


☐

I'm not robot


reCAPTCHA

I'm not robot!

Record of work in teaching pdf

Importance of records of work in teaching pdf. Sample record of work in teaching. What is record of work in education. What is a record of work in teaching.

Download the video [MP4, 29MB] Download the transcript This in-service suite describes how to collect and use work samples to document children's learning in the preschool classroom. This zip file contains presentation materials including training videos and handouts. To view or use these materials without internet access, download Collecting and Using Work Samples 15-minute In-service Suite in advance. Please ensure your browser is updated to the newest version available. If you have difficulty downloading this file, try using a different browser.

Name of School Address Tel No.									
SERVICE RECORD (To be accomplished by Employer)									
NAME: LAST NAME FIRST NAME MIDDLE NAME (Last Name) (Given Name) (Middle Name)									
BIRTH: August 15, 1995 Gapan City, Nueva Ecija (Date) (Place)									
<p>This is to certify that the employee named hereabove actually rendered services in this office as shown by the record below, each date of which is supported by appointment and the other papers actually issued by this Office and approved by the authorities concerned.</p>									
SERVICE (Inductive Date)		RECORD OF APPOINTMENT		OFFICE ENTITY/DIV.			L/V ABS W/O PAY		SEPA
From	To	Designation	Status 1	Salary 2	Station/Place of assignment	Branch 3			Date
Jan 2009	March 2010	Classroom Teacher	Prob.	9,000.00	Private Modern School - Gapan City				March 19, 2010
***** NOTHING FOLLOWS *****									

For more information, please contact us at ecdtl@ecetdtdo.info or call (toll-free) 844-261-3752. « Go to Ongoing Child Assessment Child Screening and Assessment Last Updated: May 24, 2023 From WikiEducator These are the documents which are used by the teacher in the preparation, implementation and evaluation of teaching/learning process. They include schemes of work, lesson plans, records of work and progress records. They are meant to make teaching and learning more effective.



definition Schemes of Work. It is a detailed breakdown of the syllabus in terms of lessons/weeks, terms and year for the purpose of orderly and systematic teaching. The scheme of work is derived from the Life Skills Education Syllabus. The scheme of work details how the Life Skills Education content for each class is to be covered on a weekly, termly and yearly basis. A scheme of work has the following components: Week: This is the week of term in which a particular topic/content is to be taught/ Lesson: Specific Lesson in the week in which a particular topic/sub-topic is to be taught. Topic/sub-topic: These are specific areas identified for study in the Life Skills Education syllabus. A sub-topic is a sub-division of topic for ease of study. Specific Objective: This refers to what the teacher intends to achieve by the end of the lesson. They must be SMART, that is S - Specific M - Measurable A - Attainable/achievable R - Realistic T - Time bound Objectives should point to the expected change of behaviour of the learner. Teaching/Learning Experiences: The column clarifies the activities carried by the learner and the teacher for effective teaching and learning during and after the lesson. These experiences should be stated clearly using action verbs and be sequentially geared towards achieving the specific objectives. They guide the teacher to plan in advance the teaching/learning experiences, methods and the varied activities the class will be engaged in during the lesson. Teaching/Learning Resources: These spells out the instructional materials the teacher intends to use to make the lesson effective. They include human and material resources.

[illegible]

The teacher should creatively select, develop and assemble resources before the lesson such as; text books, newspaper cuttings, charts, audio and audio visual materials. The teacher indicates text books, reference materials and documents which should be used to source content on specific topics. A variety of references should be used to enrich the content. These are comments that the teacher makes to show whether the set objectives have been achieved. WEEK TOPIC/SUB TOPIC OBJECTIVES TEACHING LEARNING EXPERIENCES TEACHING/LEARNING RESOURCES REFERENCE REMARKS 1 INTRODUCTION TO LIFE SKILLS EDUCATION Meaning of Life Skills Education By the end of the lesson, the learners should be able to: explain the meaning of Life Skill Education identify everyday life's challenges he/she encounters Relate Life Skill Education to the challenge of everyday life *Meaning of Life Skills Education Challenges of everyday life Life skills as they relate to challenges of everyday life #explaining the concepts/terms questioning and answering question discussing challenges of everyday life note taking #Charts showing definition and importance of Life Skill Education Indicate author, year of publication (editions) Title publisher, Town and page(s) *Learners participated actively in the learning process 2 INTRODUCTION TO LIFE SKILLS EDUCATION Benefits of Life Skills Education By the end of the lesson, the learner should be able to demonstrate clear understanding of the benefits of learning Life Skills Education row 2, cell 5 #explaining the terms brainstorming on the benefits of Life Skills Education note taking sharing of learners' experiences #Charts showing benefits of Life Skills Education Learners' experiences Charts showing benefits of Life Skills Education Learners' experiences Indicate author year of publication (editions) Title publisher, Town and page(s) An adhoc staff meeting interrupted the lesson.

