



Republika ng Pilipinas  
**Kagawaran ng Edukasyon**  
Tanggapan ng Pangalawang Kalihim



OUAD00-1221-0075  
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**OUA MEMO 00-1221-0075**

**MEMORANDUM**

14 December 2021

For: **Regional Directors  
Schools Division Superintendents  
Regional and Division Information Officers  
Public School Heads  
School ICT Coordinators  
All Others Concerned**

Subject: **FREE DOWNLOAD OF MICROSOFT 11 FOR LEARNERS**

The Office of the Undersecretary for Administration (OUA) through the Information and Communications Technology Service (ICTS) officially announces the availability of Microsoft 11 for learners to download for free.

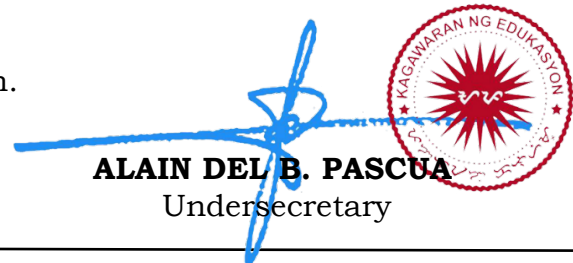
**All learners must use their DepEd Microsoft accounts to download Microsoft 11 from the assigned website of their respective regions.** A step by step guide is attached as **Annex A**. Learners who do not have their DepEd Microsoft accounts should coordinate with their school ICT coordinator. Windows 11 for teachers will be made available soon, to be announced through another memorandum.

All Regional and Division Information Officers are requested to disseminate the assigned link, poster, and other pertinent information about the Windows 11 availability for learners in their respective networks and official social media accounts for widest dissemination.

The materials are available for download through this link: [https://depdph-my.sharepoint.com/:f:/g/personal/trainer\\_kcatahan\\_depded\\_gov\\_ph/EjUjQLTmd8RIsSjIiI23L2cBHPD6ab9E8PJ\\_TzHxzRB09A?e=h7HMq8](https://depdph-my.sharepoint.com/:f:/g/personal/trainer_kcatahan_depded_gov_ph/EjUjQLTmd8RIsSjIiI23L2cBHPD6ab9E8PJ_TzHxzRB09A?e=h7HMq8). A tutorial on the download process is also available for sharing, accessible through this link: <https://aka.ms/DepEdDownloadWin11>.

For concerns and questions regarding the Windows 11 download for learners, please contact Genesis Fernando of the ICTS-User Support Division at [genesis.fernando@depded.gov.ph](mailto:genesis.fernando@depded.gov.ph).

For information and appropriate action.

  
**ALAIN DEL B. PASCUA**  
Undersecretary



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**Office of the Undersecretary for Administration (OUA)**

[Administrative Service (AS), Information and Communications Technology Service (ICTS), Disaster Risk Reduction and Management Service (DRRMS), Bureau of Learner Support Services (BLSS), Baguio Teachers Camp (BTC), Central Security & Safety Office (CSSO)]

Department of Education, Central Office, Meralco Avenue, Pasig City  
Rm 519, Mabini Bldg; Mobile: +639260320762; Tel: (+632) 86337203, (+632) 86376207  
Email: usec.admin@depded.gov.ph; Facebook/Twitter @depdetao

## Annex A

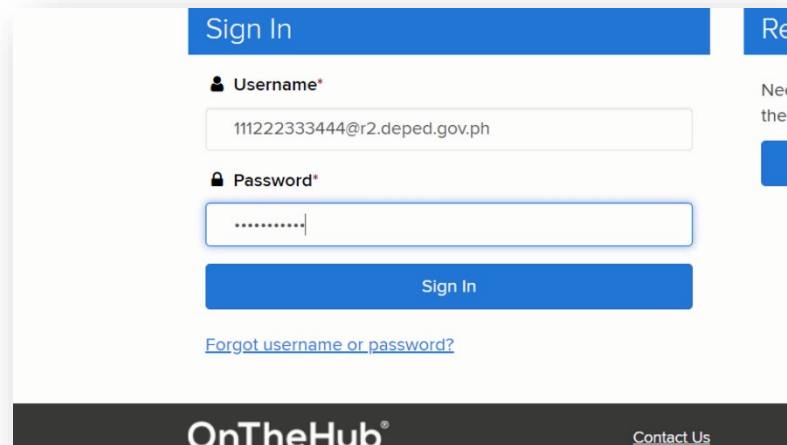
### How to Download Windows 11 (Instructions for Learners – 4 Steps)

**STEP 1:** Puntahan ang webstore ng iyong region. Ito ay naaayon sa inyong DepEd Microsoft account. (Halimbawa: kung ang account niyo ay nagtatapos sa **r1.deped.gov.ph**, ang iyong webstore na pupuntahan ay ang <https://r1deped.onthehub.com>). Tingnan ang buong table sa ibaba:

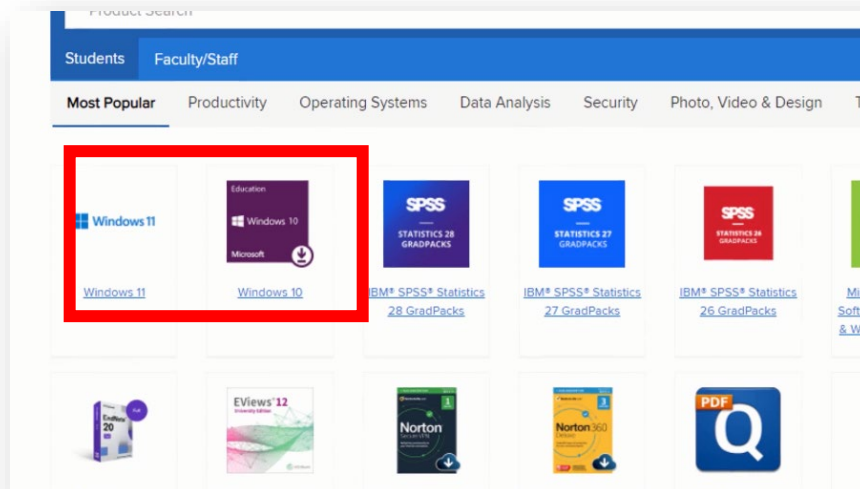
<b>KUNG ANG IYONG DEPED EMAIL AY NAGTATAPOS SA...</b>	<b>KAYO AY NABIBILANG SA REGION NA ITO...</b>	<b>AT ITO ANG WEBSITE NA IYONG PUPUNTAHAN PARA MAKUHA ANG WINDOWS 11...</b>
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<a href="https://r4b.deped.gov.ph">r4b.deped.gov.ph</a>	DEPED Region 4B	<a href="https://r4bdeped.onthehub.com">https://r4bdeped.onthehub.com</a>
<a href="https://r5-1.deped.gov.ph">r5-1.deped.gov.ph</a>	DEPED Region 5-1	<a href="https://r5-1deped.onthehub.com">https://r5-1deped.onthehub.com</a>
<a href="https://r5-2.deped.gov.ph">r5-2.deped.gov.ph</a>	DEPED Region 5-2	<a href="https://r5-2deped.onthehub.com">https://r5-2deped.onthehub.com</a>
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<a href="https://r10.deped.gov.ph">r10.deped.gov.ph</a>	DEPED Region 10	<a href="https://r10deped.onthehub.com">https://r10deped.onthehub.com</a>
<a href="https://r11.deped.gov.ph">r11.deped.gov.ph</a>	DEPED Region 11	<a href="https://r11deped.onthehub.com">https://r11deped.onthehub.com</a>
<a href="https://r12.deped.gov.ph">r12.deped.gov.ph</a>	DEPED Region 12	<a href="https://r12deped.onthehub.com">https://r12deped.onthehub.com</a>
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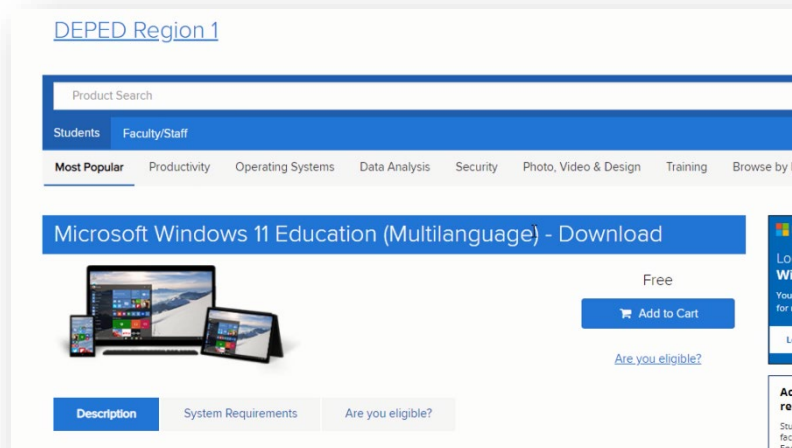
**STEP 2:** Mag-log in gamit ang iyong DepEd Microsoft account.



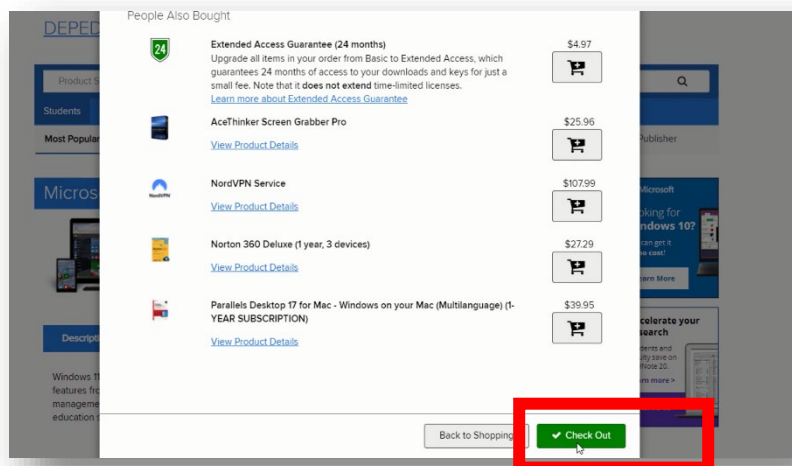
**STEP 3:** Piliin ang Windows 11 para i-download ito. Maaari din piliin ang Windows 10, depende sa inyong system specifications.



**STEP 4:** Pumunta sa check-out at magsisimula na ang download nito. Tandaan, **walang kailangan bayaran sa inyong check-out.** Ang pag-download ng Windows 11/Windows 10 ay FREE.



Kapag na-click na ang “Add to Cart”, mag-scroll down at i-click ang “Check Out”.



Sundan lang ang instructions sa pag-check out hanggang sa makuha niyo ang iyong PRODUCT KEY. I-click ang link sa ibaba nito upang simulan ang pag-download ng Windows 11.

