Republic of the Philippines
CAVITE STATE UNIVERSITY
Bacoor City Campus
SHIV, Molino VI, City of Bacoor
(046) 476-5029
cvsubacoor@cvsu.edu.ph

Office of the Research, Development and Extension Services

TRAINING REPORT

Campus/College/Unit:	CvSU – Bacoor City Campus
Title of Training:	Gawaran Annex of Bacoor National High School, Team Mathematics of the Department of Teacher Education
Related Degree/Program:	Department of Computer Studies in collaboration with the Campus Extension Services – DTE Program
No. of days:	2 days
Date conducted:	June 8-9, 2022
Place:	Mambog
Partner Agency/ies:	Mambog
Part of a project:	____ Yes ____ No
Category of training:	____ Technical, vocational, livelihood ____ Agricultural and environmental trainings ____ Continuing education for professionals ____ Basic education ____ Gender and Development ____ Others

I. Objectives of the Training

Upon the completion of the activity, the participants will be able to:

1. understand the basic principles of layout and design;
2. familiarized on the process of creating and designing visual contents using Canva; and
3. Create and present their own visual content designs.

II. Mode and Method of Training

Face-to-face learning and via zoom and FB live

III. Number of Participants

Faculty

1. By Sex

a. Male	21
b. Female	29
TOTAL	**50**

2. By Category

a. Student	3
b. Farmer	1
c. Fisherfolk	1
d. Agricultural Technician	1
e. Government Employee	1
f. Private Employee	1
g. Others	1
TOTAL	**9**

3. For technical, vocational, and livelihood trainings only

a. No. of participants who are solo parents	2
b. No. of participants with disabilities	3
c. Type of disability	blind

IV. Evaluation

1. No. of participants surveyed	50
2. Client's rating on the training in terms of relevance	

a. 5 — 10

b. 4 — 10

c. 3 — 10

d. 2 — 10

e. 1 — 10

3. Client's rating on the training in terms of quality

a. 5 — 10

b. 4 — 10

c. 3 — 10

d. 2 — 10

e. 1 — 10

4. Client's rating on the training in terms of timeliness

a. 5 — 10

b. 4 — 10

c. 3 — 10

d. 2 — 10

e. 1 — 10

V. Budget

1. Amount charged to CvSU (campus/college/unit) — P 31,500.00

2. Amount charged to partner agency (PhP) (if there is no cash involve, include estimates/value) — 100,000

Line Item Budget

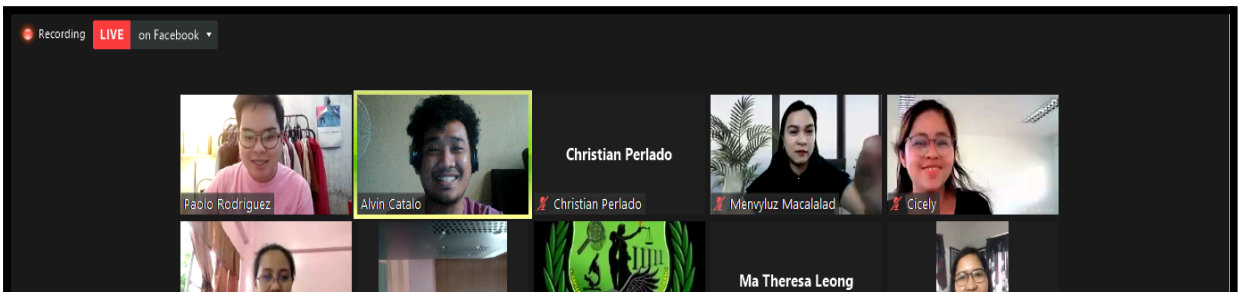
ITEM	QUANTITY	UNIT PRICE	TOTAL
FOOD			
AM Snacks	50	P 200.00	P 10,000.00
Lunch	50	P 200.00	P 10,000.00
PM Snacks	50	P 100.00	P 5,000.00
Professional Services of Lecturer for Trainings	1	P 6,500.00	P 6,500.00
TOTAL			P 31,500.00

