



Republic of the Philippines  
Department of Education  
REGION IV-A CALABARZON  
CITY SCHOOLS DIVISION OF BIÑAN CITY

31 Mar 2021

DIVISION MEMORANDUM  
No. 115, s. 2021

**DREAM TEAMS – A MICROSOFT TEAMS ADOPTION CARAVAN**

To : Assistant Schools Division Superintendent,  
Chief, School Governance and Operations Division,  
Chief, Curriculum Implementation Division,  
All School Heads,  
All Others Concerned.

1. Relative to the OUA Memo 00-321-0117 and DEPED-4A-01D-RM-21-120 in the full implementation on the use of Microsoft Teams as the official collaboration platform of the Department of Education, The Regional Office through the ICT Unit and in partnership with Microsoft Philippines Inc., will hold a virtual adoption caravan entitled “Dream Teams-Microsoft Teams Adoption from **March 22 to April 21, 2021**.

**2. The activity aims to:**

- a. Demonstrate how the application is an integral part of daily work;
- b. Boost overall productivity;
- c. Centralize hub for communication and collaboration.
- d. Encourage the activation of Office 365 accounts for teaching and non-teaching personnel;
- e. Support the migration to Microsoft teams as the official Platform for communication, and;
- f. Provide basic capacity building on Microsoft Teams and Office 365.

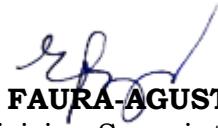
3. The participants must have a Microsoft 365 account to be able to fill out the form according to their schedule as stated, Participants May register and Join via this Link:

Date & Time	Participants			Registration Link	Join Link
<b>April 6, 2021</b> 8:00- 9:00am	<b>Binan City</b> (3 Elementary, 2 JHS, 2 SHS)	School Heads / Non-Teaching Personnel	Tenant R4A-2	<a href="https://tinyurl.com/MS4ADay4AM">https://tinyurl.com/MS4ADay4AM</a>	<a href="https://bit.ly/3fc9arE">https://bit.ly/3fc9arE</a>
<b>April 6, 2021</b> 1:00pm-2:30pm	<b>Binan City</b> (3 Elementary, 2 JHS, 2 SHS)	ICT Coordinator / Teaching Personnel	Tenant R4A-2	<a href="https://tinyurl.com/MS4ADay4PM1">https://tinyurl.com/MS4ADay4PM1</a>	<a href="https://bit.ly/39aKnjL">https://bit.ly/39aKnjL</a>



**Address:** P. Burgos St. Brgy. Sto. Domingo, Biñan City Laguna  
**Website:** [depedbinancity.com.ph](http://depedbinancity.com.ph)  
**Email:** [deped.binancity@deped.gov.ph](mailto:deped.binancity@deped.gov.ph)  
**Telephone no:** 511-4143/ 511-8620/ 511-4191/ 511-8746

4. For questions and clarifications, you may course them thru **Mr. Lester R. Ramos**, ITO I at [lester.ramos@deped.gov.ph](mailto:lester.ramos@deped.gov.ph) and/or **0961-4450-711**.
5. Immediate dissemination of and strict compliance with this Memorandum is earnestly desired.



**EDNA FAURA-AGUSTIN**  
Schools Division Superintendent



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**Address:** P. Burgos St. Brgy. Sto. Domingo, Biñan City Laguna  
**Website:** [depedbinancy.com.ph](http://depedbinancy.com.ph)  
**Email:** [deped.binancy@deped.gov.ph](mailto:deped.binancy@deped.gov.ph)  
**Telephone no:** 511-4143/ 511-8620/ 511-4191/ 511-8746