

## 2. Registration for an Account in the LRMSD Portal

The Learning Resource Management and Development System (LRMDS) Portal is the Department of Education’s official platform for accessing quality-assured learning resources, teaching resources and professional development materials. Authorized DepEd personnel must first register and secure approval from the Schools Division Office (SDO). Once approved, users may log in to search, view, and download available learning resources for instructional and to be used for teaching and learning process or other school related activities.

<b>Office or Division:</b>	Curriculum Implementation Division			
<b>Classification:</b>	Simple			
<b>Type of Transaction:</b>	G2G (Government to Government)			
<b>Who may avail:</b>	District Supervisors, School Heads, Teachers, and DepEd Personnel			
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
<b>Standard Requirement</b>				
Active DepEd email account		Client		
Accomplished Online Registration Form		Client		
Laptop / Desktop or mobile device with internet access and updated web browser		Client		
CLIENT STEPS	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
<b>Registration for the LRMSD Portal</b>				
1. Access/visit the official LRMSD Portal <a href="https://lrmsd.deped.gov.ph">https://lrmsd.deped.gov.ph</a> , click “Register”, and fill out the online form using DepEd email address	1.1 Check the registration, review, and validate the applicant’s identity, position, and affiliation	None	1 day	Project Development Officer II, CID
	1.2 Approve or disapprove the registration request based on verification results	None	4 hours	Project Development Officer II, CID
	1.3 Send system-generated notification to the applicant's email. Process the account request as follows: a. If approved, users can access the LRMSD Portal. b. If disapproved, a notification	None	10 minutes	Project Development Officer II, CID

	regarding the disapproval of the account shall be sent.			
<b>TOTAL (Registration):</b>		<b>None</b>	<b>1 day, 4 hours, 10 minutes</b>	