

WHAT TO SUBMIT?

1. KwenTuruan Action Plan
2. Pre- and Post-Test tabulation form (Excel) * Division * School Name * Name of Teacher - subject * Name of students - Gender- Test Scores
3. Rubrics for assessing KT portfolio (Excel)
4. Attendance Sheet - Parent's Orientation
5. MHM Action Plan or updates SIPs (with MHM integrated)
6. Link to the Division Calendar (for microteaching and coaching and mentoring)



WHERE TO SUBMIT?

- Look for your **Division Folder** (or we give them a unique link)
- Look for your school folder
- Upload the following in your school folder
 1. KwenTuruan Action Plan
 2. Tabulated Pre- and Post-Test scores
 3. Tabulated assessment of KT portfolio (Excel)
 4. Attendance Sheet - Parent's Orientation
 5. MHM Action Plan or updates SIPs (with MHM integrated)
 6. Photos:
 - at least 5 photos showing Parents Orientations
 - at least 5 photos showing submitted KT portfolio outputs (BEST)
 - at least 5 photos showing monitoring visits or distribution of KT modules
 - at least 2 photos of teachers attending coaching and mentoring
 - 2 photos of teachers during micro-teaching sessions