	TRAINING/ACTIVITY REPORT	Document No.	WVSU-EDC-SOI-01-F04
		Issue No.	1
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	WEST VISAYAS STATE UNIVERSITY	Date of Effectivity	April 27, 2018
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I. Title of Training/Activity:

Type of Training/Activity: (Please check)

- ☐ Agricultural Extension
 ☐ Tech/Voc
 ☒ Others: (Specify): Driving Education for unemployed and out-of-school youth

II. Objectives of the Training/Activity

The role of transportation facilities in our life is crucial. It makes our life easy by providing means of mobility. Hence, Driving Education and Trouble shooting is one of the prime means for mobility and transportation this COVID-19 pandemic.

Specific Objectives for the Participants

At the end of the 45-hour training the participants must have:

1. learned to be responsible and skillful driver,
2. understand the vital principle of safe driving,
3. performed properly the forward, backward and parking,
4. performed continuous driving independently,
5. appreciated the importance of appropriate driving execution

III. COURSE/TRAINING CONTENT

Day 1

Topic 1 : Orientation on preliminaries in driving education

Duration : 3 hours

Objectives : **At the end of the session, the trainees must have:**

understand the basic principles of driving, appreciated the importance of driving in our daily life, understand the basic mechanism in driving.

Activities:

Conduct lecture:

The basic principle of driving, importance, jobs opportunities and occupations as a driver.
Different hazards and safety procedure.

Day 2 & 3

Topic 2 : Driving operation, starting, driving forward and backing

Duration : 6 hours

Objectives : **At the end of the session, the trainees must have:**

performed practicum in driving operation, executed starting, driving forward at low gear, slowing down and stop.

Activities:

Conduct lecture: lecture-demonstration and Hands-on in:

Driving Operations, Slowing down and stop, Driving backward.


Day 4 & 5

Topic 3 : Driving Operation and Practicum

Duration : 6 hours

Objectives : **At the end of the session, the trainees must have:**

performed practicum in driving operation, executed driving forward at high gear, low gear and stop driving on dips and humps.

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Activities:

Conduct lecture: lecture-demonstration and Hands-on in:
Driving operation, driving forward at high gear, driving on dips, humps and stop

Day 6 & 7

Topic 4 : Enhance Theoretical Skills in Driving Education and Practicum

Duration : 6 hours

Objectives : **At the end of the session, the trainees must have:**

performed practice driving practicum, executed proper diagonal parking, turning, backing & stop

Activities:

Conduct lecture: lecture-demonstration and Hands-on in:
Proper technique in parallel parking in crowded area, practice diagonal parking, turning, backing and stop.

Day 8 & 9

Topic 5 : Driving Education and Practicum on Difficult Roadways

Duration : 6 hours

Objectives : **At the end of the session, the trainees must have:**

performed practice driving downhill, uphill, stop and crossing

Activities:

Conduct lecture: lecture-demonstration and Hands-on in:
Practice driving in difficult roadways, downhill, uphill, stop and crossing.

Day 10 & 11

Topic 6 : Driving Education and Practicum on Crowded Roadways

Duration : 6 hours

Objectives : **At the end of the session, the trainees must have:**

performed practice driving on crowded roadways, crossing, passing/overtaking

Activities:

Conduct lecture: lecture-demonstration and Hands-on in:
Practice driving on crowded roadways, crossing, passing/overtaking.

Day 12 & 13

Topic 7 : Enhance Skills in Driving Education and Practicum in Different Road Situations.

Duration : 6 hours

Objectives : **At the end of the session, the trainees must have:**

performed practice driving downhill, uphill, sudden stop, crossing and overtaking

Activities:

Conduct lecture: lecture-demonstration and Hands-on in:
Practice driving downhill, uphill, sudden stop, crossing and overtaking.

