, and enterprise requirements and standards in bakery products	TP_LPBP-PPB-NG-5
PREPARATION AND PRODUC	TION OF PASTRY PROD	OUCTS (PPP)		
<ul> <li>Culinary and technical terms related to pastry products</li> <li>Types of pastry products</li> </ul>	Demonstrates understanding of the basic concept in	Performs proper procedures in preparing and	1. Discuss the culinary and technical terms related to pastry products	TP_LPBP-PPP-NG-1
<ul> <li>Baking techniques, appropriations, and enterprise</li> </ul>	•	producing pastry products	2. Recognize the types of pastry products	TP_LPBP-PPP-NG-2
<ul> <li>requirements and standards</li> <li>Ratio of ingredients required produce a balance formula</li> <li>Correct proportion control, yields, weights, and sizes for</li> </ul>	products to		3. Demonstrate proper baking techniques and observe appropriate conditions and enterprise requirements and standards	TP_LPBP-PPP-NG-3





CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
<ul> <li>profitability</li> <li>Mixing         procedures/formulation/recipes         and desired characteristics of     </li> </ul>			4. Recognize the correct proportion control, yields, weights, and sizes for profitability	TP_LPBP-PPP-NG-4
<ul> <li>various pastry products</li> <li>Temperature ranges in baking pastry products</li> <li>Suggested projects:</li> <li>Pies</li> </ul>			5. Demonstrate proper mixing procedures/formulation/recipe, temperature ranges, and desired characteristics of various pastry products	TP_LPBP-PPP-NG-5
<ul> <li>Pineapple pie</li> <li>Buko pie</li> <li>Egg pie</li> <li>Pizza</li> <li>Empanada</li> </ul>			various pustry products	
• Tart • Etc.	ITATION OF BACTRY	DDODUCTO (DDD)		
DEMONSTRATION AND PRESEN			1.5	TP_LPBP-DPP-NG-1
Types and classifications of	Demonstrates	Performs proper	1. Recognize the types and	IP_LPDP-DPP-NG-1
fillings, coatings/icings, and	understanding of the	procedures in the	classifications of fillings,	
glazes	basic concepts in	preparation of	coatings/icings, and glazes	TP_LPBP-DPP-NG-2
Regular and special fillings  and coating/ising, glazes	decorating and	various fillings and	2. Recognize the regular and	TF_LFDF-DFF-NG-2
and coating/icing, glazes and decorations	presenting pastry products	coatings/icings, glazes, and	special fillings and coatings/icings, glazes, and	
<ul> <li>Decorative techniques and</li> </ul>	products	decorations for	decorations	
rules for garnishing		pastry products	3. Identify the tools and	TP_LPBP-DPP-NG-3
Tools and materials in		according to	materials in decorating,	
decorating, finishing, and		standard recipes,	finishing, and presenting	
presenting		enterprise	pastry products	
Standards and procedures		standards, and/or		

CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
<ul><li>in decorating pastry</li><li>products</li><li>Standards and procedures</li></ul>		customer preferences	4. Demonstrate the decorative techniques and rules for garnishing	TP_LPBP-DPP-NG-4
<ul><li>in finishing pastry products</li><li>Plating and presenting pastry products</li></ul>			5. Follow standards and procedures in decorating pastry products	TP_LPBP-DPP-NG-5
			6. Follow standards and procedures in finishing pastry products	TP_LPBP-DPP-NG-6
			7. Demonstrate proper plating and presenting pastry products	TP_LPBP-DPP-NG-7
STORAGE OF PASTRY PRODUCT	rs (SPP)			
<ul> <li>Different kinds of packaging materials to be used</li> <li>Shelf-life of pastry products</li> </ul>	Demonstrates understanding of basic concepts in storing pastry	Performs proper storing of pastry products	Identify the different packaging materials to be used in storing pastry products	TP_LPBP-SPP-NG-1
<ul> <li>Standards and procedures in storing pastry products</li> </ul>	products		2. Recognize the shelf-life of pastry products	TP_LPBP-SPP-NG-2
<ul> <li>Standards and procedures in packaging pastry products</li> </ul>			3. Demonstrate proper standards and procedures in storing pastry products	TP_LPBP-SPP-NG-3
			4. Demonstrate proper standards and procedures in packaging pastry products	TP_LPBP-SPP-NG-4





CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE	
PREPARATION AND PRESENTATION OF GATEAUX, TORTES, AND CAKES (PPG)					
<ul><li>Culinary terms related to cakes</li><li>Different types of cakes</li></ul>	Demonstrates understanding of the core concepts in	Performs proper procedure in preparing and	Explain the culinary terms related to cakes	TP_LPBP-PPG-NG-1	
<ul> <li>Main ingredients used for a variety of cakes</li> <li>Recipe specifications,</li> </ul>	preparing and presenting gateaux, tortes, and cakes	presenting gateaux, tortes, and cakes	2. Discuss the different types of cakes	TP_LPBP-PPG-NG-2	
techniques and conditions, and desired product characteristics  • How to measure ingredients	, and the second		3. Identify the main ingredients used for a variety of cakes	TP_LPBP-PPG-NG-3	
<ul> <li>Correct proportion control, yields, weights, and sizes for profitability</li> <li>Specific temperature used for different types of cakes</li> </ul>			4. Explain the recipe specifications, techniques and conditions, and desired product characteristics	TP_LPBP-PPG-NG-4	
<ul> <li>Pre-heating the oven</li> <li>Mixing methods used for a variety of cakes</li> <li>Required equipment and materials for baking cakes</li> <li>Cooling temperature for</li> </ul>			5. Demonstrate the proper procedure in measuring ingredients, proportion control, yields, weights, and sizes for profitability	TP_LPBP-PPG-NG-5	
cakes  Suggested projects:  - Batter cake with butter icing  - Sponge cake with butter cream filling and icing			6. Recognize the specific temperature, equipment, and materials used for different types of cakes	TP_LPBP-PPG-NG-6	





CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
<ul><li>Chiffon cake with boiled icing or fondant icing</li><li>Chocolate cake</li></ul>			7. Demonstrate the proper methods of mixing used for a variety of cakes	TP_LPBP-PPG-NG-7
PREPARATION AND USE OF FIL	LINGS (PUF)			
Identification of fillings     appropriate for specific     cakes	Demonstrates understanding of the basic concepts in the	Performs proper procedure in preparing and	<ol> <li>Identify the appropriate fillings for specific cakes</li> <li>Identify the required</li> </ol>	TP_LPBP-PUF-NG-1 TP_LPBP-PUF-NG-2
<ul> <li>Identification of the required consistency and</li> </ul>	preparation and use of fillings	using fillings	consistency and appropriate flavor of fillings	
<ul> <li>appropriate flavor of fillings</li> <li>Filling and assembling cakes according to the standard recipe specifications</li> </ul>			3. Demonstrate the procedures in filling and assembling cakes according to the standard recipe specifications	TP_LPBP-PUF-NG-3
<ul> <li>Classification of coatings and sidings based on the required recipe specifications and product characteristics</li> </ul>			4. Classify coatings and sidings based on the required recipe specifications and product characteristics	TP_LPBP-PUF-NG-4
CAKE DECORATIONS (CDS)				
<ul><li>Specific decorations appropriate for cakes</li><li>Standard recipes of icings</li></ul>	Demonstrates understanding of the basic concepts in	Performs proper procedures in decorating cakes	Identify the specific decorations appropriate for cakes	TP_LPBP-CDS-NG-1
<ul><li>and decorations for cakes</li><li>Application of steps and procedures in icing a cake</li></ul>	decorating cakes		2. Identify the standard recipes of icings and decorations for cakes	TP_LPBP-CDS-NG-2





CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
<ul> <li>Types of icing/frosting and their uses</li> </ul>			3. Recognize the types of icing/frosting and their uses	TP_LPBP-CDS-NG-3
			4. Demonstrate the proper steps and procedures in icing a cake	TP_LPBP-CDS-NG-4
CAKE PRESENTATIONS (CPS)				
<ul><li>Presenting and plating cakes</li><li>Selection and usage of</li></ul>	Demonstrates understanding of the basic concepts in	Performs proper procedure in presenting cakes	Exhibit the proper procedure in presenting and plating cakes	TP_LPBP-CPS-NG-1
<ul> <li>equipment in accordance         with service requirements</li> <li>Identification of product         freshness, appearance,         characteristics of prepared</li> </ul>	presenting cakes		2. Demonstrate the proper selection and usage of equipment in accordance with service requirements	TP_LPBP-CPS-NG-2
cakes  • Portion-controlled cutting to minimize the wastage of cake			3. Recognize product freshness, appearance, characteristics of prepared cakes	TP_LPBP-CPS-NG-3
Standard size and weight per serving			4. Demonstrate proper portion-controlled cutting to minimize the wastage of cake	TP_LPBP-CPS-NG-4
			5. Recognize the standard size and weight per serving	TP_LPBP-CPS-NG-5
CAKE STORAGE (CSE)				
<ul> <li>Standards and procedures of storing cake products</li> <li>Factors to consider in</li> </ul>	Demonstrates understanding of the basic concepts in	Performs proper procedure in storing cakes	1. Recognize the storage methods and temperature for cakes	TP_LPBP-CSE-NG-1
storing cakes	storing cakes		2. Explain the factors to	TP_LPBP-CSE-NG-2

