College of Computing and Information Technology

OJT Pre-screening Grading Sheet

Student Name: Bea Lorraine D. Galon

**Assessment on Students Professionalism**

*Professionalism – Merriam-Webster’s defines professional as a “set of attitudes and behaviors believed to be appropriate to a particular occupation”*

The student was able to demonstrate:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **5**  **Excellent** | **4 VG** | **3**  **G** | **2 Fair** | **1**  **Poor** |
| **Accountability-** *takes responsibility for his actions* | ✓ |  |  |  |  |
| **Caring for other-** *volunteering/acts of service* | ✓ |  |  |  |  |
| **Desire for self-improvement-** *continued learning* | ✓ |  |  |  |  |
| *-self-instruction* |  |  |  |  |  |
| **Diversity-** *fair treatment of all people* | ✓ |  |  |  |  |
| **Honesty** | ✓ |  |  |  |  |
| **Open-mindedness-** *increase receptiveness to new ideas* | ✓ |  |  |  |  |
| **Respect-** *dresses properly* | ✓ |  |  |  |  |
| *-maintains confidentiality* |  |  |  |  |  |
| **Punctuality** | ✓ |  |  |  |  |
| **Responsibility-** *comes to class prepared* | ✓ |  |  |  |  |
| *actively participates in class activities* |  |  |  |  |  |
| **as a Team player-** *engage in constructive peer assessment* | ✓ |  |  |  |  |
| **Value to new experiences acquired-** *desire to seek and take on new challenges* | ✓ |  |  |  |  |

Rated by:

# DR. RAYMUND D. BAESA\_\_\_\_\_\_\_\_\_\_\_

Signature over printed name

Date: 07 February 2022

College of Computing and Information Technology

OJT Pre-screening Grading Sheet

Student Name: Bea Lorraine D. Galon

**Assessment on Students Professionalism**

*Professionalism – Merriam-Webster’s defines professional as a “set of attitudes and behaviors believed to be appropriate to a particular occupation”*

The student was able to demonstrate:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **5**  **Excellent** | **4**  **VG** | **3**  **G** | **2 Fair** | **1**  **Poor** |
| **Accountability-** *takes responsibility for his actions* | ✓ |  |  |  |  |
| **Caring for other-** *volunteering/acts of service* | ✓ |  |  |  |  |
| **Desire for self-improvement-** *continued learning* | ✓ |  |  |  |  |
| *-self-instruction* |  |  |  |  |  |
| **Diversity-** *fair treatment of all people* | ✓ |  |  |  |  |
| **Honesty** | ✓ |  |  |  |  |
| **Open-mindedness-** *increase receptiveness to new ideas* | ✓ |  |  |  |  |
| **Respect-** *dresses properly* | ✓ |  |  |  |  |
| *-maintains confidentiality* |  |  |  |  |  |
| **Punctuality** | ✓ |  |  |  |  |
| **Responsibility-** *comes to class prepared* | ✓ |  |  |  |  |
| *actively participates in class activities* |  |  |  |  |  |
| **as a Team player-** *engage in constructive peer assessment* | ✓ |  |  |  |  |
| **Value to new experiences acquired-** *desire to seek and take on new challenges* | ✓ |  |  |  |  |

Rated by:

DR. MARICEL M. GASPAR



Signature over printed name

College of Computing and Information Technology

OJT Pre-screening Grading Sheet

Student Name: Bea Lorraine D. Galon

**Assessment on Students Professionalism**

*Professionalism – Merriam-Webster’s defines professional as a “set of attitudes and behaviors believed to be appropriate to a particular occupation”*