Day 14 & 15

Topic 8 : Enhance Theoretical Skills on Basic Driving Education and Troubleshooting


Duration : 6 hours

Objectives : **At the end of the session, the trainees must have:**

performed independent learning on driving, minor troubles and basic trouble shooting

Activities:

Conduct an online lecture and viewing of video presentations in:
Actual independent driving practice in different road situations, minor troubles and basic trouble shooting

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IV. Methodology/Operating Details

The activity was the combination of on-site and self-pace modality. Lecture-Demonstration, Return Demonstration, Hands-on Activities, Experiential Learning and Self-Assessment were applied.

Controlled and regulated face-to-face activity with appropriate physical distancing and with proper sanitizing procedures were practiced during the training sessions. All participants observed proper health protocol, and used their own appropriate personal protective equipment during the training.

Lecture-Demonstration, Return Demonstration Hands-on Activities, Experiential Learning and Self-Assessment were applied. The training was conducted three (3) hours per day from 3:00PM-6:00PM per session. Flexible scheduled time was considered depending on the availability of the trainees and weather conditions.

- A. Nature of Participants (e.g. teachers, students, young professionals, etc.): 6 participants from Brgy. Cau-ayan, neighboring barangays and other interested individuals.
- B. No. of Participants: 6
- C. Date: Sept. 27 - Oct. 15, 2021 (3:00PM-6:00PM)
- D. Venue: WVSU-PC premises/playground (WVSU-PC, Cau-ayan, Pototan)
- E. Sponsoring Agencies:
WVSU- Pototan Campus RET Office , WVSU-UEDC
Local Government Brgy. Cau-ayan & other participants – Php 6,000.00 for fuel and other consumable materials

Faculty/ Staff Involved

<i>Name</i>	<i>Nature of Involvement</i>	<i>No. of Hours</i>
1. Dr. Lauro E. Estecomen	Coordinator/Facilitator, Days 1-15	45
2. Dr. Belenda P. Nufable	Coordinator/Facilitator, Days 1,2, 10-15	24
3. Dr. Pablo L. Lauro	Trainer, Days 1-15	45
4. Prof. Herminio A. Paches	Trainer, Days 2-9	24
5. Mr. Ramy A. Parrenas	Trainer, Facilitator, Days 1, 10-15	23
6. Dr. Charlie D. Dormido	Facilitator/Extension Coordinator Days 1,12-15,	15
7. Ms. Ailyn S. Canete	Facilitator, Days 1-15	45
8. Dr. Juliet M. Seniego	Facilitator, Days 1-15	45
9. Mr. Edwin S. Pueyo	Trainer, Facilitator, Days 2-11	30

V. Evaluation/Result/s of the Training/Activity:

Quality of Training:

5 or 83.3% of the participants rated the training as "Best".
1 or 16.7% of the participants rated the training as "Better".

Relevance of Training:


6 or 100.0% of the participants rated the training as "Best".

Timeliness of the Training:

6 or 100% of the participants rated the training as "Best".

Professionalism and Courtesy of the Staff:

6 or 100% of the participants rated the training as "Best".

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VI. Actual Expenditures

A. Meals

Snacks of participants and Trainers seven days	Php5,040.00
Supplies and materials	3,000.00
Maintenance and other operating expenses (counterpart)	9,000.00
Contingency and other related expenses	1,000.00
Total	Php 18,040.00

Prepared by:

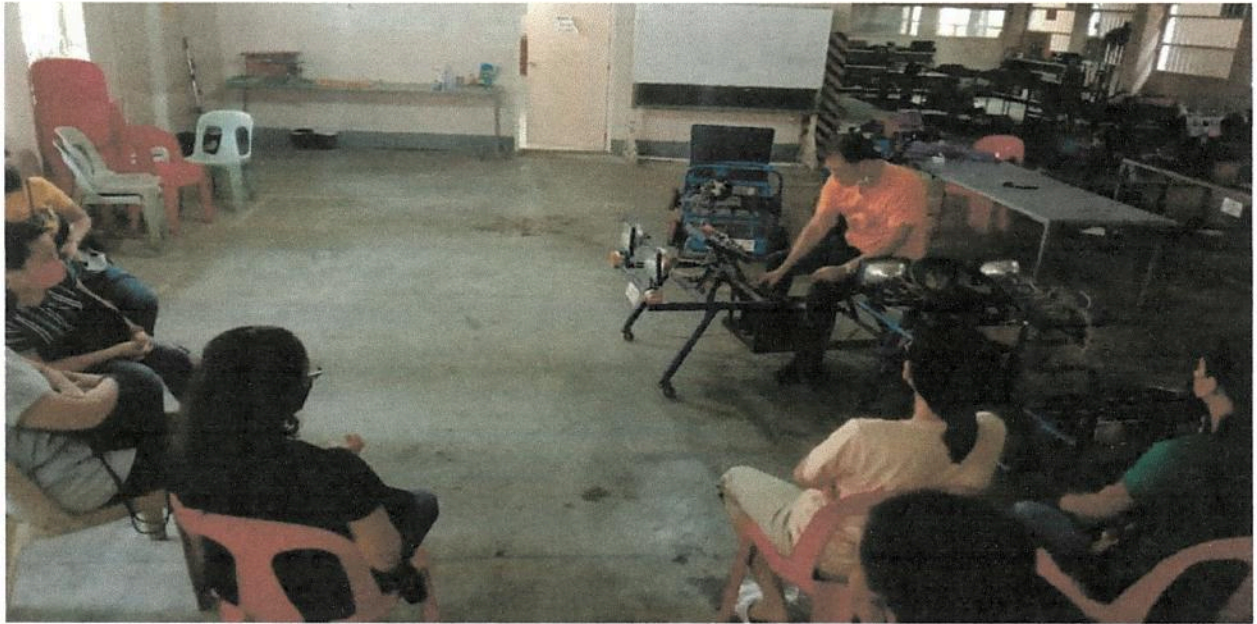

LAURO E. ESTECOMEN, ED.D.
 Head, Research, Extension and Training

WVSU-PC SOIT Extension Activities

Basic Driving Education

September 27, 2021- October 15, 2021

3:00PM-6:00PM









West Visayas State University

(Formerly Iloilo Normal School)

POTOTAN CAMPUS

Research Extension & Training Office

Brgy. Cau-Ayan, Pototan, Iloilo, Philippines 5008

* Telefax No.: (033)-529-8716

* Website: www.wvsu.edu.ph * Email Address: pototan@wvsu.edu.ph



SCP000194Q

ATTENDANCE SHEET

WVSU-PC SOIT (BASIC DRIVING EDUCATION)

Time: 3:00PM-6:00PM

Date: SEPT. 21, 2021

Topic 1: Preliminaries in driving education

No.	Name	Contact No.	Signature	Remarks
1	Christine Diane R. Advinaula	09305521781		Trainee
2	Katrina Penaranda	09300856268		"
3	Jennifer P. Araña	09956579141		"
4	Rosie Jane P. Gosan	0998885996		"
5	Vannessa Bianca Principe B.	09167322853		Vann Trainee
6	Charlie D. Dormido	09998809466		Facilitator
7	Mary D. Parreñas			Trainor
8	Paul D. S. Quyo	01944371		Facilitator
9	Herminda A. Packer	09970785		Facilitator
10	Pablo L. Lauro	09186486885		Trainer
11	NICHOLE P. GARCIA	09278196294		Facilitator
12	Lauro E. Estecomen			Facilitator
13				
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Certified Correct:

CHARLIE D. DORMIDO, DIT
Extension Coordinator, SOIT

Attested:

PABLO L. LAURO, DIT
Director, SOIT

BELEND P. NUFABLE, Ed.D.
Campus Extension Coordinator

Noted:

LAURO E. ESTECOMEN, Ed.D.
Head, Research, Extension and Training



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ATTENDANCE SHEET
WVSU-PC SOIT (BASIC DRIVING EDUCATION)
Time: 3:00PM-6:00PM

DATE: SEPT. 28, 2021

TOPIC 1: Preliminaries in driving education

No.	Name	Contact No.	Signature	Remarks
1	Advincula, Christine Diane R.	09305521781	<i>[Signature]</i>	Trainee
2	Arañas, Jennifer P.	09956579141	<i>[Signature]</i>	Trainee
3	Penaranda, Katrina	097700846268	<i>[Signature]</i>	Trainee
4	Siosan, Rosie Jane P.		<i>[Signature]</i>	Trainee
5	Principe, Vannessa Bianca B	09167322853	<i>[Signature]</i>	Trainee
6	Bryan Cabrera		<i>[Signature]</i>	Trainee
7	Sonci, Resharing	09461229947	<i>[Signature]</i>	Student Assistant
8	Ryan Pindon	0930849735	<i>[Signature]</i>	"
9	Charlie D. Dormido	09998809364	<i>[Signature]</i>	Facilitator
10	Amy A. Paragade		<i>[Signature]</i>	Trainee
11	Wido S. Puyoy	0994213741	<i>[Signature]</i>	Trainee
12	Hernando A. Pacheco	0917707885	<i>[Signature]</i>	Facilitator
13	Pablo L. Mauro	09186486885	<i>[Signature]</i>	Trainee
14	NICHAOL P. GAPONG	09278196244	<i>[Signature]</i>	Facilitator
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Certified Correct:

[Signature]
CHARLIE D. DORMIDO, DIT
Extension Coordinator, SOIT

Attested:

[Signature]
PABLO L. LAURO, DIT
Director, SOIT

[Signature]
BELENDIA P. NUFABLE, Ed.D.
Campus Extension Coordinator

Noted:

[Signature]
LAURO E. ESTECOMEN, Ed.D.
Head, Research, Extension and Training



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ATTENDANCE SHEET
WVSU-PC SOIT (BASIC DRIVING EDUCATION)
Time: 3:00PM-6:00PM

DATE: Sept. 29, 2021

TOPIC 2: Driving Education, Starting, Driving Forward and Backing

No.	Name	Contact No.	Signature	Remarks
1	Advincula, Christine Diane R.	09305521721		Trainee
2	Araña, Jennifer P.	09956579141		"
3	Penaranda, Katrina	09300856268		"
4	Siosan, Rosie Jane P.	0998851996		"
5	Principe, Varfessa Bianca B.	09161322853		"
6	NOMBAY FRED JR	09382154067		Student Assistant
7	Bryan Cabrera			"
8	Sonel Balonino	09461229947		"
9	CARL JOHN PEDRERA			"
10	PABLO L. LAURO	09186486885		Trainer
11	Ryan D. Pardon			Student Assistant
12	Charlie D. Dormido	09998809466		Trainer
13	Nancy A. Pante			Trainer
14	Edwip S. Queys	0919423741		Trainer
15	Hernando A. Pacheco	0991702857		Facilitator
16	NICHOLE P. GADONG	09278196244		Facilitator
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Certified Correct:

CHARLIE D. DORMIDO, DIT
Extension Coordinator, SOIT

Attested:

PABLO L. LAURO, DIT
Director, SOIT

BELEND P. NUFABLE, Ed.D.
Campus Extension Coordinator

Noted:

LAURO E. ESTECOMEN, Ed.D.
Head, Research, Extension and Training



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ATTENDANCE SHEET WVSU-PC SOIT (BASIC DRIVING EDUCATION) Time: 3:00PM-6:00PM