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CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE		
<ul><li>Storage methods for cakes</li><li>Storage temperature for</li></ul>			consider in storing cakes			
cakes			3. Demonstrate proper standards and procedures of storing cake products	TP_LPBP-CSE-NG-3		
PREPARATION AND DISPLAY O	F PETITS FOURS (PD	P)				
<ul> <li>Characteristics of classical and contemporary petits fours</li> </ul>	Demonstrates understanding of the basic concepts in	Perform proper procedure in preparing and	1. Explain the characteristics of classical and contemporary petits fours	TP_LPBP-PDP-NG-1		
<ul><li>Underlying principles in preparing petit fours</li><li>Types and kinds of sponges</li></ul>	preparing and displaying petits fours	displaying petits fours	2. Discuss the underlying principles in preparing petit fours	TP_LPBP-PDP-NG-2		
<ul><li>and bases</li><li>Different kinds of fillings</li></ul>			3. Recognize the types and kinds of sponges and bases	TP_LPBP-PDP-NG-3		
<ul> <li>Procedure in making fondant icing</li> </ul>			4. Recognize the different kinds of fillings	TP_LPBP-PDP-NG-4		
Decorations and designs			5. Demonstrate the proper procedure in making fondant icing	TP_LPBP-PDP-NG-5		
			6. Demonstrate the proper procedure in decorating and designing petits fours	TP_LPBP-PDP-NG-6		
PREPARATION OF FRESH PETIT	PREPARATION OF FRESH PETITS FOURS (PFP)					
<ul><li>Kinds of small choux paste</li><li>Types of sweet paste and fillings</li></ul>	Demonstrates understanding of the basic concepts in	Performs proper procedure in preparing fresh	1. Explain the kinds of small choux paste	TP_LPBP-PFP-NG-1		
<ul> <li>Different garnishes, glazes,</li> </ul>	preparing fresh	petits fours	2. Discuss the types of sweet	TP_LPBP-PFP-NG-2		





CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
<ul><li>and finishes</li><li>Standards operating</li></ul>	petits fours		paste and fillings	
procedures in preparing fresh petits fours			3. Identify the different garnishes, glazes, and finishes appropriate for the recipe given	TP_LPBP-PFP-NG-3
			4. Demonstrate the standards operating procedures in preparing fresh petits fours	TP_LPBP-PFP-NG-4
PREPARATION OF MARZIPAN P	ETITS FOURS (PMP)			
<ul> <li>Flavor and shape specifications and enterprise standards of quality marzipan</li> </ul>	Demonstrates understanding of the basic concepts in preparing marzipan	Performs proper procedure in preparing marzipan petits fours	1. Explain the appropriate flavor and shape specifications and standards of quality marzipan	TP_LPBP-PMP-NG-1
<ul> <li>Standards operating procedures in coating marzipan fruits</li> </ul>	petits fours		2. Demonstrate the standards operating procedures in coating marzipan fruits	TP_LPBP-PMP-NG-2
PREPARATION OF CARAMELIZE	D PETITS FOURS (PO			
<ul> <li>Specifications of fresh fruits needed to caramelize</li> <li>Specifications of dried fruits</li> </ul>	Demonstrates understanding of the basic concepts in	Performs proper procedure in preparing marzipan	1. Discuss the specifications of fresh fruits needed to caramelize	TP_LPBP-PCP-NG-1
needed • Kinds of sugar to	preparing marzipan petits fours	petits fours	2. Identify the specifications of dried fruits needed	TP_LPBP-PCP-NG-2
caramelize			3. Identify the kinds of sugar to caramelize	TP_LPBP-PCP-NG-3





CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE	
DISPLAY OF PETITS FOURS (DPF)					
<ul> <li>Kinds and uses of receptacles for petits fours</li> </ul>	Demonstrates understanding of the	Performs proper procedure in	1. Identify the kinds and uses of receptacles for petits fours	TP_LPBP-DPF-NG-1	
<ul> <li>Tips on how to display petits fours</li> </ul>	basic concepts in displaying petits	displaying petits fours	2. Explain the tips on how to display petits fours	TP_LPBP-DPF-NG-2	
Standards and procedures in displaying petits fours	fours		3. Demonstrate the standards and procedures in displaying petits fours	TP_LPBP-DPF-NG-3	
PETITS FOURS STORAGE (PFS)					
<ul><li>Temperature requirements in storing petits fours</li><li>Standards and procedures</li></ul>	Demonstrates understanding of the basic concepts in	Performs proper procedure in displaying petits	1. Recognize the temperature requirements in storing petits fours	TP_LPBP-PFS-NG-1	
in storing and packaging petits fours	displaying petits fours	fours	2. Demonstrate the standards and procedures in storing and packaging petits fours	TP_LPBP-PFS-NG-2	
DESSERTS PRESENTATION (DP	N)				
<ul> <li>Varieties and characteristics of specialized cakes, both classical and contemporary,</li> </ul>	Demonstrates understanding of the basic concepts and	Performs proper procedure in presenting desserts	1. Discuss the culinary terms related to specialized cakes and other types of desserts	TP_LPBP-DPN-NG-1	
<ul> <li>and other types of desserts</li> <li>Commodity knowledge, including quality indicators of specialized cakes and other types of desserts</li> </ul>	procedure in presenting desserts		2. Explain the varieties and characteristics of specialized cakes, both classical and contemporary, and other types of desserts	TP_LPBP-DPN-NG-2	
Culinary terms related to specialized cakes and other types of desserts			3. Identify the indicators of specialized cakes and other types of desserts	TP_LPBP-DPN-NG-3	





CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCY	CODE
<ul> <li>Portion control and yield</li> <li>Standard recipe         specifications of specialized cakes and other types of     </li> </ul>			4. Demonstrate the standard recipe specifications of specialized cakes and other types of desserts	TP_LPBP-DPN-NG-4
<ul><li>desserts</li><li>Standard operating</li><li>Procedures in preparing other types of desserts</li></ul>			5. Demonstrate the proper standard operating procedures in preparing other types of desserts	TP_LPBP-DPN-NG-5
PLANNING, PREPARATION, ANI	D PRESENTATION OF	DESSERT BUFFET	SELECTION OR PLATING (PD	
<ul> <li>Planning, preparing, and presenting trolley services</li> <li>Arranging and preparing variety of desserts</li> </ul>	Demonstrates understanding of the basic concepts in planning, preparing, and presenting dessert buffet	Performs proper procedures in planning, preparing, and presenting dessert buffet selection or	<ol> <li>Demonstrate proper procedures in planning, preparing, and presenting trolley services</li> <li>Demonstrate proper procedures in arranging and</li> </ol>	TP_LPBP-PDS-NG-1 TP_LPBP-PDS-NG-2
	selection or plating	plating	preparing variety of desserts	
<ul> <li>Temperature range in storing desserts</li> <li>Packaging design</li> </ul>	Demonstrates understanding of the basic concepts in	Perform proper procedures in storing and	Identify the correct temperature range needed in storing desserts	TP_LPBP-SPD-NG-1
techniques  • Standards and procedures in storing and packaging desserts	storing and packaging desserts	packaging desserts	<ol> <li>Demonstrate the proper packaging design techniques</li> <li>Demonstrate the standards and procedures in storing and packaging desserts</li> </ol>	TP_LPBP-SPD-NG-2 TP_LPBP-SPD-NG-3

# Code Book Legend Sample: TP\_LPBP-BCB-NG-1

LEGEN	D	SAMPLE	
First Entry	Program	Transition Program	TP_LPBP
Thist Littly	Area	Bread and Pastry Production	ВР
Lowercase letter/s	Domain/ Content/ Component/ Topic	Basic Concepts in Bread and Pastry Production	всв
			-
Uppercase letters *put hyphen (-) in between letters	Level	Non-Graded	NG
Arabic Number Learning Outco		Identify the basic core concepts in bread and pastry	1
			-

