



Gov. Alfonso D. Tan College
Maloro, Tanguib City

FACULTY

F.13

F – Performance Evaluation

- **Class Observation Report**



FIRST SEMESTER 2018 - 2019

ILYN ROZAGUMAN, MBA
Dean, Institute of Business and Financial Services



INSTITUTE OF BUSINESS AND FINANCIAL SERVICES

Individual Conference Form

FIRST SEMESTER 2018 - 2019

Noted:

ILYN R. DAGUMAN, MBA
Dean, Institute of Business and Financial Services



INSTITUTE OF BUSINESS AND FINANCIAL SERVICES

Individual Conference Form

FIRST SEMESTER 2018 - 2019

Name of Faculty	Date of Post Conference	Time	Remarks/Suggestions/Recommendations	Actions to be Taken	Signature of the Faculty
			Student	Dean	
SARNO, NORA JAY	11-09-18	11:05		CLASSROOM OBSERVATION	
				- must ask more thoughtful	
PLANS:				provoking questions	
				- ELABORATE THE TOPIC	
PERSONAL				& RELATE IT TO REAL	
				LIFE SITUATION	
				- LET THE STUDENTS DO	
				THE TALKING, YOU WILL	
				JUST FACILITATE	
PROFESSIONAL ADVANCEMENT				- CALL A STUDENT TO	
- To take units in Advancement				ANSWER, DO NOT LET	
				THEM ANSWER IN CHORUS. NOT	
				LET THE STUDENT GIVE ANSWER IN CHORUS.	
				EXAMPLES,	
				- during every oral	
CAREER				recitations, I will let	
				the students not just to	
				explain but also to	
				give and provide	
				examples	

Noted:

ILYN R. DAGUMAN, MBA
Dean, Institute of Business and Financial Services



INSTITUTE OF BUSINESS AND FINANCIAL SERVICES

Individual Conference Form
FIRST SEMESTER 2018 - 2019

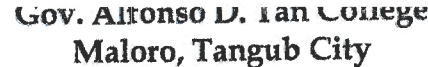
Name of Faculty	Date of Post Conference	Time	Remarks/Suggestions/Recommendations		Actions to be Taken	Signature of the Faculty
			Student	Dean		
CONCEPCION, JORDINE	11-19-18	10:18A.M		CLASSROOM OBSERVATION		
				ⓐ AFTER VIDEO VIEWING, THERE SHOULD BE A FOLLOW UP QUESTIONS TO STUDENTS	- Prepare needed materials/instruments and questionnaires	
PLANS:						
PERSONAL:						
- to finish Law				ⓑ SHOULD ASK THOUGHT PROVOKING QUESTIONS TO INVOLVE STUDENTS CRITICAL THINKING	- Part of preparation mentioned in the first item but generally asked questions are practical ones	
- family in the long run						
PROFESSIONAL ADVANCEMENT:				ⓒ BOARDWORK SHOULD BE FROM LEFT TO RIGHT	noted	
- FINISH MBA						
				ⓓ OBSERVE PROPER CLASSROOM MANAGEMENT LIKE MANAGING CHAIRS, PICKING UP PIECES OF PAPERS, ETC.	Already started with seat plan which includes attendance, seat arrangement and orderliness.	
CAREER:				ⓔ THE TOPIC IS VERY INTERESTING BUT LET THE STUDENTS DO THE TALKING, TEACHER JUST FACILITATE (DRAW THEIR IDEAS FOR THE TOPIC AT HAND)	Already started using seat plan to ensure everyone is given chance to participate. Better class management.	
- to be a permanent regular in an educational institution.				ⓕ DO NOT LET THE STUDENTS ANSWER IN CHORUS, CALL THEM ONE BY ONE	same as previous item	
				ⓖ OLD STUDENTS MUST WEAR COMPLETE SCHOOL UNIFORM	Implementation is done for old and new students. Checking of business materials included	

Noted:

ILYN R. DAGUMAN, MBA
Dean, Institute of Business and Financial Services



ILYN R. DAGUMAN, MBA
Dean, Institute of Business and Financial Services



INSTITUTE OF BUSINESS AND FINANCIAL SERVICES

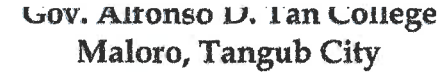
Individual Conference Form

FIRST SEMESTER 2018 - 2019

[illegible]

Noted:

ILYN R. DAGUMAN, MBA
Dean, Institute of Business and Financial Services



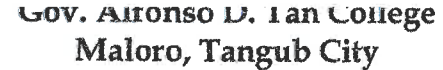
INSTITUTE OF BUSINESS AND FINANCIAL SERVICES

Individual Conference Form

FIRST SEMESTER 2018 - 2019

Noted:

ILYN R. BAGUMAN, MBA
Dean, Institute of Business and Financial Services

**INSTITUTE OF BUSINESS AND FINANCIAL SERVICES**

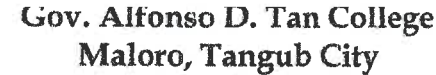
Individual Conference Form

FIRST SEMESTER 2018 - 2019

Noted:

ILYN R. LAGUMAN, MBA

Dean, Institute of Business and Financial Services



INSTITUTE OF BUSINESS AND FINANCIAL SERVICES

Individual Conference Form

FIRST SEMESTER 2018 - 2019

Noted:

ILYN R. DAGUMAN, MBA
Dean, Institute of Business and Financial Services



INSTITUTE OF BUSINESS AND FINANCIAL SERVICES

Individual Conference Form
FIRST SEMESTER 2018 - 2019

Name of Faculty	Date of Post Conference	Time	Remarks/Suggestions/Recommendations		Actions to be Taken	Signature of the Faculty
			Student	Dean		
Cuizon, Christian Louie				CLASSROOM OBSERVATION		
				- THE TOPIC IS GOOD BUT MUST ASK THOUGHT PROVOKING QUESTIONS FOR THE STUDENTS TO THINK & PARTICIPATE IN THE CLASS.	- Ask thought provoking questions, encourage students to participate	
				- NO BOARDWORK, VISUAL AID, IMS	- no boardwork and provide IMS	
				- MUST SPEAK ENGLISH WHEN DISCUSSING THE LESSON		
				- LET THE STUDENTS DO THE TALKING, TEACHER WILL JUST FACILITATE	- provide and facilitate classroom discussion and activities	
				- NO ACTIVITY GIVEN TO STUDENTS		
				- STUDENTS MUST WEAR THEIR COMPLETE SCHOOL UNIFORM.	- required the student to wear complete uniform	
				- WHICH EMPLOYEES CAN EASILY ADOPT CHANGES		
				AGING EMPLOYEES OR NEW ONE'S? DEPENDS ON THEM AFTER, TEACHER MUST GIVE HIS POINT OF VIEW		

Noted:

ILYN R. DAGUMAN, MBA
Dean, Institute of Business and Financial Services