DATE: SEPT. 30, 2021

TOPIC 2: Driving Education, Starting, Driving Forward and Backing

No.	Name	Contact No.	Signature	Remarks
1	Advincula, Christine Diane R.	09305521721	<i>[Signature]</i>	Trainee
2	Araña, Jennifer P.	09956579141	<i>[Signature]</i>	"
3	Penaranda, Katrina	09300856268	<i>[Signature]</i>	"
4	Siosan, Rosie Jane P.	09988519916	<i>[Signature]</i>	"
5	Principe, Vanessa Bianca B.	09161322853	<i>[Signature]</i>	"
6	MOMBAY, FRED JR	09382154067	<i>[Signature]</i>	Student facilitator
7	Bryan Cabreja		<i>[Signature]</i>	"
8	Jonel Baloking	09461229947	<i>[Signature]</i>	"
9	CARL JOHN PEDRILA		<i>[Signature]</i>	"
10	PABLO L. LAURO	09186486885	<i>[Signature]</i>	Trainer
11	Ryan D. Pardon		<i>[Signature]</i>	Student Assistant
12	CHARLIE D. DORMIDO	0998809466	<i>[Signature]</i>	Facilitator
13	NAMMY A. PARRERA		<i>[Signature]</i>	Trainer
14	EDWARD S. QUEYO	09194213741	<i>[Signature]</i>	Trainer
15	BERNARDO A. PACHAS	0917102827	<i>[Signature]</i>	Facilitator
16	NICHOLE P. GADONG	09278196244	<i>[Signature]</i>	Facilitator
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Certified Correct:

CHARLIE D. DORMIDO, DIT
Extension Coordinator, SOIT

Attested:

[Signature]
PABLO L. LAURO, DIT
Director, SOIT

[Signature]
BELENDIA P. NUFABLE, Ed.D.
Campus Extension Coordinator

Noted:

[Signature]
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SCP000194Q

ATTENDANCE SHEET WVSU-PC SOIT (BASIC DRIVING EDUCATION) Time: 3:00PM-6:00PM

DATE: OCT. 1, 2021

TOPIC 3: Driving Operation and Practicum

No.	Name	Contact No.	Signature	Remarks
1	Advincula, Christine Diane R.	09305521761		Trainee
2	Araña, Jennifer P.	09956579141		Trainee
3	Penaranda, Katrina	0930785266		Trainee
4	Siosan, Rosie Jane P.	09988851996		Trainee
5	Principe, Vannessa Bianca B.	09167322853		Trainee
6	Bryan Cabrera			student Assistant
7	MOMDAY, FRED JR			"
8	CARL JOHN PEDROLA	09317761263		"
9	Cyriel Suma	09129739025		"
10	Jonel Padohinog	09461229947		"
11	LEO PASOPORTEIR	09102213465		"
12	PABLO L. LAURO	09186486885		Trainer
13	Ryan D. Pardon	09301899735		Student Trainee
14	CHARIE D. DORMIDO	09998809366		Facilitator
15	PAULY A. PANTARAS			Trainer
16	EDWIN S. ZULOAGA	0919423741		Trainer
17	HERNANDO PACHECO	0917102855		Facilitator
18	NILHORE P. GADONG	09278196244		Facilitator
19				
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Certified Correct:

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Extension Coordinator, SOIT

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Director, SOIT

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ATTENDANCE SHEET
WVSU-PC SOIT (BASIC DRIVING EDUCATION)
Time: 3:00PM-6:00PM

DATE: Oct. 2, 2021

TOPIC 4: Enhance Theoretical Skills in Driving Education and Practicum

No.	Name	Contact No.	Signature	Remarks
1	Advincula, Christine Diane R.	09305621781		Trainee
2	Araña, Jennifer P.	09956579191		Trainee
3	Penaranda, Katrina E.	09700856208		Trainee
4	Siosan, Rosie Jane P.	09988851996		Trainee
5	Principe, Vannessa Bianca B.	09167322853		Trainee
6	Charlie D. Dormido	09998809166		Facilitator
7	Nancy A. Paredes			Trainer
8	Edwin S. Quexo	09194213741		Facilitator
9	Hernando A. Paredes	09187101188		Facilitator
10	Pablo L. Lauro	09186486885		Trainer
11	Nichole P. Gadsong	09278196244		Facilitator
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Certified Correct:

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Extension Coordinator, SOIT

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Director, SOIT

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ATTENDANCE SHEET WVSU-PC SOIT (BASIC DRIVING EDUCATION) Time: 3:00PM-6:00PM

DATE: Oct. 4, 2021

TOPIC 4: Enhance Theoretical Skills in Driving Education and Practicum

No.	Name	Contact No.	Signature	Remarks
1	Advincula, Christine Diane R.	09305521781	<i>[Signature]</i>	Trainee
2	Araña, Jennifer P.	09956579141	<i>[Signature]</i>	Trainee
3	Penaranda, Katrina	0930886268	<i>[Signature]</i>	Trainee
4	Siosan, Rosie Jane P.	0998881946	<i>[Signature]</i>	Trainee
5	Principe, Vannessa Bianca B.	09157322853	<i>[Signature]</i>	Trainee
6	Charlie D. Dormido	09998809364	<i>[Signature]</i>	Facilitator
7	Pamela A. Paredes		<i>[Signature]</i>	Trainer
8	Edwin S. Dureo	09194213741	<i>[Signature]</i>	Facilitator
9	Herminio A. Paredes	0999702088	<i>[Signature]</i>	Facilitator
10	Pablo L. Lauro	9186486885	<i>[Signature]</i>	Trainer
11	Nicholas P. Gaidong	09273196244	<i>[Signature]</i>	Facilitator
12	Lauro E. Estecomen		<i>[Signature]</i>	Facilitator
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Certified Correct:

CHARLIE D. DORMIDO, DIT
Extension Coordinator, SOIT

Attested:

PABLO L. LAURO, DIT
Director, SOIT

BELENDIA P. NUFABLE, Ed.D.
Campus Extension Coordinator

Noted:

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Head, Research, Extension and Training



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ATTENDANCE SHEET
WVSU-PC SOIT (BASIC DRIVING EDUCATION)
Time: 3:00PM-6:00PM

DATE: Oct. 5, 2021

TOPIC 5: Driving Education and Practicum on Difficult Roadways

No.	Name	Contact No.	Signature	Remarks
1	Advincula, Christine Diane R.	09305521781	<i>[Signature]</i>	Trainee
2	Araña, Jennifer P.	09956579141	<i>[Signature]</i>	Trainee
3	Penaranda, Katrina	09300256262	<i>[Signature]</i>	Trainee
4	Siosan, Rosie Jane P.	09988851996	<i>[Signature]</i>	Trainee
5	Principe, Vannessa Bianca B.	09167322853	<i>[Signature]</i>	Trainee
6	CHARLIE D. DORMIDO	09998899666	<i>[Signature]</i>	Facilitator
7	PABLO L. LAURO		<i>[Signature]</i>	Trainer
8	BELENDA P. NUFABLE	09194213941	<i>[Signature]</i>	Trainer
9	HERMINIO A. ESTECOMEN	8447702888	<i>[Signature]</i>	Trainer
10	PABLO L. LAURO	09186486885	<i>[Signature]</i>	Trainer
11	LEA MAY C. NUFABLE	09455274330	<i>[Signature]</i>	Trainee
12	NICHOL P. GADONG	09278196214	<i>[Signature]</i>	Facilitator
13	LAURO E. ESTECOMEN	09701536011	<i>[Signature]</i>	Facilitator
14				
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Certified Correct:

[Signature]

CHARLIE D. DORMIDO, DIT
Extension Coordinator, SOIT

Attested:

[Signature]
PABLO L. LAURO, DIT
Director, SOIT

[Signature]
BELENDA P. NUFABLE, Ed.D.
Campus Extension Coordinator

Noted:

[Signature]
LAURO E. ESTECOMEN, Ed.D.
Head, Research, Extension and Training