DOMAIN / COMPONENT	CODE
BASIC CONCEPTS IN BREAD AND PASTRY PRODUCTION	ВСВ
USE OF BAKING TOOLS AND EQUIPMENT	EBT
CLEANING AND MAINTAINING BAKING TOOLS AND EQUIPMENT	CMB
STORING/STACKING /SORTING/STABILIZING /SUSTAINING TOOLS AND EQUIPMENT	STE
HEALTH AND SAFETY MEASURES AND PROCEDURES ON EQUIPMENT, TOOLS, AND WORKING AREAS	HSM
BASIC MENSURATION AND CALCULATION	BMC
PREPARATION AND PRODUCTION OF BAKERY PRODUCTS	PPB
PREPARATION AND PRODUCTION OF PASTRY PRODUCTS	PPP
DEMONSTRATION AND PRESENTATION OF PASTRY PRODUCTS	DPP
STORAGE OF PASTRY PRODUCTS	SPP
PREPARATION AND PRESENTATION OF GATEAUX, TORTES, AND CAKES	PPG
PREPARATION AND USE OF FILLINGS	PUF
CAKE DECORATIONS	CDS
CAKE PRESENTATIONS	CPS
CAKE STORAGE	CSE
PREPARATION AND DISPLAY OF PETITS FOURS	PDP
PREPARATION OF FRESH PETITS FOURS	PFP
PREPARATION OF MARZIPAN PETITS FOURS	PMP
PREPARATION OF CARAMELIZED PETITS FOURS	PCP
DISPLAY OF PETITS FOURS	DPF
PETITS FOURS STORAGE	PFS
DESSERTS PRESENTATION	DPN
PLANNING, PREPARATION, AND PRESENTATION OF DESSERT BUFFET SELECTION OR PLATING	PDS
STORAGE AND PACKAGING OF DESSERTS	SPD

**Learning Area: COOKERY** 

#### **Description**

The cookery area covers the basic concepts in cookery, use of kitchen tools, equipment, and paraphernalia, cleaning and maintenance of kitchen tools, equipment, and paraphernalia, storage/stacking /sorting/stabilizing /sustaining of tools, equipment, and paraphernalia, basic mensuration and calculations, health and safety measures and procedures: equipment, paraphernalia, and working areas, preparation of appetizers, preparation of salads and dressings, preparation of sandwiches, preparation of desserts, packaging of prepared foodstuff, preparation of egg dishes, cereal and starch dishes, preparation of vegetables dishes, preparation and cooking of seafood dishes, preparation of stocks, sauces, and soups, preparation of poultry and game dishes, and preparation and cooking off meat.

CONT	ENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCIES	CODE
BASIC CONCE	PTS IN COO	KERY (BCC)			
Basic conce cookery	pts in	The learner Demonstrates	The learner	Identify common and basic concepts in cookery	TP_LPCK-BCC-NG-1
Career opport	ortunities	understanding of the basic concepts and principles in cookery	Exhibits common and basic competencies in cookery	3. Identify career opportunities in cookery	TP_LPCK-BCC-NG-2
<b>USE OF KITCH</b>	HEN TOOLS,	EQUIPMENT, AND PARAP	HERNALIA (UKT)		
<ul> <li>Kitchen too equipment, parapherna</li> <li>Types of kit equipment, parapherna</li> </ul>	and lia chen tools, and	Demonstrates understanding of the types and use of kitchen tools, equipment, and paraphernalia	Use appropriate kitchen tools, equipment, and paraphernalia in cookery	1. Classify kitchen tools, equipment, and paraphernalia for:  - Measuring  - Cutting  - Mixing  - Cooking  - Cleaning and others	TP_LPCK-UKT-NG-1
				2. Explain the use and function of kitchen tools, equipment, and paraphernalia in cookery for:	TP_LPCK-UKT-NG-2



CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCIES	CODE
			<ul> <li>Measuring</li> <li>Mixing</li> <li>Cooking</li> <li>Cleaning and others</li> <li>3. Use appropriate kitchen tools, equipment, and paraphernalia in cookery for:</li> <li>Measuring</li> <li>Mixing</li> <li>Cooking</li> </ul>	TP_LPCK-UKT-NG-2
CLEANING AND MAINTEN	ANCE OF KITCHEN TOOLS	 S. FOUTPMENT, AND PAR	- Cleaning and others  APHERNALIA (CMT)	
<ul> <li>Basic types of chemicals for cleaning and sanitizing kitchen tools, equipment, and paraphernalia</li> <li>Steps in cleaning and sanitizing kitchen tools, equipment, and paraphernalia</li> <li>Procedures and</li> </ul>	Demonstrates understanding of the principles in proper maintenance of kitchen tools, equipment, and paraphernalia	Exhibits proper maintenance of kitchen tools, equipment, and materials in cookery	1. Identify the basic types of chemicals for cleaning and sanitizing kitchen tools, equipment, and paraphernalia  2. Classify the basic types of chemicals for cleaning and sanitizing kitchen tools, equipment, and paraphernalia according to their use	TP_LPCK-CMT-NG-1  TP_LPCK-CMT-NG-2
instructions in cleaning kitchen premises (floor and storage areas)			3. Observe precautionary measures on the use of chemicals for cleaning and sanitizing kitchen tools, equipment, and paraphernalia for cookery	TP_LPCK-CMT-NG-3



CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCIES	CODE
			4. Classify kitchen tools and equipment to be cleaned and	TP_LPCK-CMT-NG-4
			sanitized  5. Identify the chemicals to be utilized in cleaning and sanitizing kitchen tools and	TP_LPCK-CMT-NG-5
			equipment  1. 6. Follow steps and	TP_LPCK-CMT-NG-6
			procedures in cleaning and sanitizing kitchen tools and equipment	_
			7. Demonstrate the proper cleaning of tools, equipment, paraphernalia, and the working place	TP_LPCK-CMT-NG-7
STORAGE/STACKING /SO	RTING/STABILIZING/SU	<b>USTAINING OF TOOLS, EQ</b>	UIPMENT, AND PARAPHERNA	LIA (STE)
5 Pillars of House     Keeping	Demonstrates understanding of the underlying concepts in proper storage/stacking	Performs proper storage/stacking of tools, equipment, and paraphernalia	Identify the right and appropriate place for storage or stacking of tools, equipment, and paraphernalia	TP_LPCK-STE-NG-1
	of tools, equipment, and paraphernalia		2. Store or stack cleaned equipment and utensils safely in the designated place	TP_LPCK-STE-NG-2
<b>BASIC MENSURATION AN</b>	D CALCULATIONS (BMC)			
<ul><li>Types of measuring tools and their uses</li><li>Measuring</li></ul>	Demonstrates understanding of the principles of basic	Performs basic mensuration and calculation in cookery	Explain the abbreviations and equivalents of measurements	TP_LPCK-BMC-NG-1
techniques of ingredients - Dry ingredients	mensuration and calculation in cookery	,	2. Identify the functions and uses of the different measuring tools	TP_LPCK-BMC-NG-2





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCIES	CODE
<ul><li>Liquid ingredients</li><li>Measurement abbreviations</li></ul>			Measure ingredients using appropriate measuring tools     4.1 Dry ingredients     4.2 Liquid ingredients	TP_LPCK-BMC-NG-3
<b>HEALTH AND SAFETY MEA</b>	SURES AND PROCEDURE	S: EQUIPMENT, PARAPHE	RNALIA, AND WORKING AREA	
<ul> <li>Types of hazard/risk in the workplace</li> <li>- Physical</li> <li>- Biological</li> <li>- Chemical</li> </ul>	Demonstrates understanding of the concepts and principles of proper health and safety measures and	Practice occupational health and safety in the workplace in accordance with established satndard	1. Identify the types of hazards and risks in the workplace	TP_LPCK-HSM-NG-1
<ul> <li>Fire</li> <li>Possible hazards and risks in performing work</li> <li>Concepts of working health and safety procedures</li> </ul>	procedures in the workplace		2. Demonstrate proper procedure for controlling hazards/risks	TP_LPCK-HSM-NG-2
PREPARATION OF APPETI	ZERS (POA)			
<ul> <li>Classification of appetizers</li> </ul>	Demonstrates understanding of the	Prepares a range of appetizers	1. Classify appetizers	TP_LPCK-POA-NG-1
<ul> <li>Variety of ingredients in preparing appetizers</li> </ul>	concepts and processes in preparing appetizers		2. Identify the hot and cold appetizers	TP_LPCK-POA-NG-2
<ul> <li>Nutritional value of appetizers</li> </ul>			3. Identify ingredients according to the given recipe	TP_LPCK-POA-NG-3
<ul> <li>Methods of preparing appetizers</li> <li>Fundamentals of plating</li> </ul>			<ul><li>4. Prepare a range of appetizers</li><li>Hot appetizers</li><li>Cold appetizers</li></ul>	TP_LPCK-POA-NG-4





