



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

DIVISION LETTER

No. 147, s. 2025

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**UNIFIED 2nd QUARTERLY ASSESSMENT FOR GRADES 10-12
USING THE DEPED BATAAN LEARNING MANAGEMENT SYSTEM**

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

This Office informs all concerned of the utilization of the DepEd Bataan Learning Management System (LMS) for the 2nd Quarterly Assessment for Grades 10–12, scheduled on October 23–24, 2025.

Furthermore, all DepEd Bataan LMS implementers are instructed to follow the attached guidelines to ensure the smooth conduct of the said assessment.

Immediate dissemination of this letter is desired.


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


Ci4/October 20, 2025



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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:
 - For Junior High School, ensure the category is set to JHS Q1.
 - 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:
 - In the Xepto platform, navigate to: **More → Xepto Grades Tool → Answer Sheet Grader**.
 - 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.



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- 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.

The unified examinations will continue to cover the following subjects for each grade level:

Grade 10:

- Filipino
- English
- Mathematics
- Science
- Araling Panlipunan
- Edukasyon sa Pagpapakatao
- MAPEH
- Electrical Installation and Maintenance (EIM)
- Computer Systems Servicing (CSS)
- Dress Making
- Cookery
- Shielded Metal Arc Welding (SMAW)

Grade 11:

- Filipino
- Oral Communication
- General Mathematics
- Earth and Life Science
- General Chemistry
- Introduction to World Religions and Belief Systems
- Disciplines and Ideas in the Social Sciences
- Life and Career Skills



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- Shielded Metal Arc Welding (SMAW)

Grade 12:

- English for Academic and Professional Purposes
- General Biology
- General Physics
- Community Engagement, Solidarity, and Citizenship
- Health Optimizing Physical Education
- Shielded Metal Arc Welding (SMAW)