THE EAST AFRICAN UNIVERSITY

A well spring of knowledge & character

SCHOOL OF EDUCATION

EDU 213: TEACHING PRACTICUM

STUDENT LOG BOOK

STUDENT PARTICULARS

Name of Student …….....
(Surname) (Other Names)

Reg. Number ……. Degree……..

Year of Study …… Academic year……..

Name of institution attached/placed…….....

Name of Cooperating Teacher/s …….....

Start date ……...
(Month) (Day) (Year)

End date …….
(Month) (Day) (Year)

THE LOG BOOK

INTRODUCTION

This logbook is intended to assist the teacher trainee to keep a detailed description of the activities they are engaged in their respective work environment (Schools), and new abilities gained during the practicum. It is also meant to enable the student teachers to keep track of their progress.

DAILY REPORT

All daily tasks undertaken during the practicum time must be thoroughly documented, including sketches and diagrams where necessary.

WEEKLY REPORT

This is a summary of the work done in a week and should cover report on the work covered. teacher trainees are required to present the log book weekly to the cooperating teacher for rubber stamping and any recommendation observed.

UNIVERSITY FACULTY'S ASSESSMENT

The University Faculty will check teacher trainee log book after the completion of practicum and this will take pace in the university education department. The students on practicum to ensure that proper training is being received, and record their comments on space provided at the end of the log book. During the practicum period the University Faculty can cancel the attachment and advise student to look for attachment elsewhere if he/she feels that proper training is not being offered.

REPORT WRITING

The teacher trainee must submit a summary report of the work done during the practicum duration e.g., full coverage of the course, problems encountered, suggested improvements to make the programme worthwhile. The report should contain a summary of the activities the student teacher was involved in, challenges met and new skills learnt. (Report Writing Length of project write up 5 to 10 pages, font 12, double spaced and written in English)

REPORT SUBMISSION

The logbook that is dully filled must be submitted to the school of Education at the end of the attachment.

WEEK 1 PROGRESS CHART (WEEK ENDING :……)

DAY	DESCRIPTION OF ACTIVITY	NEW SKILLS LEARNT
MON		
TUE		
WED		
THUR		
FRI		

STUDENT'S WEEKLY REPORT

Student's Signature …….. **Date** …….

Comments by Cooperating Teachers

1…….....

.....

Name…… **Sign**…… **Date**……

2……

……..……....

Name……**Sign** …… **Date**……..

WEEK 2 PROGRESS CHART (WEEK ENDING :……..)

DAY	**DESCRIPTION OF ACTIVITY**	**NEW SKILLS LEARNT**
MON		
TUE		
WED		
THUR		
FRI		

STUDENT'S WEEKLY REPORT

Student's Signature …….. **Date** …….

Comments by Cooperating Teachers

1…….....

……

Name…… ……..**Sign**…… **Date**…….

2……

……..……....

Name…….**Sign** ……. **Date**……..

WEEK 3 PROGRESS CHART (WEEK ENDING :……..)

DAY	**DESCRIPTION OF ACTIVITY**	**NEW SKILLS LEARNT**
MON		
TUE		
WED		
THUR		
FRI		

STUDENT'S WEEKLY REPORT

Student's Signature …….. **Date** …….

Comments by Cooperating Teachers

1…….....

……

Name…… **Sign**…… **Date**……

2……

……..……....

Name……. **Sign** …… **Date**…….

WEEK 4 PROGRESS CHART (WEEK ENDING :…….)

DAY	DESCRIPTION OF ACTIVITY	NEW SKILLS LEARNT
MON		
TUE		
WED		
THUR		
FRI		

STUDENT'S WEEKLY REPORT

Student's Signature …….. **Date** ……

Comments by Cooperating Teachers

1…….....

……

Name…….. **Sign**…… **Date**……..

2……

……..……....

Name…….**Sign** …… **Date**……...