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCIES	CODE
<ul> <li>Accompaniments of appetizers</li> <li>Principles and techniques in storing appetizers</li> <li>Safety and hygienic practices</li> </ul>			5. Present a range of appetizers 5.1 Identify the fundamentals of plating 5.2 Identify the accompaniments of appetizers 5.3 Present appetizers attractively	TP_LPCK-POA-NG-5
			6. Identify the principles and techniques in storing appetizers	TP_LPCK-POA-NG-6
			7. Demonstrate the proper techniques in storing appetizers	TP_LPCK-POA-NG-7
			8. Performs proper safety and hygienic practices in storing appetizers	TP_LPCK-POA-NG-8
PREPARATION OF SALADS	AND DRESSINGS (PSD)			
<ul><li>Components of salads</li><li>Kinds of salad dressing</li></ul>	Demonstrates understanding of the	Prepares salads and dressings	1. Recognize the components of a salad and their functions	TP_LPCK-PSD-NG-1
and their ingredients  Important	concepts and processes in preparing salad and	_	2. Identify different types of salads and dressings	TP_LPCK-PSD-NG-2
considerations in salad preparation	dressing		3. Identify the factors to consider in salad preparation	TP_LPCK-PSD-NG-3
Tools and equipment needed in salad making			4. Prepare salad and dressing according to the given recipe	TP_LPCK-PSD-NG-4
Methods of preparing			5. Identify the accompaniments of salads and dressings	TP_LPCK-PSD-NG-5
<ul> <li>salad</li> <li>Factors and techniques</li> </ul>			6. Identify factors and techniques in presenting salads	TP_LPCK-PSD-NG-6
in presenting salads and dressings			and dressings 7. Identify factors to consider in	TP_LPCK-PSD-NG-7
			plating and presenting salads - Balance	





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCIES	CODE
<ul> <li>Factors to consider in plating and presenting salads</li> <li>Balance</li> <li>Harmony</li> <li>Height</li> <li>Color</li> <li>Texture</li> <li>Accompaniments of salads</li> <li>Food Safety and hygienic practices in storing salads and dressings</li> <li>Temperature required in storing salads and</li> </ul>			- Harmony - Height - Color - Texture  8. Demonstrate food safety and hygienic practices in storing salads and dressings	TP_LPCK-PSD-NG-8
dressings				
PREPARATION OF SANDW	ICHES (PSW)			
Common culinary/industry terms	Demonstrates understanding of the	Exhibits proper and creative preparation	Identify culinary terms related to sandwiches	TP_LPCK-PSW-NG-1
used with regard to sandwiches  Classification of sandwiches	concepts and processes in preparing sandwiches	and presentation of sandwiches in accordance with food and safety and hygenic	<ul><li>2. Identify types/classification</li><li>of sandwiches</li><li>- Hot</li><li>- Cold</li></ul>	TP_LPCK-PSW-NG-2
Components of a sandwich		practices	<ul><li>3. Identify the components of a sandwich</li><li>4. Describe the types of bread</li></ul>	TP_LPCK-PSW-NG-3  TP_LPCK-PSW-NG-4
			suited for sandwiches	_ = ===================================

CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCIES	CODE
<ul><li>Types of bread suited for sandwiches</li><li>Suitable filling and</li></ul>			5. Distinguish suitable fillings and spreads for each type of sandwich	TP_LPCK-PSW-NG-5
spreads for each type of sandwich			6. Identify variety of ingredients in preparing sandwiches	TP_LPCK-PSW-NG-6
<ul> <li>Methods of preparing sandwiches</li> <li>Tools, equipment, and</li> </ul>			7. Identify tools, equipment, and utensils needed in preparing sandwiches	TP_LPCK-PSW-NG-7
utensils needed in preparing sandwiches  • Variety of ingredients in			8. Use a variety of ingredients in preparing sandwiches	TP_LPCK-PSW-NG-8
<ul><li>preparing sandwiches</li><li>Portion control of</li></ul>			9. Demonstrate plating/presentation technique for a variety of sandwiches	TP_LPCK-PSW-NG-9
sandwich and its ingredients			10. Demonstrate creative sandwich preparation and	TP_LPCK-PSW-NG-10
<ul> <li>Creative sandwich preparation and presentation</li> <li>Balance</li> <li>Height</li> <li>Texture</li> </ul>			presentation - Balance - Height - Texture - Flavor - Color	
<ul><li>Flavor</li><li>Color</li><li>Food Safety and</li></ul>			11. Demonstrate food safety and hygienic practices in storing sandwiches	TP_LPCK-PSW-NG-11
hygienic practices in storing sandwiches			Storing Sandwiches	





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCIES	CODE
PREPARATION OF DESSER	RTS (POD)			
<ul> <li>Importance of dessert in a meal</li> <li>Classifications of dessert and their characteristics</li> <li>Varieties of ingredients in preparing desserts</li> <li>Methods of</li> </ul>	Demonstrates understanding of the concepts and processes in preparing desserts	Prepare desserts and observe proper and creative plating techniques	1. Discuss the importance of dessert and its function in a meal 2. Classify desserts - Hot - Cold 3. Describe the characteristics of desserts 4. Identify varieties of ingredients in preparing	TP_LPCK-POD-NG-2  TP_LPCK-POD-NG-3  TP_LPCK-POD-NG-4
preparing desserts  Accompaniments for desserts  Factors and techniques in plating and presenting desserts  Color  Texture  Height  Flavor  Balance  Safety and hygienic			desserts  5. Identify tools and equipment needed in preparing desserts  6. Demonstrate methods of preparing desserts  7. Identify dessert accompaniments and hygienic procedures  8. Identify factors in plating and presenting desserts  9. Follow proper plating and techniques for desserts  10. Demonstrate safety and hygienic practices in storing	TP_LPCK-POD-NG-5  TP_LPCK-POD-NG-6  TP_LPCK-POD-NG-7  TP_LPCK-POD-NG-8  TP_LPCK-POD-NG-9  TP_LPCK-POD-NG-10
practices in storing desserts  Required temperature in storing desserts			desserts	





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCIES	CODE
PACKAGING OF PREPARED	FOODSTUFF (PPF)			
<ul> <li>Functions of food packaging and its</li> </ul>	Demonstrates understanding of the	Performs proper packaging of prepared	1. Identify the functions of food packaging and its importance	TP_LPCK-PPF-NG-1
<ul><li>importance</li><li>Types of packaging materials</li></ul>	concepts and processes in preparing prepared foodstuff	foodstuff	2. Identify the types of materials used in packaging food	TP_LPCK-PPF-NG-2
Safety procedures in packaging food			3. Demonstrate the methods of food packaging	TP_LPCK-PPF-NG-3
Methods of food			4. Perform proper labelling of food packaging	TP_LPCK-PPF-NG-4
<ul><li>packaging</li><li>Labeling of packaged food</li></ul>			5. Demonstrate the safety procedures in packaging food	TP_LPCK-PPF-NG-5
PREPARATION OF EGG DIS	SHES (PED)			
<ul> <li>Nutritional value and components of eggs</li> </ul>	Demonstrates understanding of the	Performs proper preparation of egg dishes	1. Discuss egg's components and its nutritive value	TP_LPCK-PED-NG-1
Characteristics of quality fresh eggs	concepts and processes in preparing egg dishes		2. Identify the characteristics of quality fresh eggs	TP_LPCK-PED-NG-2
<ul><li>Market forms of egg</li><li>Tools, utensils, and</li></ul>			3. Identify the market forms of eggs	TP_LPCK-PED-NG-3
equipment needed in			4. Prepare the ingredients for the different egg dishes	TP_LPCK-PED-NG-4
<ul> <li>egg preparation</li> <li>Cleaning and sanitizing tools and equipment</li> <li>Various egg dishes</li> <li>Ingredients for egg</li> </ul>			5. Identify the various egg dishes - fry - poach - boil	TP_LPCK-PED-NG-5
dishes			6. Prepare and cook egg dishes in accordance to the recipe given	TP_LPCK-PED-NG-6