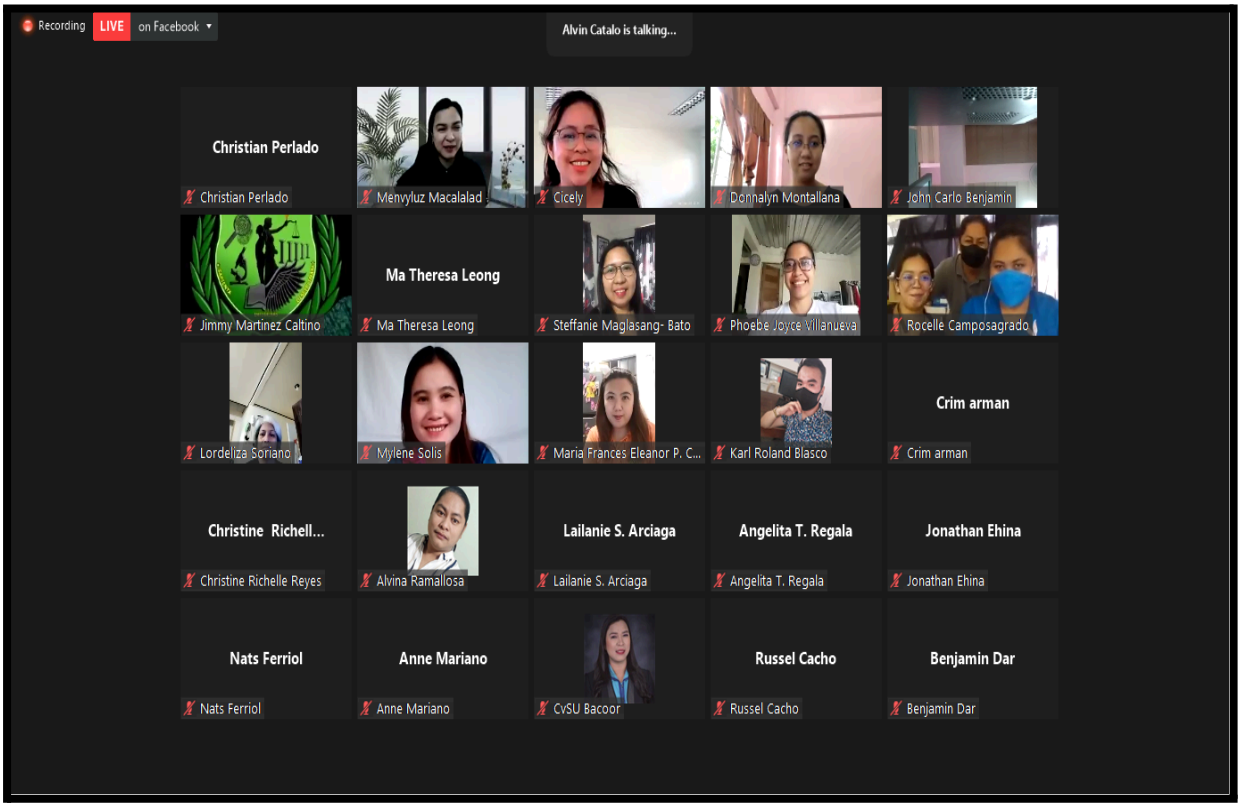
VI. Photos

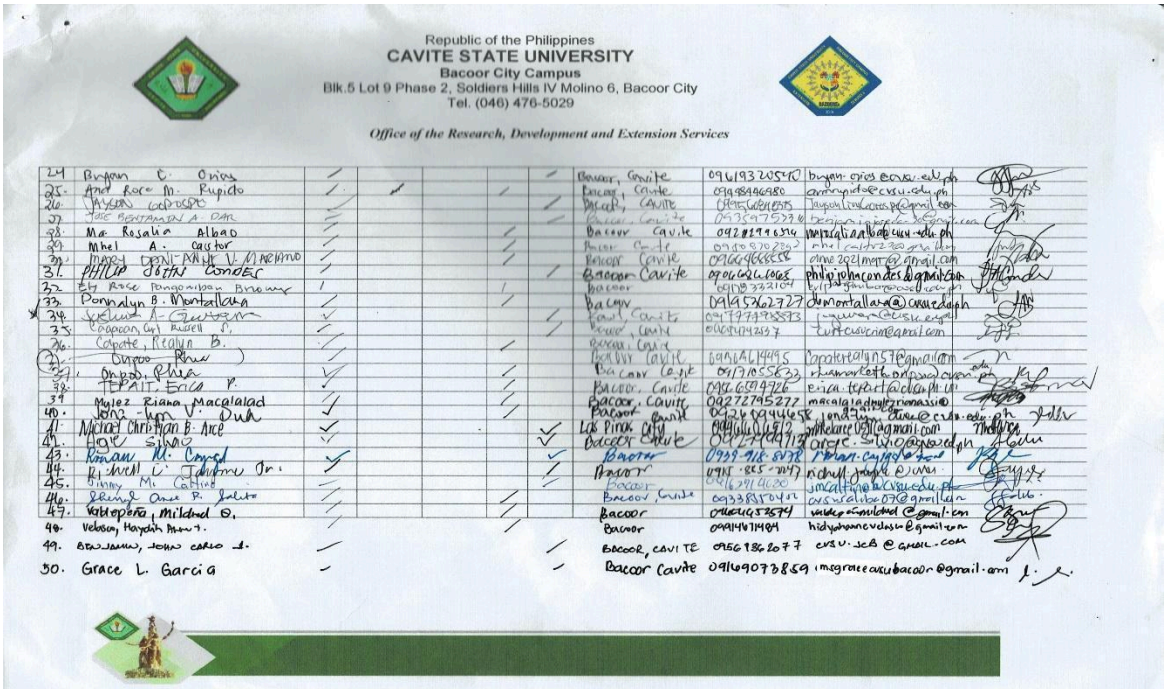
Attachments:

1. Program

2. Attendance sheet







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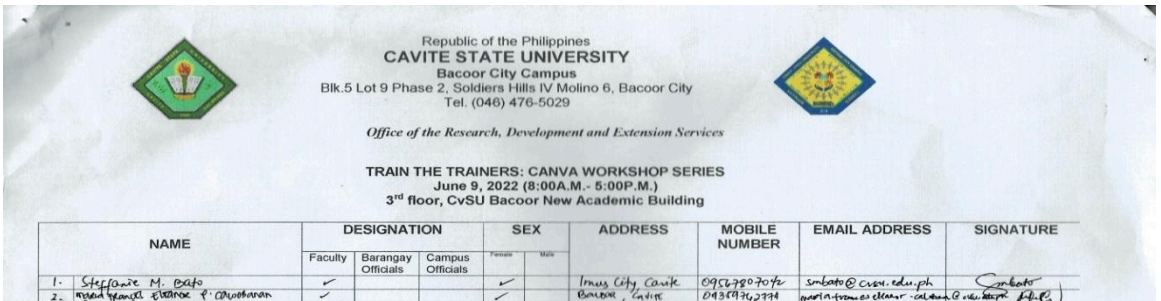

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TRAIN THE TRAINERS: CANVA WORKSHOP SERIES
June 9, 2022 (8:00A.M.- 5:00P.M.)
3rd floor, CvSU Bacoor New Academic Building

	NAME	DESIGNATION			SEX		ADDRESS	MOBILE NUMBER	EMAIL ADDRESS	SIGNATURE
		Faculty	Barangay Officials	Campus Officials	Female	Male				
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2.	Maria Frances Eleanor P. Carabaran	✓			✓		Bacoor, Cavite	09369767774	mariafrancescarabaran@cvsu.edu.ph	

Prepared by:

Training Coordinator	Date

Verified by:

Extension Coordinator	Date