The student was able to demonstrate:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **5**  **Excellent** | **4**  **VG** | **3**  **G** | **2 Fair** | **1**  **Poor** |
| **Accountability-** *takes responsibility for his actions* | **/** |  |  |  |  |
| **Caring for other-** *volunteering/acts of service* | **/** |  |  |  |  |
| **Desire for self-improvement-** *continued learning* |  | **/** |  |  |  |
| *-self-instruction* |  |  |  |  |  |
| **Diversity-** *fair treatment of all people* | **/** |  |  |  |  |
| **Honesty** | **/** |  |  |  |  |
| **Open-mindedness-** *increase receptiveness to new ideas* |  | **/** |  |  |  |
| **Respect-** *dresses properly* |  | **/** |  |  |  |
| *-maintains confidentiality* |  |  |  |  |  |
| **Punctuality** | **/** |  |  |  |  |
| **Responsibility-** *comes to class prepared* | **/** |  |  |  |  |
| *actively participates in class activities* |  |  |  |  |  |
| **as a Team player-** *engage in constructive peer assessment* |  | **/** |  |  |  |
| **Value to new experiences acquired-** *desire to seek and take on new challenges* | **/** |  |  |  |  |

Rated by:

JEANNE PAULINE GUTIERREZ Signature over printed name



**College of Computing and Information Technology Technical Skills Student Assessment**

Student Name: Bea Lorraine D. Galon

# Course/Year/Section: BSIT-4A

**To be filled-out by Course Instructor prior to on-the-job training.**

Rating Scale:

5- Excellent 4- Very Good 3- Good 2-Fair 1-Poor

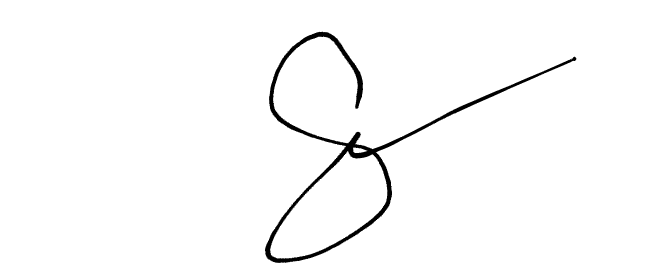
|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Disciplines/Tasks** | **Means of Verifiable Indicators** | **Evidences** |  | **Rating** | **Remarks** |
| Office Productivity | Made company documentations using word processor, spreadsheet, presentation software | Hardcopies of documentations and presentations Third party report | 4 |  |  |
| Touch typing | Speed and accuracy in typing | At least 60 wpm | 4 |  |  |
| Internet Operations | Demonstrated knowledge in internet operations | Created email account, webpage, e-groups, blogs | 4 |  |  |
| Other related tasks |  |  |  |  |  |

**A. COMPETENCY ON PC OPERATIONS**

Rated by:

Febbraio Primo G. Dator

Signature over Printed Name



Date: 02-02-2022



**College of Computing and Information Technology**

**Technical Skills Student Assessment**

Student Name: Bea Lorraine D. Galon

Course/Year/Section: BSIT-4A

**To be filled-out by Course Instructor prior to on-the-job training.**

Rating Scale:

5- Excellent 4- Very Good 3- Good 2-Fair 1-Poor

**B. COMPETENCY ON HARDWARE SERVICING**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Disciplines/Tasks** | **Means of Verifiable Indicators** | **Evidences** | **Rating** | **Remarks** |
| Network Design, Cabling and Configuration | Designed network layout and IP addressing scheme  Created network cables, built a simple LAN and configured connected computers | Hardcopy of the network design layout  Multiple computers communicating through LAN | 5 |  |
| Troubleshooting | Fixed PC hardware problems  Observed occupational health and safety procedures | No. of PC ‘s fixed  Observance of safety procedures | 4 |  |
| Software Installation | Installed and upgraded software (OS, NOS, applications) | Third party report of software installed and upgraded | 5 |  |
| Hardware Installation | Installed hardware peripherals and other I/O Devices | Third party report of hardware installed | 5 |  |
| Other related tasks |  |  |  |  |

****

Rated by:

Rommuelle Jester L. Manongsong

Signature over Printed Name

Date: 02-02-2022

**College of Computing and Information Technology**

**Technical Skills Student Assessment**

Student Name: Bea Lorraine D. Galon

# Course/Year/Section: BSIT-4A

**To be filled-out by Course Instructor prior to on-the-job training.**



Rating Scale:

5- Excellent 4- Very Good 3- Good 2-Fair 1-Poor

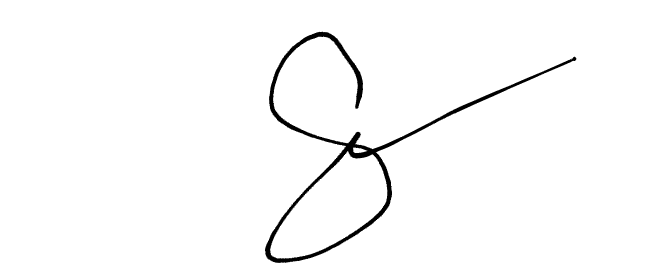
**C. COMPETENCY ON PROGRAMMING**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Disciplines/Tasks** | **Means of**  **Verifiable**  **Indicators** | **Evidences** | **Rating** | **Remarks** |
| Web Programming | Developed static and/or dynamic websites | Functional URLs | 3 |  |
| Structured  Programming | Implemented business applications | Functional procedural programs (e.g. C) | 2 |  |
| Object-oriented  Programming | Implemented business applications | Functional objectoriented programs (e.g. C++, Java) | 3 |  |
| Database  Programming | Planned, designed and implemented database applications | Normalized and functional database programs (e.g. VB, C#, SQL) | 3 |  |
| Other related tasks |  |  |  |  |

# 

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature over Printed Name



Febbraio G. Dator

Date: 02-02-2022



**College of Computing and Information Technology Technical Skills Student Assessment**

Student Name: Bea Lorraine D. Galon

Course/Year/Section: BSIT-4A

**To be filled-out by Course Instructor prior to on-the-job training.**

Rating Scale:

5- Excellent 4- Very Good 3- Good 2-Fair 1-Poor

**D. COMPETENCY ON MULTIMEDIA**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Disciplines/Tasks** | **Means of Verifiable Indicators** | **Evidences** | **Rating** | **Remarks** |
| Animation Graphics | Create animation graphics application using animation software programs | Animated graphics  application developed | 5 |  |
| Visual Graphics | Create visual graphics application using graphics software programs | Visual graphics application developed | 5 |  |
| Presentation Graphics | Create graphical presentation using multimedia software programs | Multimedia graphics presentations developed | 5 |  |
| Other related tasks |  |  |  |  |

***Ms. Galon shows initiative in developing new ways of thinking to improve projects. She also effectively communicates with colleagues and team members.***

Rated by:

# DR. RAYMUND D. BAESA\_\_\_\_\_\_\_\_\_\_\_

Signature over printed name Date: 07 February 2022

College of Computing and Information Technology

OJT Pre-screening Grading Sheet (Summary)

Student Name: Bea Lorraine D. Galon

**Interview Result (15%)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Rating: \_\_\_\_\_\_\_\_\_\_ | 5 | 4 | 3 | 2 | 1 |

**Assessment on Students Professionalism (35%)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | 5 | 4 | 3 | 2 | 1 |
| Professor 1 | 5 |  |  |  |  |
| Professor 2 | 5 |  |  |  |  |
| Professor 3 |  |  |  |  |  |
| **Average** |  |  |  |  |  |

**Assessment on Students Technical Competencies (50%)**

|  |  |  |  |
| --- | --- | --- | --- |
| Competency | Student | Professor | Weighted Mean |
| Competency on PC Operations |  |  |  |
| Competency on Hardware Services |  |  |  |
| Competency on Programming |  |  |  |
| Competency on Multimedia |  |  |  |

|  |  |
| --- | --- |
| **OVERALL RATING** |  |

Remarks:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Minimum rating required to pass: 3:0*