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCIES	CODE
<ul> <li>Factors for consideration in presenting egg dishes:</li> </ul>			7. Identify factors to consider in egg presentation	TP_LPCK-PED-NG-7
- Plating - Garnishing - Side dishes			<ul><li>8. Demonstrate proper presentation of egg dishes:</li><li>- Plating</li><li>- Garnishing</li><li>- Side dishes</li></ul>	TP_LPCK-PED-NG-8
<b>CEREAL and STARCH DISH</b>	IES (CSD)			
<ul> <li>Food sources and kinds of starch and</li> </ul>	Demonstrates understanding of the	Prepare cereal and starch dishes	Identify the sources and kinds of starch and cereals	TP_LPCK-CSD-NG-1
cereals <ul><li>Quality of cereal and</li></ul>	concepts and processes in preparing cereal and		2. Identify the quality of cereal and starch dishes	TP_LPCK-CSD-NG-2
starch dishes <ul><li>Nutritional value and components of</li></ul>	starch dishes		3. Identify the nutritional value and components of cereals and starch	TP_LPCK-CSD-NG-3
cereals and starch dishes			4. Identify ingredients for starch and cereal dishes	TP_LPCK-CSD-NG-4
<ul> <li>Ingredients for starch and cereal dishes</li> </ul>			5. Discuss the principles of cooking starch and cereal dishes	TP_LPCK-CSD-NG-5
<ul> <li>Tools and equipment needed</li> <li>Methods of cooking starch and cereal</li> </ul>			6. Demonstrate the proper preparation of sauces and accompaniments for starch and cereal dishes	TP_LPCK-CSD-NG-6
dishes • Preparation of			7. Demonstrate safety and hygienic practices in the kitchen	TP_LPCK-CSD-NG-7
sauces and accompaniments for			8. Identify the factors to consider in presenting starch and cereal dishes	TP_LPCK-CSD-NG-8





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCIES	CODE
starch and cereal dishes  Safety and hygienic practices in the kitchen  Cereal and starch dishes  Factors to consider in presenting starch and cereal dishes  Plating Garnishing Sauces Accompaniments  Techniques for storing starch and			9. Demonstrate proper presentation of starch and cereal dishes	TP_LPCK-CSD-NG-9  TP_LPCK-CSD-NG-10
cereal dishes	DIEC DICHEC (DVD)			
PREPARATION OF VEGETA	Demonstrates	Dronarca a variable of	Describe the characteristics	TP_LPCK-PVD-NG-1
<ul> <li>Characteristics of quality vegetables</li> </ul>	understanding of the	Prepares a variety of vegetable dishes	of fresh vegetables	IF_LFCK-FVD-NG-1
<ul> <li>Principles of preparing vegetables</li> <li>Factors in the selection of vegetables used for culinary arts</li> </ul>	concepts and processes in preparing vegetable dishes	vegetable distres	2. Identify the types of vegetables - leafy - fruit - root crops	TP_LPCK-PVD-NG-2
<ul> <li>Market forms of vegetables</li> </ul>			3. Demonstrate the proper thawing of frozen ingredients and washing of raw vegetables following standard procedures	TP_LPCK-PVD-NG-3





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCIES	CODE
<ul><li>Thawing frozen vegetables</li><li>Methods of cooking</li></ul>			4. Identify the factors in the selection of vegetables used for culinary arts	TP_LPCK-PVD-NG-4
<ul> <li>vegetable dishes</li> <li>Factors in plating vegetable dishes</li> <li>Techniques in storing vegetables</li> <li>Safety and hygienic practices in the laboratory kitchen</li> </ul>			5. Demonstrate the methods of cooking vegetable dishes 5.1 Select various kinds of vegetables according to a given menu 5.2 Cook a variety of vegetable dishes following appropriate cooking methods to preserve optimum quality	TP_LPCK-PVD-NG-5
			6. Exhibit proper presentation of prepared vegetables dishes	TP_LPCK-PVD-NG-6
			7. Identify the factors in plating vegetable dishes	TP_LPCK-PVD-NG-7
			8. Demonstrate the proper techniques in storing vegetables	TP_LPCK-PVD-NG-8
			9. Demonstrate safety and hygienic practices in the kitchen	TP_LPCK-PVD-NG-9
PREPARATION AND COOK	<b>ING OF SEAFOOD DISHE</b>	S (PCS)		
<ul><li>Types of seafood</li><li>Shellfish</li><li>Fin fish</li><li>Others</li></ul>	Demonstrates understanding of concepts and processes in preparing and cooking	Prepare seafood dishes	Identify types, varieties, market forms, nutritive value, and composition of fish and seafood	TP_LPCK-PCS-NG-1
Varieties of fish     Structure	seafood dishes		2. Demonstrate steps in cleaning fish	TP_LPCK-PCS-NG-2



CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCIES	CODE
		3. Identify the principles of cooking fish and sea food	TP_LPCK-PCS-NG-3
		1	
		- Moist-heat cookery	
		4. Domonstrato various	TP LPCK-PCS-NG-4
			IP_LPCK-PC5-NG-4
		- poach	
		- baked	
		- steam	
			TP_LPCK-PCS-NG-5
		searood disnes	
		6 Present fish and seafood	TP LPCK-PCS-NG-6
			TF_LFCK-FC5-NG-0
		1	
		7. Demonstrate proper storing	TP_LPCK-PCS-NG-7
		and handling of seafood	
			TD I DOLL DOC NO S
		•	TP_LPCK-PCS-NG-8
		nygienic practices in the kitchen	
			STANDARDS  3. Identify the principles of cooking fish and sea food dishes  - Dry-heat cookery  - Moist-heat cookery  4. Demonstrate various methods of cooking fish and shellfish  - fry  - poach  - baked  - steam  5. Demonstrate proper guidelines in serving fish and seafood dishes  6. Present fish and seafood dishes  - Plating  - Garnishing





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCIES	CODE
<ul> <li>Plating</li> <li>Garnishing</li> <li>Guidelines in serving fish and seafood dishes</li> <li>Factors in storing and handling seafood</li> <li>Storage</li> </ul>				
requirements for fish				
PREPARATION OF STOCKS	S, SAUCES, AND SOUPS (S	SSS)		
<ul> <li>Principles in preparing stocks, sauces, and soups</li> </ul>	Demonstrates understanding of the concepts and processes	Prepares a variety of stocks, sauces, and soups used in different cultures	1. Identify the different classifications of stocks, sauces, and soups	TP_LPCK-SSS-NG-1
<ul> <li>Classifications of stocks, sauces, and soups</li> </ul>	in preparing stocks, sauces, and soups		2. Identify the principles of preparing stocks, sauces and soups	TP_LPCK-SSS-NG-2
<ul> <li>Ingredients in preparing stocks, sauces, and soups</li> <li>Methods of preparing stocks, sauces, and soups</li> </ul>			3. Demonstrate various methods of preparing stocks, sauces, and soups 3.1 prepare and use ingredients and flavoring according to the recipe given	TP_LPCK-SSS-NG-3
<ul> <li>Techniques in presenting and evaluating soups, sauces, and soups</li> <li>Garnishes/</li> </ul>			4. Identify the types and functions of thickening agents used in preparing stocks, sauces, and soups	TP_LPCK-SSS-NG-4
Accompaniments for the presentation of			5. Explain the role of stock in preparing sauces and soups	TP_LPCK-SSS-NG-5





