REGIONAL MEMORANDUM
No. 713, s. 2020

GUIDELINES FOR DUAL/MULTIPLE MONITOR SETUP FOR BLENDED LEARNING/ONLINE CLASSES

To: All Schools Division Superintendents

1. This has reference to OUA Memorandum No. 00-1120-0212 dated November 17, 2020, entitled Guidelines for Dual/Multiple Monitor Setup for Blended Learning/Online Classes.

2. Attached is the memorandum for reference.

3. For information, guidance and compliance.

TOLENTINO G. AQUINO
Director III
Officer-In-Charge
Office of the Regional Director

Encl.: As stated
To be indicated in the Perpetual Index
under the following subjects:

ICT
PROJECT/PROGRAMS
REFERENCE
GUIDELINES

ORD/ICTU/scl/RMICTU
November 23, 2020
Memorandum

17 November 2020

For: Regional Directors
    Schools Division Superintendents
    Public Elementary and Secondary School Heads
    ICT Regional, Division and School Coordinators
    All Others Concerned

Subject: GUIDELINES FOR DUAL/MULTIPLE MONITOR SETUP FOR BLENDED LEARNING/ONLINE CLASSES

In line with the Blended Learning, particularly Online Modality, and the deployment of DepEd Computerization Program (DCP) units, the Office of the Undersecretary for Administration (OUA), through the Information and Communications Technology Service (ICTS), issues these guidelines for the implementation of dual or multiple monitor set-ups for online classes using DCP units.

This dual or multiple monitor set-ups will help teachers and employees with effective multi-tasking, especially with tasks that benefit from multiple screens like online teaching.

The dual or multiple monitor setup will enable teachers to easily conduct online classes where one screen is utilized solely for the gallery of learners participating online, while the other screen is used for notes and lessons. Another screen may still be used for other areas that the teacher will be needing. All the screens are navigated or controlled via the laptop or desktop.
All Information and Communications Technology (ICT) Coordinators are hereby instructed to facilitate the dual or multiple monitor setup by using the display monitors of the DCP packages.

The necessary equipment are as follows:

a. DCP Computer Monitors
b. Display Cable (depending on Monitor and the Laptop’s Display port)
   i. HDMI Cable / Mini HDMI / Micro HDMI
   ii. VGA Cable / Mini VGA
   iii. Display Cable / Mini Display Cable
   iv. DVI-D / DVI-I / Mini DVI/ Micro DVI
c. DCP Laptop or Desktop
d. Display Adapter (optional)

The following guidelines are hereby provided to implement the dual monitor setup;

1. Inspect the monitor’s display ports located either on the sides or the rear part of the monitor.

   ![Image of a monitor showing display ports]

   Source: https://www.monitornerds.com/displayport-vs-hdmi-vs-usb-c-vs-dvi-vs-vga-which-is-better-for-gaming/

2. After determining which display port is present, insert the appropriate display cable to its corresponding display port.

   ![Diagram of common display interfaces]

   Source: https://www.xenarc.com/different-types-of-monitor-ports.html
3. Locate the corresponding display port on the DCP unit that matches the port picked on the monitor’s display panel and plug in the cable to its corresponding port.


4. If the display cable does not have a matching port, use an adapter with each end being the corresponding port of the cable and the corresponding plug for the DCP unit’s port.

5. Turn on the monitor and scan for the input coming from the computer by browsing through the input options of the monitor. If done correctly, the monitor will display a duplicate of the desktop of the DCP unit.

6. To make use of its Dual Monitor functionality, right click on the desktop and go to display settings under “Multiple Displays” and select the “Extend Display” Option and apply the settings by selecting apply during the prompt.
For relevant queries or concerns, please contact Mr. ARTHUR M. AQUINO, Information Technology Officer I, via email: arthur.aquino@deped.gov.ph or send a message via Workplace Chat.

For immediate dissemination and implementation.

ALAIN DEL B. PASCUA
Undersecretary