WEEK 5 PROGRESS CHART (WEEK ENDING :……)

DAY	DESCRIPTION OF ACTIVITY	NEW SKILLS LEARNT
MON		
TUE		
WED		
THUR		
FRI		

STUDENT'S WEEKLY REPORT

Student's Signature ……. **Date** ……..

Comments by Cooperating Teachers

1…….....

……

Name…… **Sign**…… **Date**……

2……

……..……....

Name…….**Sign** ……**Date**……...

WEEK 6 PROGRESS CHART (WEEK ENDING :……...)

DAY	**DESCRIPTION OF ACTIVITY**	**NEW SKILLS LEARNT**
MON		
TUE		
WED		
THUR		
FRI		

STUDENT'S WEEKLY REPORT

Student's Signature …… **Date** ……

Comments by Cooperating Teachers

1…….

……

Name……. **Sign**…… **Date**……..

2……

……..……....

Name…….**Sign** …… **Date**……..

WEEK 7 PROGRESS CHART (WEEK ENDING :……...)

DAY	**DESCRIPTION OF ACTIVITY**	**NEW SKILLS LEARNT**
MON		
TUE		
WED		
THUR		
FRI		

STUDENT'S WEEKLY REPORT

Student's Signature ……. **Date** ……..

Comments by Cooperating Teachers

1…….

……

Name…… **Sign**…… **Date**……

2……

……..……....

Name…….**Sign** ……**Date**……

WEEK 8 PROGRESS CHART (WEEK ENDING :……)

DAY	DESCRIPTION OF ACTIVITY	NEW SKILLS LEARNT
MON		
TUE		
WED		
THUR		
FRI		

STUDENT'S WEEKLY REPORT

Student's Signature ……. **Date** ……..

Comments by Cooperating Teachers

1…….....

……

Name…… **Sign**…… **Date**……

2……

……..……....

Name…….**Sign** …… **Date**……..
…

WEEK 9 PROGRESS CHART (WEEK ENDING :……..….)

DAY	**DESCRIPTION OF ACTIVITY**	**NEW SKILLS LEARNT**
MON		
TUE		
WED		
THUR		
FRI		

STUDENT'S WEEKLY REPORT

Student's Signature ……. **Date** ……

Comments by Cooperating Teachers

1…….....

……

Name…… **Sign**…… **Date**……

2……

……..……....

Name…….**Sign** ……. **Date**……..

WEEK 10 PROGRESS CHART (WEEK ENDING :…….)

DAY	DESCRIPTION OF ACTIVITY	NEW SKILLS LEARNT
MON		
TUE		
WED		
THUR		
FRI		

STUDENT'S WEEKLY REPORT

Student's Signature …….. **Date** …….

Comments by Cooperating Teachers

1…….....

……

Name…… ……..**Sign**…… **Date**……

2……

……..……....

Name…….**Sign** …….. **Date**……..

WEEK 11 PROGRESS CHART (WEEK ENDING :…….)

DAY	DESCRIPTION OF ACTIVITY	NEW SKILLS LEARNT
MON		
TUE		
WED		
THUR		
FRI		

STUDENT'S WEEKLY REPORT

Student's Signature …… **Date** ……

Comments by Cooperating Teachers

1…….....

……

Name…… **Sign**…… **Date**……

2……

……..……....

Name…….**Sign** …… **Date**……...

SCHOOL PRINCIPAL'S COMMENTS

Kindly assess our teacher trainee using the guideline below

Mr./ Mrs./ Ms……. Reg. No……

#	Particulars	Excellent	Good	Fair	Unsatisfactory	Very Bad
1	Personal Discipline					
2	General Appearance					
3	Commitment to teaching duties					
4	Carrying out Head teacher's instructions					
5	Relationship with Staff					
6	Punctuality					
7	Participation in Curricular Activities					
8						
9	How would rate him/her as your prospective staff member					
10	Overall assessment					

11. Any other comments:

……

……

……

School Stamp and Head Teacher's signature…….