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCIES	CODE
soups, sauces, and soups  Criteria in presenting and evaluating stocks, sauces, and			6. Explain common problems in the preparation of stocks, sauces, and soups	TP_LPCK-SSS-NG-6
soup recipes (e.g. right flavor, color, temperature, service			7. Prepare sauces for meat, fish, vegetables, and pasta dishes	TP_LPCK-SSS-NG-7
ware, and suitable garnishes and accompaniments)			8. Prepare soups - thick - thin	TP_LPCK-SSS-NG-8
<ul> <li>Types of thickening agents and convenience products used in preparing stocks, sauces and soups</li> <li>Role of thickening agents and convenience products in the preparation of sauces</li> <li>Common problem in the preparation of stocks, sauces and soups</li> </ul>			9. Demonstrate the proper techniques and criteria in presenting and evaluating stocks, sauces, and soups - right flavor - color - temperature - service ware - suitable garnishes and accompaniments	TP_LPCK-SSS-NG-9
Methods of storing and reheating	Demonstrates understanding of the concepts and principles	Performs proper storing and reheating of stocks, sauces, and soups	1. Identify various methods of storing and reheating of stocks, sauces, and soups	TP_LPCK-SSS-NG-1.1





soups  stocks, sauces, and soups  PREPARATION OF POULTRY AND GAME DISHES (PGD)  • Nutritional value of poultry and game bird dishes • Poultry cuts • Methods of cooking poultry and game birds • Dry-heat cookery • Moist-heat cookery • Factors to consider in presenting/plating poultry and game bird dishes • Types of service ware • Plating • Garnishing • Sauces • Accompaniment • Techniques in • Storing poultry and soups  stocks, sauces, and soups  Prepares poultry and game dishes found in different cultures  preparing poultry and game dishes  1. Discuss poultry and game dishes  2. Recognize the nutritional value of poultry and game bird dishes  3. Identify the market forms of poultry and poultry game  - dressing - cutting - storing  6. Demonstrate various methods of cooking poultry and game birds - Dry-heat cookery - Moist-heat cookery - Moist-heat cookery - Moist-heat cookery - To Demonstrate the factors to consider in presenting/plating poultry and game-bird dishes  Prepare poultry and game-bird dishes - Dry-heat cookery - Dry-heat cookery - Moist-heat cookery - Dry-heat cookery - Moist-heat cookery - Moist-heat cookery - Dry-heat cookery - Moist-heat cookery - Moist-heat cookery - Moist-heat cookery - Dry-heat cookery - Moist-heat cookery	CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCIES	CODE
Soups   and soups	, ,				TP_LPCK-SSS-NG-1.2
<ul> <li>Nutritional value of poultry and game bird dishes</li> <li>Poultry cuts</li> <li>Methods of cooking poultry and game birds</li> <li>Demonstrates understanding of the concepts and processes in preparing poultry and game dishes</li> <li>Poultry cuts</li> <li>Methods of cooking poultry and game birds</li> <li>Dry-heat cookery</li> <li>Moist-heat cookery</li> <li>Factors to consider in presenting/plating poultry and game bird dishes</li> <li>Types of service ware</li> <li>Plating</li> <li>Garnishing</li> <li>Sauces</li> <li>Accompaniment</li> <li>Techniques in storing and poultry and game bird dishes</li> <li>Prepares poultry and game dishes found in different cultures</li> <li>In Discuss poultry and game dishes</li> <li>1. Discuss poultry and game dishes</li> <li>2. Recognize the nutritional value of poultry and game bird dishes</li> <li>3. Identify the market forms of poultry and game bird dishes</li> <li>1. Discuss poultry and game dishes</li> <li>2. Recognize the nutritional value of poultry and game bird dishes</li> <li>3. Identify the market forms of poultry and poultry and game bird dishes</li> <li>1. Discuss poultry and game bird dishes</li> <li>1</li></ul>	зоцрэ	· ·			
poultry and game bird dishes Poultry cuts Methods of cooking poultry and game birds Dry-heat cookery Moist-heat cookery Factors to consider in presenting/plating poultry and game bird dishes Types of service ware Plating Garnishing Sauces Accompaniment Techniques in T	PREPARATION OF POULT	RY AND GAME DISHES (P	GD)		
bird dishes Poultry cuts Methods of cooking poultry and game birds Dry-heat cookery Moist-heat cookery Factors to consider in presenting/plating poultry and game-bird dishes Types of service ware Plating Garnishing Garnishing Sauces Accompaniment Gifferent cultures  different cultures  different cultures  different cultures  different cultures  2. Recognize the nutritional value of poultry and game bird dishes  3. Identify the market forms of poultry and poultry cuts  5. Demonstrate methods of preparing poultry game - dressing - cutting - storing 6. Demonstrate various methods of cooking poultry and game birds - Dry-heat cookery - Moist-heat cookery -				, , ,	TP_LPCK-PGD-NG-1
poultry and game birds  - Dry-heat cookery - Moist-heat cookery - Factors to consider in presenting/plating poultry and game-bird dishes - Types of service ware - Plating - Garnishing - Sauces - Accompaniment - Techniques in - Dry-heat cookery - Moist-heat cookery - Moist-heat cookery - Plating - Sauces - Accompaniment - Techniques in - Dry-heat cookery - Moist-heat cookery - Moist-heat cookery - Moist-heat cookery - Plating - Sauces - Accompaniment - Techniques in - Dry-heat cookery - Moist-heat cookery - M	bird dishes • Poultry cuts	in preparing poultry and	different cultures	value of poultry and game bird	TP_LPCK-PGD-NG-2
- Dry-heat cookery - Moist-heat cookery - Factors to consider in presenting/plating poultry and game-bird dishes - Types of service ware - Plating - Garnishing - Sauces - Accompaniment - Techniques in storing poultry and game-bird dishes - Tycheat cookery - Moist-heat cookery - Moi	poultry and game			•	TP_LPCK-PGD-NG-3
poultry and game-bird dishes  Types of service ware  Plating Garnishing Sauces Accompaniment Techniques in storing poultry and game-bird dishes  Types of service ware  Plating Sauces Accompaniment Techniques in storing poultry and game-bird dishes  Types of cooking poultry and game birds  Types of cooking poultry and game	<ul> <li>Dry-heat cookery</li> <li>Moist-heat cookery</li> <li>Factors to consider</li> </ul>			<ul><li>5. Demonstrate methods of preparing poultry game</li><li>- dressing</li><li>- cutting</li></ul>	TP_LPCK-PGD-NG-4
<ul> <li>Garnishing</li> <li>Sauces</li> <li>Accompaniment</li> <li>Techniques in</li> <li>storing poultry and sand</li> </ul> Consider in presenting/plating poultry and game-bird dishes <ul> <li>8. Prepare poultry dishes</li> <li>TP_LPCK-PGD-N</li> <li>Storing poultry and</li> <li>Exhibit proper techniques in</li> <li>TP_LPCK-PGD-N</li> </ul>	poultry and game- bird dishes • Types of service			methods of cooking poultry and game birds - Dry-heat cookery	TP_LPCK-PGD-NG-5
<ul> <li>Accompaniment</li> <li>Techniques in storing poultry and</li> <li>8. Prepare poultry dishes</li> <li>TP_LPCK-PGD-N</li> <li>9. Exhibit proper techniques in</li> <li>TP_LPCK-PGD-N</li> </ul>	Garnishing			consider in presenting/plating	TP_LPCK-PGD-NG-6
storing poultry and 9. Exhibit proper techniques in TP_LPCK-PGD-N	Accompaniment				TP_LPCK-PGD-NG-7
game bird dishes storing poultry and game bird dishes	storing poultry and			storing poultry and game bird	TP_LPCK-PGD-NG-8





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCIES	CODE
PREPARATION AND COOK	ING OFF MEAT (PCM)			
<ul> <li>Different kinds of meat         <ul> <li>Beef</li> <li>Pork</li> <li>Carabeef</li> <li>Others</li> </ul> </li> <li>Different types of meat cuts</li> <li>Principles in meat preparation</li> <li>Market forms of meat</li> <li>Tools, utensils, and equipment for meat preparation</li> <li>Techniques in meat tenderizing</li> <li>Variety of meat dishes</li> </ul>	Demonstrates understanding of the concepts and processes in preparing and cooking meat dishes	Prepare and present meat dishes	1. Identify the different kinds of meat  - Beef - Pork - Carabeef - Others  2. Identify the different types of meat cuts 2.1 Tender cuts 2.2 Less tender cuts 3. Discuss the principles in meat preparation 4. Identify the market forms of meat - Frozen - Fresh - Preserved 5. Demonstrate the proper	TP_LPCK-PCM-NG-1  TP_LPCK-PCM-NG-2  TP_LPCK-PCM-NG-3  TP_LPCK-PCM-NG-4
<ul> <li>Methods of cooking meat</li> <li>Dry-heat cooking</li> <li>Moist-heat cooking</li> <li>Methods of presenting meat dishes</li> <li>Plating</li> <li>Garnishing</li> <li>Portion control for cooked meat</li> </ul>			techniques in meat tenderizing  6. Demonstrate the proper methods of cooking meat  - Dry-heat cooking  - Moist-heat cooking  7. Demonstrate the methods of cooking meat dishes  7.1 prepare meat cuts according to the given recipe  7.2 prepare and use suitable seasoning for dishes	TP_LPCK-PCM-NG-5  TP_LPCK-PCM-NG-7





