



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VIII



SCHOOLS DIVISION OF CATBALOGAN CITY

July 9, 2018

DIVISION MEMORANDUM

No. 782 s. 2018

UTILIZATION OF FORMATIVE TEST ITEMS

- To: Chief, Education Program Supervisors
Education Program Supervisors
Public Schools District Supervisors
School Heads of Elementary and Secondary Schools
All Others Concerned
1. With reference to Regional Memorandum No. 282, s. 2018, which mandates all division offices to utilize the **FORMATIVE TEST ITEMS** under the Test Item Bank developed last year, this office, hereby instructs all Public **School District Supervisors** to issue an order to all schools in their district to strictly implement the utilization of the Formative Test Items in all Learning Areas and in all Grade Levels.
 2. All School Heads should have a copy of the Test Items in all Learning Areas which can be obtained in E-copy at the division LRMDs.
 3. Attached is the M & E Tool Content Review of Learning Material template which shall be accomplished by the teachers utilizing the material, of which findings shall be consolidated by the School Head of every school, and to be submitted to the division office **c/o JOVITA A. PAGLIAWAN, LR Supervisor** on the following dates:
 - a. 1st Quarter - August 15, 2018
 - b. 2nd Quarter - October 24, 2018
 - c. 3rd Quarter - January 16, 2019
 - d. 4th Quarter - March 27, 2019
 4. Teachers are encouraged to give suggestions for the improvement of the material using the Content Review Template.
 5. Immediate dissemination of and strict compliance this Memorandum are desired.



CRISTITO A. ECO, CÈSO V
Schools Division Superintendent

CID/LRM/JAP/mpg/070918



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M & E TOOL CONTENT REVIEW OF LEARNING MATERIAL

Learning Area: _____ Grade Level: _____

Instructions: Indicate findings of the Test Items based on the following criteria. Check the column if evidently visible and give your remarks.

CRITERIA/ITEMS	YES	NO	Remarks
1. Test items are consistent with topics/skills found in the learning material.			
2. Test items are aligned to the Curriculum Guide.			
3. Test items are appropriate for the learning area and grade level.			
4. Test items are suitable to the learner's level of development.			
5. Test items reinforce, enrich, and lead to the mastery of certain learning competencies intended for the level and learning area.			
6. Test item is logically arranged from simple to complex			
7. Test items allow for review, comparison, and are contextualized.			
8. The test items develop higher cognitive skills such as critical thinking skills creativity, learning by doing, problem solving and other similar skills.			
9. The test items are free from Ideological, cultural, religious, racial, and gender biases and prejudices.			
10. The test items contribute to the achievement of specific objectives of the subject area and grade level for which they are intended.			
11. Level of difficulty is appropriate for the intended user.			
12. The test items are free from computational errors. Write NA if not necessary.			
13. The test items are free from grammatical errors.			
14. The materials provide useful measures and information that help the teacher evaluates learner's progress in mastering the target competencies.			
15. The material are suitable, consistent to the objectives and content.			
16. The materials are based on four levels-Knowledge, Process or Skills, understanding(s), output/product, and performance.			

Other Comments and Recommendations:

Prepared by:

Date: _____

Signature over printed Name

Designation/Position and School

Annex1a

SUMMARY OF REVIEW FINDINGS ON CONTENT

Learning Area: _____ Grade Level: _____

Members of the Review Team: (Name, Position and School)

Paragraph/Line/Page Number (in chronological order)	Brief Description of Errors/Findings/Observation	Specific recommendations for improving the identified criterion)

Prepared by:

Date Accomplished:

Signature over printed name