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| **Week No(s).** | **Date** | **From** | **To** |
| **11& 12** | **April** | **2April** | 12April |

**BI-WEEKLY SUMMARY OF TRAINING**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Day/Date** | **Assigned Tasks** | **Achieved Work** | **Problems faced the students** | **Solution** |
| Week 7 |  |  |  |  |
| Sunday | I Prepared a lesson plan and PowerPoint for presentation | Lesson plan&  PowerPoint presentation |  |  |
| Monday | I prepared my worksheet for a lesson. |  |  |  |
| Wednesday | I attended a class with the trainer teacher and students |  |  |  |
| Thursday | I did a class with students |  |  |  |
| **Day/Date** | **Assigned Tasks** | **Achieved Work** | **Problems faced the students** | **Solution** |
| Week 8 |  |  |  |  |
| Sunday | I was planned to worked on my demo class and edit the PowerPoint and mice to record the lesson |  |  |  |
| Monday | I find out when open to see the video before I submitted and find out that was my voice not clear |  | Discovered the mice was not record well. | Then I buy another one to recording again. |