



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

DIVISION LETTER
No. 117, s. 2025

SEP 01 2025

**SCHEDULE OF STUDENT ORIENTATION AND LEVELSET
EXAMINATION FOR THE ACHIEVE3000 LITERACY PROGRAM**

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

This Office hereby announces the schedule of the Student Orientation and LevelSet Examination for the Achieve3000 Literacy Program for School Year 2025–2026, to be conducted on September 1–5, 2025, with each session lasting two hours.

Please see the attached letter containing detailed instructions and session breakdown for your reference.

Participants in this Orientation are Grade 7 students and English teachers with DepEd Bataan LMS and Achieve3000 accounts

Immediate dissemination of this letter is desired.

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September 1, 2025


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



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2022

August 22, 2025

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

Thru: Milagros M. Peñaflor, PhD
Chief Education Supervisor

Subject: Request to Schedule Student Orientation and LevelSet Examination for the Achieve3000 Literacy Program

Dear Dr. Violeta,

Greetings of peace!

In line with our commitment to enhancing the literacy skills of our students, we are writing to formally request the scheduling and implementation of the foundational activities for the learners enrolled in the Achieve3000 Literacy Program for the School Year 2025-2026.

To ensure a successful and effective program launch, two critical activities must be conducted: the **Student Orientation** and the **Level Set Examination**. The orientation will equip our students with the necessary knowledge to navigate and maximize the platform, while the Level Set exam is essential for establishing their baseline Lexile levels. This baseline is crucial for personalizing their learning paths and accurately measuring their progress throughout the year.

We have prepared a proposed outline for these activities and would be grateful for the opportunity to coordinate with your office to finalize the details.

PROPOSED ACTIVITY DETAILS AND FLOW

- **Objective:** To orient, onboard, and establish a baseline reading level for all students enrolled in the Achieve3000 Literacy program.
- **Proposed Schedule:** To be scheduled within the week of September 1-5, 2025.
- **Target Participants:** All students enrolled in the Achieve3000 Program and their respective teachers/facilitators.
- **Total Duration:** Approximately 2 - 2.5 hours per session.
- **Modality:** Face-to-face in computer labs

Session Breakdown:

Part 1: Student Orientation and Login (1 hour)

- **First 30 minutes:** The teacher-in-charge will facilitate the session by playing the official Achieve3000 Literacy Student Orientation Video.
- **Next 30 minutes:** Teachers will distribute the unique login credentials to each student and provide assistance to ensure every participant can successfully log in to the Achieve3000 platform.

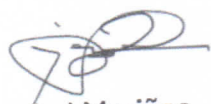
Part 2: LevelSet Pretest and Program Exploration (1 - 1.5 hours)

- **20-40 minutes:** Students will independently take the LevelSet Pretest to determine their starting Lexile measure. Teachers will supervise to ensure integrity but will not provide answers.
- **20-30 minutes:** As students complete the test, they will be encouraged to explore the program's features on their own or begin reading their first assigned lessons.

We believe that the timely implementation of these activities is vital to the overall success of the literacy program. We are prepared to work closely with the designated personnel from your office to ensure a smooth and organized rollout.

Thank you for your unwavering support of our educational initiatives. We look forward to your favorable response.

Respectfully yours,



Jed Mariñas
Business Development Director
Xepto Education