



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

LEARNING AND DEVELOPMENT RATING FOR RESOURCE PACKAGE

<i>Purpose of the tool</i>	To check the quality of completed school-based learning resource materials to be used for the identified learning and development program
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Directions: Evaluate the learning resource material (LRM) in all general standards and each of the standards applicable to the LRM type. Tick the box corresponding to the assessment of each standard:

- (4) Full compliance -if indicator has been completely met with no errors
- (3) Near compliance – if the indicator has few incomplete parts with some errors
- (2) Partial compliance- if indicator has only been partially complied with several errors
- (1) Non-compliance- if indicator has not been met

Note down specific comments for items that did not fully meet standards. Overall comments and recommendations are also highly encouraged and should be written in the appropriate spaces found at the end of the tool.

Standards and Indicators	4	3	2	1
General				
1.Type of LRM is appropriate to the identified methodology.				
2.Content of LRM will contribute to the achievement of learning objectives. <ul style="list-style-type: none">▪ aligned with identified session objective and topic▪ appropriate to the current proficiency level of the audience				
3.Content of LRM is accurate and authority-based. <ul style="list-style-type: none">▪ cites credible information sources▪ supported by research, as necessary▪ up to date▪ incorporates best practices				
4.LRM adheres to DepEd branding guidelines contained in the DepEd Service Marks Manual.				
5.LRM follows the Bureau of Learning Resources Referencing Guide.				



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6.LRM complies with DepEd’s Learning Resource Management and Development System Specification and Guidelines for Intellectual Property Management.				
7.LRM uses inclusive and bias-free language and visuals and adheres to: <ul style="list-style-type: none"> ▪ DO 32, s 2017 on “Gender-Responsive Basic Education Policy” ▪ DO 51, s 2014 on “Guidelines on the Conduct of Activities and Use of Materials Involving Aspects of Indigenous Peoples Culture” ▪ DO 44, s. 2021 entitled “Policy Guidelines on the Provision Of Educational Programs and Services for Learners With Disabilities in the K To 12 Basic Education Program” ▪ D.O. 41, s. 2017 on “Policy Guidelines on Madrasah Education in the K-12 Basic Education Program” ▪ D.O. 40, s. 2012 on “DepEd Child Protection Policy” 				
8.LRM observes correct spelling, grammar, and word usage.				
9.LRM can be customized to suit the specific learning needs of target learners, when needed.				
10.LRM uses appropriate technologies, whenever available and cost-effective.				
Printed Materials				
1.LRM is readable, organized, and well laid-out. <ul style="list-style-type: none"> ▪ font size of 12-13 for body text; font size for headings 2 points larger than body text ▪ font style of Garamond, Bookman Old Style, Helvetica Neue, or Arial ▪ No more than three font styles 				
2.Illustrations, images, graphs and tables are appropriate, clear and properly labelled or captioned.				
3.Printing is of good quality (i.e., no broken letters or images, correct alignment, and even print density).				
4.LRM adheres to Bureau of Learning Resources Guidelines in Preparing Printed Learning Resource Materials				
Presentation Slides				
1.Slide templates are simple and non-distracting (office’s standard template is applied if one is available).				



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<p>2. Font styles and size are easy to read.</p> <ul style="list-style-type: none"> ▪ font size of 28 for text; at least 32 for slide heading; and at least 40 for presentation title ▪ Sans serif fonts used (e.g., Arial, Calibri, Helvetica, etc.) 				
<p>3. Slides are well-laid out.</p> <ul style="list-style-type: none"> ▪ contain one idea per slide ▪ contain key words and phrases only ▪ observe 7x7 rule (maximum of 7 lines per slide, maximum of 7 words per line) ▪ use contrasting colors for text and background ▪ illustrations and images relevant and of good quality 				
<p>4. Slides have no distracting elements (e.g., animations, sound effects, transitions, etc.).</p>				
<p>Non-Print Materials</p>				
<p>1. LRM's audio meets the following standards:</p> <ul style="list-style-type: none"> ▪ speech and narration clear and can be easily understood (uses correct pacing, intonation, and pronunciation); music and sound effects appropriate and suitable to the concept ▪ complete synchronization of audio with visuals, if any 				
<p>2. LRM's visuals meet the following standards:</p> <ul style="list-style-type: none"> ▪ provide accurate representation of the concept discussed ▪ screen displays (text) uncluttered, easy to read, and aesthetically pleasing ▪ visual presentations (non-text) clear and easy to interpret ▪ visuals sustain interest and do not distract user's attention 				
<p>3. LRM's user support material provides adequate and clear instructions.</p>				
<p>4. LRM can run on all platforms using minimum system requirements.</p>				
<p>Session Guide</p>				
<p>1. Session guide is aligned with the L&D intervention design:</p>				
<ul style="list-style-type: none"> ▪ covers all session objectives ▪ follows sequence and timing of activities ▪ provides adequate details of content areas ▪ provides adequate discussion of each methodology 				



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▪ identifies learning resource materials that will support delivery and learning process				
2.Session guide uses standard template.				
3.Session guide contains clear and adequate instructions to user.				

Overall Comments:	Recommendations:
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