CONTENT	CONTENT STANDARDS	PERFORMANCE STANDARDS	LEARNING COMPETENCIES	CODE
Techniques in storing			7.3 identify appropriate cooking	
meat			methods for meat cuts	
- Types of containers			7.4 apply the different techniques in meat preparation	
- Temperature			7.5 cook meat dishes according	
			to the given recipe	
			8. Demonstrate proper	TP_LPCK-PCM-NG-8
			methods of presenting meat	_
			dishes	
			8.1 present meat dishes	
			8.2 select suitable plate	
			according to standard in	
			serving meat dishes	
			9. Demonstrate proper	TP_LPCK-PCM-NG-9
			techniques in storing meat and	
			utilize quality trimmings and	
			leftovers in storing meat	
			9.1 store fresh and cryovac- packed meat according to	
			health regulations	
			9.2 use required containers and	
			store meat in proper	
			temperature to maintain quality	
			and freshness	
			9.3 store meat in accordance	
			with FIFO operating procedures	
			and meat storage requirements	

# Code Book Legend Sample: TP\_LPCK-BCC-NG-1

			Sample:
LEC	GEND	SAMPLE	
First Entry	Program	Transition Program	ТР
,	Area	Livelihood Package Cookery	LPCK
Lowercase letter/s	Domain/ Content/ Component/ Topic	Basic Concepts in Cookery	всс
			-
Uppercase letters *put hyphen (-) in between letters	Level	Non-Graded	NG
Arabic Number	Learning Outcomes	Identify common and basic concepts in cookery	1
			-

DOMAIN / COMPONENT	CODE
DOMAIN / COMPONENT	CODE
BASIC CONCEPTS IN COOKERY	BCC
USE OF KITCHEN TOOLS, EQUIPMENT, AND PARAPHERNALIA	UKT
CLEANING AND MAINTENANCE OF KITCHEN TOOLS, EQUIPMENT,	
AND PARAPHERNALIA	
STORAGE/STACKING /SORTING/STABILIZING /SUSTAINING OF	CTL
TOOLS, EQUIPMENT, AND PARAPHERNALIA	STE
BASIC MENSURATION AND CALCULATIONS	ВМС
HEALTH AND SAFETY MEASURES AND PROCEDURES: EQUIPMENT,	LICM
PARAPHERNALIA, AND WORKING AREAS	HSM
PREPARATION OF APPETIZERS	POA
PREPARATION OF SALADS AND DRESSINGS	PSD
PREPARATION OF SANDWICHES	PSW
PREPARATION OF DESSERTS	POD
PACKAGING OF PREPARED FOODSTUFF	PPF
PREPARATION OF EGG DISHES	PED
CEREAL and STARCH DISHES	CSD
PREPARATION OF VEGETABLES DISHES	PVD
PREPARATION AND COOKING OF SEAFOOD DISHES	PCS
PREPARATION OF STOCKS, SAUCES, AND SOUPS	SSS
PREPARATION OF POULTRY AND GAME DISHES	PGD
PREPARATION AND COOKING OFF MEAT	PCM





Learning Area: **FOOD/FISH PROCESSING** 

## **Description**

The food/fish processing covers the basic concepts in food/fish processing, food safety and sanitation, food processing tools, equipment, and utensils, estimation and basic calculation, environmental policies and procedures, food processing: salting, curing and smoking, food processing: fermentation and pickling, food processing: sugar concentration, and packaging finished/processed food products.

CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCIES	CODE		
<b>BASIC CONCEPTS IN FO</b>	BASIC CONCEPTS IN FOOD/FISH PROCESSING (BCF)					
<ul><li>Basic concepts in food/ fish processing</li><li>Importance of</li></ul>	Demonstrates understanding of the basic concepts in	Exhibit understanding of the basic concepts in food/ fish processing	Identify the basic concepts in food/fish processing	TP_LPFP-BCF-NG-1		
<ul><li>food/fish processing</li><li>Career opportunities for food/fish</li></ul>	food/ fish processing		Determine the importance of food/fish processing	TP_LPFP-BCF-NG-2		
processing			3. Identify career opportunities in food/ fish processing	TP_LPFP-BCF-NG-3		
FOOD SAFETY AND SAN	ITATION (FSS)					
<ul><li>Good personal hygiene</li><li>Personal protective equipment</li></ul>	Demonstrate understanding of the principles and rules to	Exhibit the basic principles and rules to be observed in	Identify good personal hygiene and grooming in the workplace	TP_LPFP-FSS-NG-1		
<ul><li>Workplace health and safety requirements</li><li>Good grooming</li></ul>	be observed in ensuring food safety and sanitation	ensuring food safety and sanitation	2. Discuss the importance of good personal hygiene and grooming in a workplace	TP_LPFP-FSS-NG-2		

CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCIES	CODE
<ul><li>Safety measures and practices</li><li>Practices in</li></ul>			Identify the different personal protective equipment	TP_LPFP-FSS-NG-3
manufacturing good food			4. Distinguish the use of different personal protective equipment	TP_LPFP-FSS-NG-4
			5. Identify the different materials to be used in cleaning, checking, and sanitizing personal protective equipment	TP_LPFP-FSS-NG-5
			<ol> <li>Identify the procedures in cleaning, checking, and sanitizing personal protective equipment</li> </ol>	TP_LPFP-FSS-NG-6
			7. Demonstrate the procedures in cleaning, checking, and sanitizing personal protective equipment	TP_LPFP-FSS-NG-7
			8. Identify sanitary practices in food safety	TP_LPFP-FSS-NG-8
			9. Identify the importance of cleanliness and sanitation in a workplace	TP_LPFP-FSS-NG-9
			10. Perform food safety practices	TP_LPFP-FSS-NG-10

CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCIES	CODE	
<b>FOOD PROCESSING TOO</b>	FOOD PROCESSING TOOLS, EQUIPMENT, AND UTENSILS (FDT)				
<ul> <li>Food processing tools, equipment, instruments, utensils, and machines</li> <li>Standard measuring devices and instruments</li> <li>Preventive maintenance</li> </ul>	Demonstrate understanding of the uses and maintenance of food processing tools, equipment,	Exhibit proper use and maintenance of food/fish processing tools, equipment, instruments, and utensils	1. Identify the tools, equipment, instruments, and utensils used in food/fish processing	TP_LPFP-FDT-NG-1	
of food processing tools and machine - Sanitation - Calibration - Stowing	instruments, and utensils		2. Identify the standard measuring devices, instruments, and machines used in food/ fish processing	TP_LPFP-FDT-NG-2	
- Disposal			3. Utilize equipment, instruments, utensils, measuring devices, and machines appropriately based on: - food processing method - standard procedure	TP_LPFP-FDT-NG-3	
			4. Perform preventive maintenance of food processing tools and machines - sanitation - calibration - stowing - disposal	TP_LPFP-FDT-NG-4	



CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCIES	CODE
<b>ESTIMATION AND BASI</b>	C CALCULATION (EBC			
Weights and	Demonstrate	Perform basic	1. Identify units of	TP_LPFP-EBC-NG-1
measurements	understanding of the	measurements and	measurement	
- Gravimetric	concepts in basic	calculation	- Gravimetric	
- Volumetric	measurements and		- Volumetric	
<ul> <li>Lengths, diameter,</li> </ul>	mathematical		<ul> <li>Lengths, diameter,</li> </ul>	
widths	calculation		widths	
- Seam			- Seam	
measurements			measurements	
- Hotness/coldness			- Hotness/coldness	
temperature			temperature	
			2. Perform the different	TP_LPFP-EBC-NG-2
<ul> <li>Basic mathematical</li> </ul>			mathematical skills in	
skills in computing			estimation of processed	
- ingredients			food	
formulation			- Tabulation of	
- percentage			recorded data	
formulation			relevant to the	
conversions: ratios and			production of	
proportions			processed food	
			- Recording of weights	
			and measurements of	
			raw materials and	
			ingredients	
			- Summarizing of	
			recorded weights and	
			measurements of	
			processed products	





CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCIES	CODE
			- Review of various formulations	
<b>ENVIRONMENTAL POLIC</b>	CIES AND PROCEDURE	S (EPP)		
<ul> <li>Conduct of work in accordance with environmental policies and procedures</li> <li>Emergency solutions according to workplace reporting requirements</li> </ul>	Demonstrate understanding of the implementing environmental policies and procedures	Exhibit environmental practices at work	1. Demonstrate the proper procedures and work instructions in the workplace 1.1 Discuss proper workplace reporting requirements 1.2 Perform emergency procedures according to workplace requirements	TP_LPFP-EPP-NG-1
<ul> <li>Emergency procedures according to workplace</li> </ul>			2. Identify the hazards and unacceptable practices in the workplace	TP_LPFP-EPP-NG-2
requirements  • Environmental emergency - Airborne particulates - Noise - Water quality - Spills and emissions			3. Demonstrate response to environmental emergency - Airborne particulates - Noise - Water quality - Spills and emissions	TP_LPFP-EPP-NG-3



CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCIES	CODE		
FOOD PROCESSING: SAI	FOOD PROCESSING: SALTING, CURING AND SMOKING (SCM)					
<ul> <li>Food that can be processed by salting and by curing and smoking</li> </ul>	Demonstrate understanding of the basic concepts, and principles in	Perform food processing by salting and by curing and smoking	<ol> <li>Classify food that can be processed by salting and by curing and smoking</li> <li>Identify the importance</li> </ol>	TP_LPFP-SCM-NG-1 TP_LPFP-SCM-NG-2		
<ul> <li>Proper procedure in using the equipment and tools in salting</li> </ul>	processing food by salting and by curing and smoking	9	of food processing by salting, and curing and smoking	II _LITT=3CM=NG-2		
<ul><li>and in curing and smoking</li><li>Preparation of raw materials</li></ul>			3. Demonstrate the proper procedure in using the equipment and tools in salting and in curing and	TP_LPFP-SCM-NG-3		
<ul> <li>Steps and techniques</li> </ul>			smoking			
in preparing salting and curing solutions			4. Demonstrate the proper procedure in the	TP_LPFP-SCM-NG-4		
and mixtures			preparation of raw materials used in salting and in curing			
			and smoking 4.1 Sort and grade raw			
			materials			
			4.2 Clean and wash eggs for salting			
			4.3 skin, eviscerate, and wash poultry for curing			
			4.4 Skin, debone, slice,			
			chop and mincemeat for curing			



CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCIES	CODE
			4.5 Clean, scale, eviscerate, debone, fillet and wash fish and other marine products 4.6 Clean and weigh raw materials	
			5. Demonstrate the proper steps and techniques in preparing solutions and mixtures in salting and curing	TP_LPFP-SCM-NG-5
<b>FOOD PROCESSING: FER</b>	RMENTATION AND PIC	CKLING (PFP)		
<ul> <li>Food that can be processed by fermentation and</li> </ul>	Demonstrate understanding of the basic concepts,	Perform food processing by fermentation and	Identify food that can be processed by fermentation and pickling	TP_LPFP-PFP-NG-1
<ul><li>pickling</li><li>Importance of food processing by</li></ul>	theories, and principles in processing food by	pickling	2. Identify the importance of food processing by fermentation and pickling	TP_LPFP-PFP-NG-2
fermentation and pickling • Proper procedure in using the equipment	fermentation and pickling		3. Demonstrate the proper procedure in using the equipment and tools in fermentation and pickling	TP_LPFP-PFP-NG-3
and tools in fermentation and pickling • Proper procedure of preparing raw			4. Demonstrate the proper procedure of preparing raw materials used in fermentation and pickling 4.1 Sort and grade raw	TP_LPFP-PFP-NG-4
<ul> <li>Proper procedure of</li> </ul>			· · · · · · · · · · · · · · · · · · ·	





CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCIES	CODE
fermentation and pickling  Ingredients and spices used in fermentation and pickling of food/fish			4.2 Prepare fruits and vegetables for pickling and fermentation 4.3 Prepare fish and other marine products for fermentation	
Steps and procedures followed in alcoholic fermentation of			5. Identify the ingredients and spices used in fermentation and pickling of food/fish	TP_LPFP-PFP-NG-5
<ul> <li>fruits and vegetables</li> <li>Procedure in acetic and lactic fermentation</li> <li>Pickling procedures</li> </ul>			6. Demonstrate the proper steps and procedures followed in alcoholic fermentation of fruits and vegetables	TP_LPFP-PFP-NG-6
<ul><li>and techniques</li><li>Classification of fermented fish and</li></ul>			7. Show the proper procedure in acetic and lactic fermentation	TP_LPFP-PFP-NG-7
other marine products			8. Exhibit proper pickling procedures and techniques	TP_LPFP-PFP-NG-8
<ul> <li>Fermentation procedures and techniques for fish and other marine</li> </ul>			9. Recognize the classification of fermented fish and other marine products	TP_LPFP-PFP-NG-9
products			10. Demonstrate the fermentation procedures and techniques for fish and other marine products	TP_LPFP-PFP-NG-10





CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCIES	CODE
<b>FOOD PROCESSING: SU</b>	GAR CONCENTRATION	(FSC)		
<ul> <li>Food that can be processed by sugar concentration</li> <li>Importance of food</li> </ul>	Demonstrate understanding of the basic concepts, theories, and	Perform food processing by sugar concentration	<ul><li>1. Identify food that can be processed by sugar concentration</li><li>2. Identify the importance</li></ul>	TP_LPFP-FSC-NG-1 TP_LPFP-FSC-NG-2
processing by sugar	principles in processing food by sugar concentration		of food processing by sugar concentration	
<ul> <li>concentration</li> <li>Procedure in using the equipment and tools in sugar</li> </ul>	Sugar concentration		3. Demonstrate the proper procedure in using the equipment and tools in sugar concentration	TP_LPFP-FSC-NG-3
concentration  Procedure of preparing raw materials used in sugar concentration  Performing acid, pectin, and sugar mixtures			4. Demonstrate the proper procedure of preparing raw materials used in sugar concentration 4.1 Sort and grade raw materials 4.2 Prepare fruits for jelly, jam, marmalade, and 4.3 Make preserves	TP_LPFP-FSC-NG-4
<ul> <li>Proper procedure and techniques in preserving fruits and vegetables by sugar concentration</li> </ul>			5. Perform acid, pectin, and sugar mixtures 5.1 Measure required amounts of pectin, sugar, and citric acid 5.2 Mix measured pectin, acid, and sugar with	TP_LPFP-FSC-NG-5



CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCIES	CODE
			chopped fruit pulp/juice extract/pieces of fruits  6. Demonstrate the proper procedure and techniques in preserving fruits and vegetables by sugar concentration 6.1 Heat and cook mixture according to required consistency 6.2 Check and test desired endpoint as specified	TP_LPFP-FSC-NG-6
PACKAGING FINISHED/	PROCESSED FOOD PR	ODUCTS (PFP)	спаропте аз зресптеа	
<ul> <li>Proper preparation of production reports</li> <li>Equipment, tools, and materials used in packaging finished/ processed food products</li> <li>Proper packaging of finished/ processed food products</li> </ul>	Demonstrate understanding of the basic concepts, theories and principles in packaging finished process food products	Perform proper packaging of finished/ processed food products	1. Exhibit proper preparation of production reports 1.1 Document daily production report input, output and variances 1.2 Record and present all production data gathered 2. Identify the equipment, tools, and materials used in packaging finished/ processed food products	TP_LPFP-PFP-NG-1  TP_LPFP-PFP-NG-2
			3. Perform proper packaging of	TP_LPFP-PFP-NG-3





CONTENT	CONTENT STANDARD	PERFORMANCE STANDARD	LEARNING COMPETENCIES	CODE
Post packaging procedures/ labeling materials			finished/processed food products  4. Perform post packaging procedures/labeling materials	TP_LPFP-PFP-NG-4

# Code Book Legend Sample: TP\_LPFP-BCF-NG-1

LEGEN	ND	SAMPLE	
	Program	Transition Program	TP
First Entry	Area	Livelihood Package Food/ Fish Processing	LPFP
Lowercase letter/s	Domain/ Content/ Component/ Topic	Basic Concepts in Food/ Fish Processing	BCF
			-
Uppercase letters *put hyphen (-) in between letters	Level	Non-Graded	NG
Arabic Number	Learning Outcomes	Identify the basic concepts in food/fish processing	1
			-

<b>5</b>	
DOMAIN / COMPONENT	CODE
BASIC CONCEPTS IN FOOD/FISH	BCF
PROCESSING	
FOOD SAFETY AND SANITATION	FSS
FOOD PROCESSING TOOLS,	FDT
EQUIPMENT, AND UTENSILS (FDT)	וטו
ESTIMATION AND BASIC	EBC
CALCULATION	LDC
ENVIRONMENTAL POLICIES AND	EPP
PROCEDURES	LI 1
FOOD PROCESSING: SALTING, CURING	SCM
AND SMOKING	5611
FOOD PROCESSING: FERMENTATION	PFP
AND PICKLING	
FOOD PROCESSING: SUGAR	FSC
CONCENTRATION	150
PACKAGING FINISHED/PROCESSED	PFP
FOOD PRODUCTS	