



SUBMISSION OF ECES VIA ONLINE STORAGE SY 26-27



01

Log in to Google Drive

<https://google.com/drive>

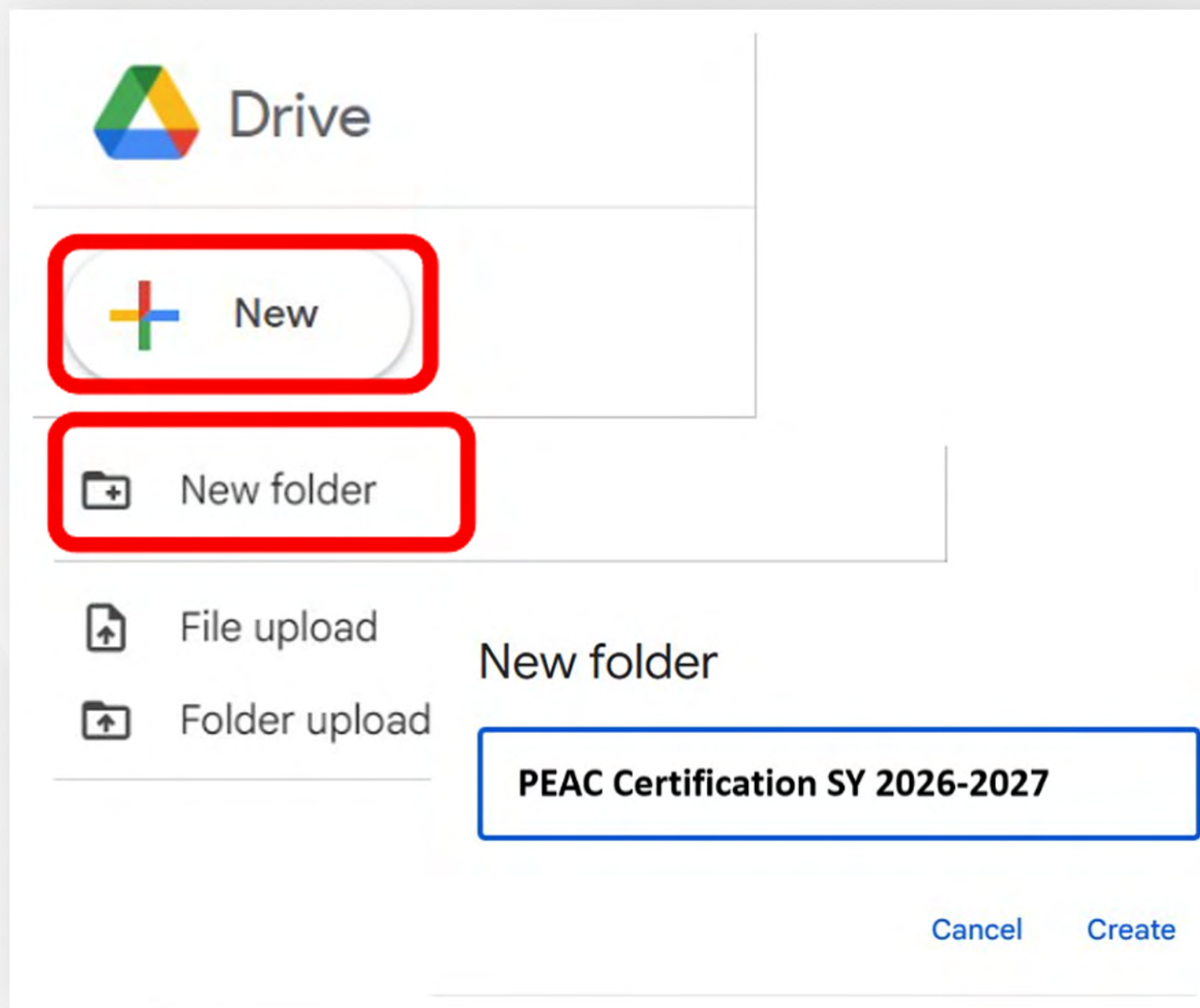


Google Drive



02

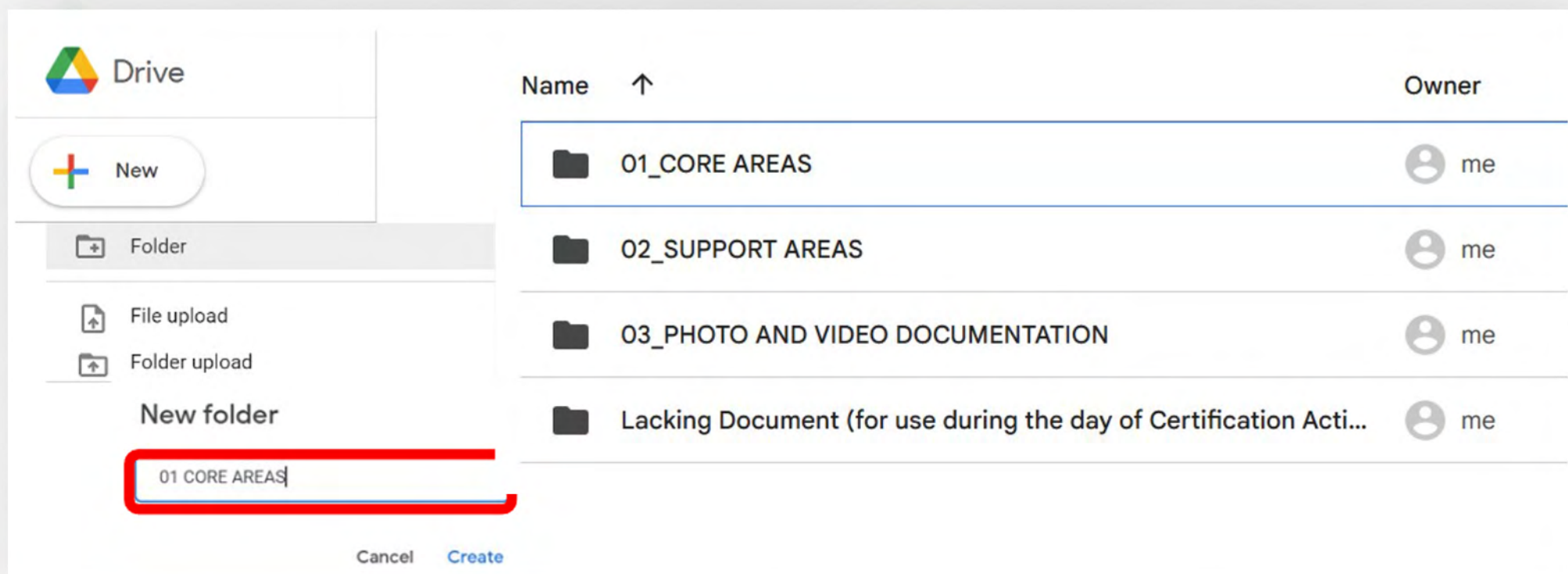
Create and label a New Folder



03

Create subfolders in **PEAC ECE 2026-2027**:

1. **CORE AREAS**
2. **SUPPORT AREAS**
3. **PHOTO AND VIDEO DOCUMENTATION**
4. **LACKING DOCUMENTS** (for use during the day of Certification Activity)



The screenshot shows the Google Drive interface. On the left, the 'New' button is highlighted, and the 'Folder' option is selected. A 'New folder' dialog box is open, with the text '01 CORE AREAS' entered in the input field. The main area displays a list of folders:

Name	Owner
01_CORE AREAS	me
02_SUPPORT AREAS	me
03_PHOTO AND VIDEO DOCUMENTATION	me
Lacking Document (for use during the day of Certification Acti...	me



04

Create subfolders in **CORE AREAS**.

AREA A not included. Upload the documents based on the List of Required ECEs for SY 2026-2027 in its corresponding folder. Submit PDF only.

Schools scheduled for Certification Revisit and Recertification Revisit only need to create subfolders of CORE AREA/S that will be revisited.

The screenshot shows the Google Drive interface. On the left, the 'New' menu is open, and a 'New folder' dialog box is displayed with the text 'AREAD D Faculty' entered in the input field. The main area shows the breadcrumb path 'My Drive > PEAC Certification SY 2... > 01_CORE AREAS'. Below the path are filters for 'Type', 'People', 'Modified', and 'Source'. A table lists the following folders:

