



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OFFICE OF BATAAN

DIVISION LETTER
No. 114, s. 2025

AUG 18 2025

**FIRST QUARTER EXAMINATION FOR THE IDENTIFIED
LEARNING AREAS IN GRADE 10-12 USING THE
DEPED BATAAN LMS**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Secondary School Heads
All Others Concerned

1. This Office informs the field of the utilization of the First Quarter Examination through the DepEd Bataan LMS for identified learning areas in Grades 10-12.
2. Attached is a letter from the LMS provider containing the list of learning areas available in the LMS, which will be used during the First Quarter Examination.
3. All learning areas not included in the list shall be assessed through teacher-made examinations.
4. Immediate dissemination of this letter is desired.

CAROLINA S. VIOLETA, EdD, CESO V
Schools Division Superintendent

Ci4
August 5, 2025

FOR THE SCHOOLS DIVISION SUPERINTENDENT

MILAGROS M. PEÑAFLOR, Ph.D.
Chief Education Supervisor-CID

August 18, 2025

Dr. Carolina S. Violeta, EdD, CESO VI
School Division Superintendent
Department of Education Division Office of Bataan
Abucay, Bataan

Subject: Partnership and Support for the Implementation of the Division Unified Quarterly Examinations for Grades 10, 11, and 12

Dear SDS Violeta,

On behalf of Xepto, I am writing to express our full support and confirm our system's readiness for the upcoming implementation of the **Division Unified Quarterly Examinations for all Grades 10, 11, and 12 students in the public secondary schools of Bataan**. We are honored to partner with the Schools Division Office of Bataan in this strategic initiative.

We understand that this program, commencing with the First Quarter Examinations on August 20 and 22, 2025, is designed to establish a single, reliable benchmark for student performance. Our platform is built to directly support this goal by providing a high-quality assessment tool that will generate robust data for evidence-based decision-making.

The Xepto platform is fully equipped to handle both online and offline examination modalities. For detailed instructions on the conduct of the examination for both modalities, all concerned personnel are directed to refer to the attached annex, **"Guidelines on the Administration of the Unified Examination"**.

We are confident that our system will effectively generate the expected outcomes of this initiative, namely a Comprehensive Division-Wide Performance Report and a detailed Analysis of Least-Mastered Competencies. This data will be crucial for guiding professional development and implementing effective remedial instruction for students.

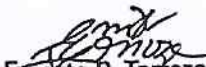
Our team is committed to providing continuous support. Should you or any personnel encounter technical difficulties, please contact your designated school LMS Champion for immediate assistance.

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We look forward to a successful implementation of the unified examinations and a fruitful partnership dedicated to fostering academic excellence in the Division of Bataan.

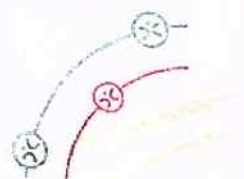
Respectfully yours,



Ernesto R. Tarroza Jr.
General Manager
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GUIDELINES ON THE ADMINISTRATION OF THE UNIFIED EXAMINATION

I. For Online Examination Modality

Teachers assigned to administer the unified examination online shall follow these steps to ensure proper setup and access for students:

1. **Access the Examination:** Log in to XEPTO Learning Management System (LMS) and navigate to the unified examination portal.
2. **Set Availability:** Configure the examination settings. Set the correct date and time window during which the exam will be accessible to students.
3. **Confirm Grade Category:**
 - o For Junior High School, ensure the category is set to JHS Q1.
 - o For Senior High School, ensure the category is set to SHS Q1.
4. **Confirm Xepto Tags:** Verify that the tag is set to Q1 Assessment. This is crucial for proper data collation.
5. **Save and Publish:** Once all settings are confirmed, save the configuration to make the examination live at the scheduled time.

II. For Offline Examination Modality (Print-Based)

For schools administering the examination offline using answer sheets, the following procedure must be observed:

1. **Download Materials:**
 - o In the Xepto platform, navigate to: More → Xepto Grades Tool → Answer Sheet Grader.
 - o Download the official Questionnaire (PDF) and the corresponding Bubble Sheet (PDF) for your assigned subject and grade level.
2. **Print Materials:** Print a sufficient number of questionnaires and bubble sheets for all examinees.

III. Important Reminders for Students (Offline Modality)

Teachers must orient students on the following guidelines before they begin the examination to prevent scanning errors:

- **Use LRN Only:** Students must shade the bubbles corresponding to their correct and complete Learner Reference Number (LRN). No other information should be written in the LRN field.

- Keep Corners Clear: Do NOT write anything inside the four black square boxes located at the corners of the answer sheet. These are scanner alignment marks.
- No Extra Markings: Avoid any unnecessary marks, doodles, or additional bubbles on the sheet.
- Shade Properly: Shade the entire bubble completely and darkly.

IV. Scanning of Completed Answer Sheets

1. After the examination, collect all completed answer sheets.
2. Use a smartphone with the Xepto Grader application (available on the Google Play Store) to scan each sheet.
3. Ensure you are in a well-lit area to avoid scanning errors. Follow the on-screen prompts in the application.

V. Support and Assistance

Should you have any questions or encounter technical difficulties, please click the Help button on the platform or contact your designated school LMS Champion for immediate assistance.

VI. Subjects Covered by the Unified Examination

- Grade 10:
 - Filipino
 - English
 - Mathematics
 - Science
 - Araling Panlipunan
 - Edukasyon sa Pagpapakatao
 - MAPEH
 - Electrical Installation and Maintenance
 - Computer Systems Servicing
 - Dress Making
 - Cookery
- Grade 11:
 - Filipino
 - Oral Communication
 - General Mathematics
 - Earth and Life Science
 - Earth Science
 - General Chemistry
 - Introduction to World Religions and Belief Systems
 - Disciplines and Ideas in the Social Sciences
 - Life and Career Skills

- Grade 12:
 - English for Academic and Professional Purposes
 - General Biology
 - General Physics
 - Community Engagement, Solidarity, and Citizenship
 - Health Optimizing Physical Education