

**THURSDAY , 22 JAN. 26**

**Monteagle (LP) | 09:00–14:00 | 4 students**

**1. ATTENDANCE: (City Logistics)**

- Present: 4/ 4
- Absent: None
- Late arrivals: None
- Attendance register: Signed

**2. CONTENT TAUGHT TODAY:**

- Commenced Module.6 – Formative Assessment
- Completed formatives – 119668, 13932, 13929
- Completing formative – 13930

**3. HOW IT WAS TAUGHT:**

- Facilitation
- Group discussion
- Module 6 – Learner Guide

**4. DISCIPLINARY MATTERS:**

- None

**5. OTHER NOTES:**

- None

**Monteagle (LP) | File Administration (Main Focus)**

**FILE 1 :** Module 1 – (Work completed, Marked and signed)  
Module 2 – (Work completed, Marked and signed)  
Module 3 – (Work completed, Marked and signed)

**File 2:** Module 4 – (Work completed, Commenced marking)  
Module 5 – (Work completed, to be marked)  
Module 6 – (Work in progress)

## Wahl (LP) | 09:00–14:00 | 6 students

### 1. ATTENDANCE: (City Logistics)

- Present: 4/ 6
- Absent: **Sim** (No updated report since Tuesdays report)  
**Thabani** (Reported absence in group due to an emergency)
- Late arrivals: None
- Attendance register: Signed

### 2. CONTENT TAUGHT TODAY:

- Commenced Module.6 – Formative Assessment
- Avela (Completed 119668, 13932, 13929 – Current 13930)
- Pepu (Completed 119668, 13932, 13929 – Current 13930)
- Minenhle (Current 119668)
- Keanen (Current 119668)
- Thabani (Current 119668)

### 3. HOW IT WAS TAUGHT:

- Facilitation
- Group discussion
- Module 6 – Learner Guide

### 4. DISCIPLINARY MATTERS:

- Pepu attended a meeting with office regarding attendance/ matter resolved.

### 5. OTHER NOTES:

- Computer lab out of order resulting in a minor halt in completion of work for Keanen and Thabani. They were advised to continue work for homework.
- Login codes found however unable to log in due to authentication code going to Declan, Keshnee awaiting code from Declan.

## Wahl (LP) | File Administration

**FILE 1:** Module 1 – (Work completed, Marked and signed)  
Module 2 – (Work completed, Marked and signed)  
Module 3 – (Work completed, Marked and signed)

**File 2:** Module 4 – (Work completed, to be marked)  
Module 5 – (Work completed, to be marked)  
Module 6 – (Work in progress)

### **Flint Group (LP) | 09:00–14:00 | 11 students**

#### **1. ATTENDANCE: (City Logistics)**

- Present: 9/ 11
- Absent: **Thokozile** (No report)
- Late arrivals: **Londeka** (No report)
- Attendance register: Signed

#### **2. CONTENT TAUGHT TODAY:**

- Recap on file.1
- File.2 compiling of course materials
- Commencement Module.5 formative assessment – 119666

#### **3. HOW IT WAS TAUGHT:**

- Facilitation
- Group discussion
- Module 5 – Learner Guide

#### **4. DISCIPLINARY MATTERS:**

- None

#### **5. OTHER NOTES:**

- Correction on the morning report, Flint group completed module.4 one week before shutdown of campus, I mistaken them for groups completing module.5

### **Flint Group (LP) | File Administration**

**FILE 1:** Module 1 – (Work completed, to be marked)  
Module 2 – ((Work completed, to be marked)  
Module 3 – (Work completed, to be marked)

**File 2:** Module 4 – (Work completed, to be marked)  
Module 5 – (Work in progress)

## **MONTZELITY (Monteagle) (LP) | Update**

- Thandazile Gwala updated Keshnee over whatsapp that she was diagnosed with TB, awaiting test results.
- Keshnee reported back to me that she has given her until next week Tuesday 27/01/2026 to produce her medical evidence, if she fails to comply, keshnee will then ask Mel N to start the replacement process.

End of Report – Val  
22/01/2026