

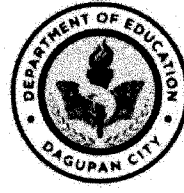
LAC Session Guide

SCHOOL: _____

Session 1 : (Title:) _____	
Date : _____	Venue: _____
Facilitator: _____	Documenter: _____
Duration of Session	2 hours
Objectives	1. Knowledge 2. Skills 3. Values/Attitudes
Resources	Handouts on Activity Sheet 1. Activity Sheet 2. Power point on
Introductory Activity (Optional)	Prayer Philippine National Anthem/Nationalistic Song Sugbo Roll Call House Rules/Session Norms Priming
SHARE	Teachers share in pairs, grade groups or subject groups their experiences and reflections pertaining to the newly-developed teaching aids/materials/activities or approaches they have tried. Efforts are congratulated/celebrated.
DISCUSS	Introduces the topic _____ by _____. Present (Video clip, ppt presentations) Allow a discussion of each presentation and direct the attention of the participation on how to _____.

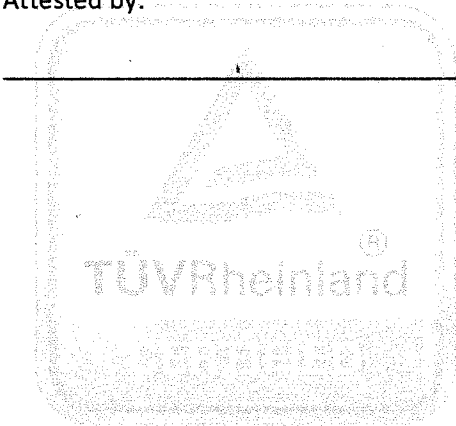


Republic of the Philippines
DEPARTMENT OF EDUCATION
Region I
SCHOOLS DIVISION OFFICE
DAGUPAN CITY

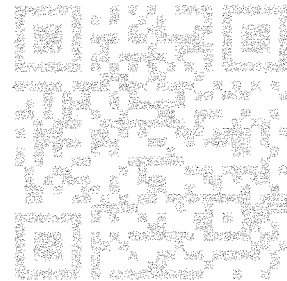


ACTIVITY	Let teachers (in pairs, in small groups or individually) prepare (materials, activities, lesson plans, plan of action) containing/demonstrating/depicting/showing _____. Design an activity employing _____.
PLAN	Teachers share what they are planning to do and help each other what they will collect in terms of evidence of outcome. Give instructions for the next LAC session (what to share, what materials to be brought) and when and where the next LAC session be held.
Clincher	

Attested by:

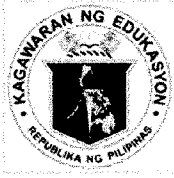


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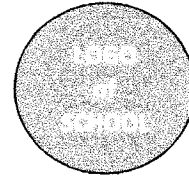


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(Name of School)
Dagupan City



LEARNING AND DEVELOPMENT PROGRAM END OF ACTIVITY AND EVALUATION REPORT

1. Name of the Proponent:					
2. Title of the Activity:					
3. Date/Duration of the Activity:					
4. Target group of participants:					
5. Total Number of participants:					
Male:		Female:		Total:	
6. Fund Source:		Financial Target:		Actual Expenditure:	

7. Objective/s of the Activity:

8. Highlights of the Activity *(day to day narrative of the training conducted):*

9. Outputs *(pictures of participants' outputs with captions or brief narrative which are arranged in consonance to the identified outputs in the training proposal):*

10. Overall Evaluation of the participants *(in table with narrative explanation and a sample of evaluation sheet should be attached, including the sessions and program evaluation.)*

11. Issues and Concerns Raised:

12. Recommendations:

13. Program Manager/s Reflection:

Prepared by:

(Signature over printed name of the Documenter/Proponent)

(Signature over printed name of the School Head)

E-Ticket No: _____

Noted:

PSDS

MITCHELENE VIGILIA-RIVO
Senior Education Program Specialist
Human Resource and Development Unit

Recommending Approval:

VENUS MARIA SM. ESTONILO, Ed.D.
CES-CID

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LOURDES D. SERVITO, Ed.D., CESE
Assistant Schools Division Superintendent

APPROVED:

LORNA G. BUGAYONG, Ph.D., CESO VI
Schools Division Superintendent

Note: End-of-Activity and Overall Evaluation Reports should be reported as one with a minimum of five pages but not more than fifteen pages narrative report. Pictures should be limited to 10 pieces. The accomplished form should be submitted 10 days after the conduct of the activity.