Homeschool Record of Work Completed				
Date completed				
	Combined	Grace	Alex	Jess
6. Math				
6.1. Math 1/1 Use Primer			Done	Done
6.2. Math 1/1 Use Alpha			21.12.17	21st-30th
6.3. Math 1/2 Use Beta			11.09.17	Done
6.4. Math 1/2 Use Gamma			24.07.17	Nov-19
6.5. Math 1/2 Use Delta				
6.6. Math 1/2 Use Epsilon				
6.7. Mental Math Strategies W1			Nov-17	
6.8. Mental Math Strategies W2				
6.9. First Numbers (4-6)			21.03.18	
6.10. First Add and Subtraction (4-6)			09.03.18	
6.11. First Clocks and Time (4-6)			29.11.18	
6.12. First Columns and Chapters (4-6)				
6.13. Read and Talk Alpha 10 (4-15)				26.11.20
6.14. Read and Talk Beta 10 (4-15)				
6.15. Read to Basics Addition and Subtraction Years 4-5			20.07.20	
6.16. Read to Basics Addition and Subtraction Years 4-5			28.12.20	
6.17. Excel Mathematics year 2				Aug-19
6.18. Excel Mathematics year 3				2018
6.19. 1st Year Math year 3 or 4				
6.20. Read to Basics Addition and Subtraction p 9-4			1.01.19	

To be taught during prep time. 3. INTRODUCTION TO LIFE SKILLS EDUCATION By the end of the lesson, the learner should be able to: identify the core living values demonstrate clear understanding of the relationship between living values and life skills *Core-living values Relationship between living values and life skills[questioning and answering explaining the term role playing the living values #Chart showing the meaning of living values Indicate author year of publication (editions) Title publisher, Town and page(s) Lesson was interesting objectives were achieved. Definition LESSON PLAN It is a detailed account of what is to be covered in a lesson.

<h1 style="text-align: center;">Weekly Time Sheet</h1> <h2 style="text-align: center;">Log Book</h2>					
WEEK _____					
DATE	BREKFAST	PRINCIPAL	MIDDEKAS	TOTAL HOURS	REMARKS
MON					
TUE					
WED					
THU					
FRI					
SAT					
SUN					

is extracted from the scheme of work. Importance of Lesson Planning A lesson plan is an important factor in the effective teaching of Life Skills Education because it helps the teacher to: focus clearly on the content to be covered and the way it should be taught thus avoiding vagueness and irrelevance organise the content to be taught in advance plan, prepare and assemble teaching/learning resources take the opportunity to visualize and conceptualise in advance the teaching strategies and ethods, select and design appropriate assessment methods. Format of a lesson plan A lesson plan should include the following components: Administrative details Date Time Class Roll Subject Topic/Subtopic/It is derived from scheme of work Specific Objective(s): It is a statement of what is intended to be achieved by the end of the lesson. It should be stated in simple clear language and should be measurable as in the syllabus. Learning/teaching Experiences: This column contains the approaches/methods to be used in the lesson. These include discussion, observation, brainstorming among many. Learning/teaching experiences should aim at achieving the stated lesson objectives. Learning/teaching Resources These are the materials that will be used to enhance the learning/teaching process. They include: charts, videos and audio programmes, pictures and real objects. Teachers should improvise resources relevant that are and appropriate to the lesson. References: This column gives the sources of information. These include textbooks, magazines, periodicals and journals. Remarks: The teacher should state if the lesson was taught successfully.

Remedies sought should also be indicated. An outline of the stages followed in lesson pre-statement It provides for the organisation of a favourable learning atmosphere. For example, to recapitulate salient points of previous lessons relevant to the new subject matter or material. It also aims at capturing the attention of the learners. In order to maintain this attention, the teacher will need to stimulate the learners' imagination, interest and enthusiasm. A good Introduction involves: remembering relevant facts that link the previous topics to the current one, providing an overview of the topic to be covered. Lesson Development This is the actual teaching of the Life Skills Education content. The subject matter is divided into steps. Each step should contain one main idea or experience. It should indicate clearly what and how to be taught and the learners' activities. The teacher should give the teaching/ learning activities as the need arises. Conclusion This is a summary of the lesson. This can be done by either one or a combination of the following: asking questions to establish whether the lesson objectives have been achieved, allowing learners to seek clarification summarising the main points in the lesson giving follow up activity(ies) such as a reading assignment or project.

Note that a lesson plan may not have all the details of the subject content, therefore the teacher should have lesson notes. Lesson Evaluation This should be made immediately after the lesson when the teacher still has a fresh memory of what transpired in class. The teacher should evaluate: achievement of the objectives quality and depth of content appropriateness of method adequacy and appropriateness of the resources relevance and effectiveness of tool of assessment strategies for improved future instruction on the topic Sample Lesson plan format for Life Skills Education DATE TIME CLASS SUBJECT ROLL 18/7/08 9.20-10.00 am Form IA Life Skill Education 40 Definition RECORDS OF WORK It is a document where all details of the work covered/taught by the teacher is entered on a daily basis. The entries are made by the individual teacher after every lesson. A record of work ensures: accountability and transparency of work covered by the teacher the continuity of teaching of a particular class that a new teacher traces where to start teaching a class the evaluation of schemes of work after a period of time for example four years uniformity in content coverage in case of several streams. A record of work should have the following components: Time frame: It should indicate the day, date, week and lesson The week and the lesson can be specified for example week 9 Lesson 1 Work covered: it takes the form of sub-topics derived from specific objective (s) Remarks section This is a statement reflecting the success and failures of the lesson and recommendations/way forward This is the identity of the teacher who taught the lesson. It helps in accountability and transparency. SAMPLE RECORD OF WORK SUBJECT: Life Skill Education CLASS FI TERM 1A Year 2008 WEEK DATE TOPIC/SUBTOPIC CONTENT COVERED REMARKS SIGNS/INITIALS 1 18/7/08 INTRODUCTION TO THE LIFE SKILLS EDUCATION Meaning of Life Skills Education *Meaning of Life Skills Education Challenges of everyday life Life Skills as they relate to challenges of everyday life Lesson well

covered.Objectives achieved N.B.K An accurate, regularly updated, and structured teaching record is a crucial part of being a teacher. It helps reflect on the teaching-learning aspects of daily work. Download this customizable Teachers Record of Work Template to reassess your approach.

[Read more](#)