

Daily Time Record

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Intern: Jimmylien Dionido | Program: BSEd Major in English

Document: Daily Time Record

Institution: Mabini Colleges, Inc

Cooperating School: D. Q. Liwag National High School

Internship Coverage: January 15, 2026 to May 30, 2026

Purpose: Record daily attendance, time-in/time-out, and teaching-related tasks across deployment weeks.

Coverage Summary:

- Week 1 (Jan 15-19): Orientation, classroom observations, lesson planning conference.
- Week 2 (Jan 22-26): Guided teaching, seatwork facilitation, diagnostic assessment support.
- Week 3 (Jan 29-Feb 2): Assisted checking, remediation sessions, reading intervention.
- Week 4 (Feb 5-9): Demo lesson preparation, classroom management implementation.
- Week 5 (Feb 12-16): COT 1 delivery, post-conference reflection, action planning.
- Week 6 (Feb 19-23): COT 2 preparation and instructional materials production.
- Week 7 (Feb 26-Mar 1): COT 2 execution and remediation grouping.
- Week 8 (Mar 4-8): DLP consolidation, formative assessment documentation.
- Week 9 (Mar 11-15): COT 3 delivery and final evaluation preparation.

Selected Daily Log Entries:

Jan 15 | In 7:25 AM | Out 4:10 PM | Orientation and school policies briefing
Jan 16 | In 7:20 AM | Out 4:00 PM | Class observations in Grade 8 English
Jan 17 | In 7:28 AM | Out 4:05 PM | Prepared seatwork and visual aids
Jan 22 | In 7:15 AM | Out 4:12 PM | Conducted guided reading activity
Jan 29 | In 7:18 AM | Out 4:08 PM | Administered exit ticket and reviewed results
Feb 05 | In 7:16 AM | Out 4:15 PM | Managed group activity transitions
Feb 12 | In 7:10 AM | Out 4:20 PM | Delivered COT 1 lesson
Feb 19 | In 7:14 AM | Out 4:09 PM | Prepared COT 2 materials
Feb 26 | In 7:12 AM | Out 4:18 PM | Conducted COT 2 lesson
Mar 11 | In 7:09 AM | Out 4:25 PM | Conducted COT 3 and post-conference

Total Hours Rendered: 216 hours

Validation: Reviewed and signed by cooperating teacher and internship coordinator.