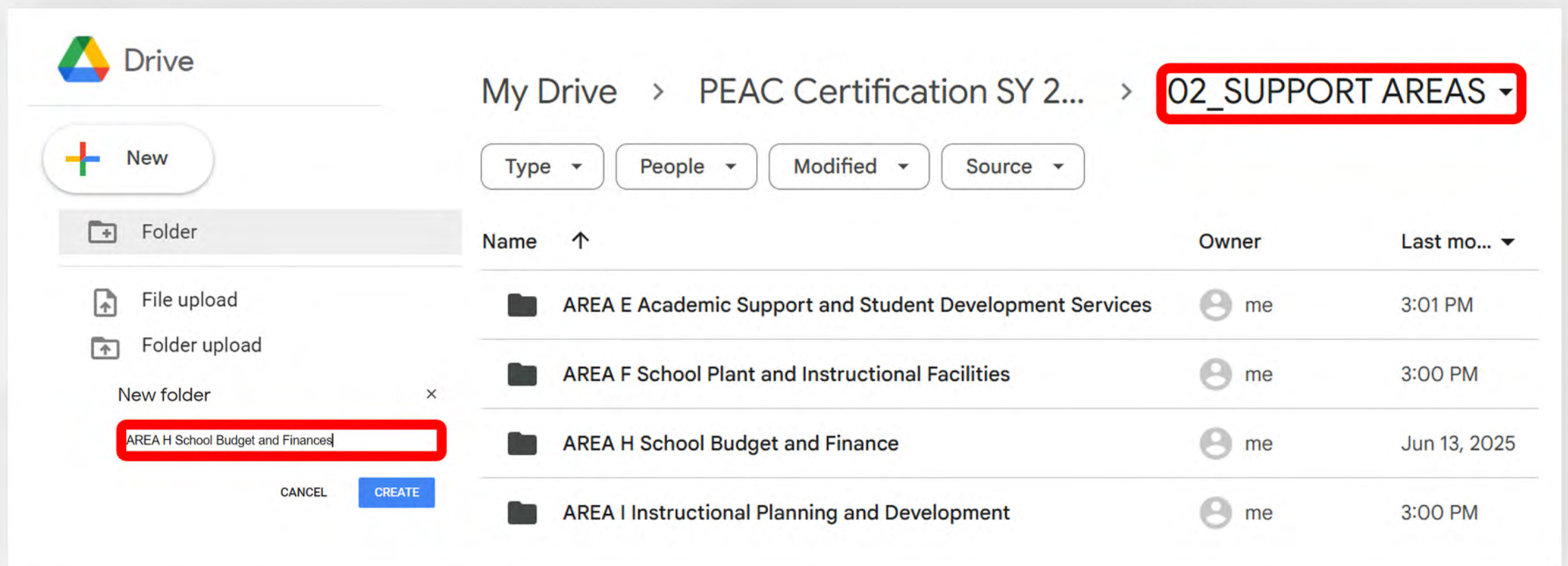
Name	Owner	Last mo...
AREA B Curriculum, Assessment, and Instructions	me	4:13 PM
AREA C Instructional Leadership	me	4:13 PM
AREA D Faculty	me	4:16 PM
AREA G Administration and Governance	me	4:16 PM



05

Create subfolders in **SUPPORT AREAS**.
Upload the required document
in its corresponding folder. Submit PDF only.

Schools scheduled for Certification Revisit and Recertification Revisit only need to create subfolders of CORE AREA/S that will be revisited.



The screenshot shows the Google Drive interface. The breadcrumb path is 'My Drive > PEAC Certification SY 2... > 02_SUPPORT AREAS', with the last folder name highlighted in a red box. On the left, the 'New' menu is open, and 'Folder' is selected. A 'New folder' dialog box is displayed with the text 'AREA H School Budget and Finances' entered in the input field, which is also highlighted in a red box. Below the input field are 'CANCEL' and 'CREATE' buttons. The main content area shows a list of folders:

Name	Owner	Last mo...
AREA E Academic Support and Student Development Services	me	3:01 PM
AREA F School Plant and Instructional Facilities	me	3:00 PM
AREA H School Budget and Finance	me	Jun 13, 2025
AREA I Instructional Planning and Development	me	3:00 PM















06

Label your documents as seen in the list of ECEs.

... > 01 CORE AREAS > AREA G Administration ...

File type ▾ People ▾ Last modified ▾

Name ↑	Owner	Last modified ▾	File size
 Administrative Manual	 me	Jul 4, 2022	1 KB
 Administrators Development Program	 me	Jul 4, 2022	1 KB
 List of Personnel Benefits	 me	Jul 4, 2022	1 KB
 Organizational Chart	 me	Jul 4, 2022	1 KB
 Salary Scale	 me	Jul 4, 2022	1 KB
 Succession Plan	 me	Jul 4, 2022	1 KB



07

Submit your Google Drive link to the PEAC Certification Unit via EIS - Certification System.

My Drive > PEAC Certification SY 2...

Type Peo

- New folder Alt+C then F
- Open with
- Download
- Rename Ctrl+Alt+E
- Share
- Organize

Name	Owner	Last mo...	File size
01_CORE AF	me	Jun 9, 2025	—
02_SUPPOR	me	Jun 9, 2025	—
03_PHOTO	me	Jun 9, 2025	—

General access

Anyone with the link Viewer

Anyone on the internet with the link can view

Copy link Done

PART III

ECE Google Drive link

Please make sure that the google drive link is not restricted and is accessible by PEAC.

These school documents will be kept confidential in accordance with the Data Privacy Act. Access to the Google Drive will be endorsed to the Certification Team assigned to the school.

The Certification Team that will handle your documents signed and submitted a Non-Disclosure Agreement and is expected to uphold the same integrity on confidentiality.

Save Changes

PEAC Test School

ESC ID: 1111111

Account Profile Security & Login User Management

QUICKLINKS

Certification System

