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| **Commitment Statement** |

Your Commitment Statement is a simple email you can send to serafintalisayon@gmail.com or serafin.talisayon@cclfi.net using your own Gmail address.

Here is the suggested text:

*Commitment Statement*

*I understand that sustained weekly participation in the course is a requirement for my certification and for my gaining the most benefit from the course. I hereby commit to perform the following:*

1. *Practice editing my designated webpage, uploading files there as may be assigned from time to time and creating subpages as may be assigned;*
2. *Participate in the weekly class discussions during each module by posting comments, questions or replies in the designated pages of the website and endeavor to share my knowledge and experience with the rest of the class;*
3. *Participate in building a Class Expertise Directory by listing my technical and non-technical skills, aptitudes and talents, and by endeavoring to mentor classmates in skills where I excel, as may be requested by them.*

*I have obtained the prior permission and commitment of support from my superior to perform an eight-week workplace KM practicum, after I explained to him/her that the intended purpose of KM is to improve productivity, innovation and/or performance and that he/she will be consulted in selecting the practicum topic appropriate and relevant to the workplace.*

*I understand that if, for any reason, I cannot perform all of the above, I will not be awarded the Knowledge Management Practitioner Certification.*

*(Your name)*

*(Your organization and its address)*

*(Your telephone number/s at work, mobile phone number/s, and Skype ID if any)*

*(Your residence address and telephone)*

With regard to the workplace KM practicum, the confidentiality or non-disclosure policies, if any, of your organization will be respected in the handling of your KM practicum final report.