Republic of the Philippines
Department of Agriculture
AGRICULTURAL TRAINING INSTITUTE
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TERMS OF REFERENCE FOR HIGHLY TECHNICAL EXPERT ON E-LEARNING
AUGUST-DECEMBER 2018

A. QUALIFICATIONS

- Has a comprehensive knowledge of the e-Extension Program for Agriculture and Fisheries
- Has over 8 years of web development experience particularly using the Drupal® the content-management framework
- Has over 5 years experience developing custom-LMS using Moodle®
- Has over 10 years experience developing and authoring e-learning courseware using CourseLab® and Articulate Storyline®
- Has extensive expertise on instructional design particularly for multi-device learning
- Has a strong history working with international organizations and national government agencies
- Has an extended familiarity with the Agriculture and Fisheries sector
- Has a deep understanding of ATI's Knowledge Management initiatives

B. DELIVERABLES

ACTIVITIES	DELIVERABLES		SCHEDULE	OUPUT
Updating and upgrading Drupal core for the main ATI site and its 16 subsites	• 3 Days Mentoring Session *with internet connectivity	• centralized updating with *security patches – ATI main/ centers' websites* • Refresher on the use of VPS control panel • With Franco Gabriel Borlagdan, Al P Camaya, Joeven C. Calasagsag, and Michael Brosas, Cristia Joseph Lampas, Darwin Bibit, other ICT Staff	Mid-August 2018	1. All ATI sites will have latest updates and security patches running 2. Report on Status , role identifications, and workflow Recommendations by end August
Workshop on Drupal Web Administration	• Resource Person of WS for web admin centers on configuration of drupal structure and problem solving	• Permanent staff assigned to ISS • ISD-ICT staff	2nd week September 2018 except NELC week	Report and recommendations on Workshop on Web Administration the end of September

Courseware on Climate Change for Agri and Fishery	• Provide expert's review and finalize the SCORM content in the prescribed authoring software.		• Within August 2018	Uploaded course Climate Change for Agri and Fishery by August
Courseware Conversion	• Framework/Process Flow of offline course delivery • **4 courses** (Organic Carrot, Coffee, Advanced Beekeeping, Organic Rice - Region 10) converted from SL2 to SL3 • 3 Days Mentoring/Refresher on Story Line 2 Jayvee with selected/interested centers	• 1 to 2 Software on Articulate SL3; to be offered to region for their respective procurement	• July 2nd week 2018 • Before NELC September 2018 • Mid-October 2018	Submitted Framework/Process Flow of offline course delivery Uploaded 4 converted courses (Organic Carrot, Coffee, Advanced Beekeeping, Organic Rice - Region 10) Report and recommendation on Mentoring/Refresher on Story Line 2

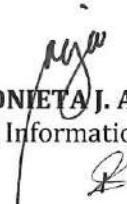## C. CONTRACT AMOUNT/SCHEDULE OF PAYMENT

The total contract amount of the project is **Php 308,000.00**. The payment is onetime (lump sum) upon submission of outputs and reports duly certified by the Information Services Division.
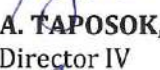
D. OTHER CONSIDERATIONS

In cases where the principal requires the presence of the expert outside Metro Manila it is understood that the plane fare and accommodation shall be shouldered by principal through ATI-ISD.

Submitted by:

ANTONIETA J. ARCEO
Chief, Information Services Division

Approved by:

LUZ A. TAPOSOK, PhD
OIC, Director IV