

# E-LEARNING DOCUMENTS AND LINKS

## SPEEDTEST



## DAILY CHECKLIST

**KILT** ITE Daily Checklist and Data capture

School: \_\_\_\_\_ Date: \_\_\_\_\_  
Your Name (s): \_\_\_\_\_

Information:

1	How many workstations are working?   Not working? →	WORKING	NOT WORKING
2	Is the server working? Yes / No (for most of the day)		
3	Network speed: <a href="http://www.speedtest.net">www.speedtest.net</a> Download   Upload speed	DOWNLOADED	UPLOADED
4	How many school periods? (normally the same)	PERIODS	
5	How many lessons could the lab not be used for learning (loadshedding, Sport, other → note on schedule)   Possible lessons	Not possible	POSSIBLE
6	How many lab lessons actually took place? (Count the sessions)	ACTUAL LAB LESSONS	
7	How many teachers   ITEs lessons in the day (excluding no lessons)	TEACHER LED	ITE LED
8	How many Teachers attend the after-school learners Club?		
9	People (e.g teachers, TAs, KILT staff etc) in the lab during the day   after school (count per person not lesson)	DURING DAY	AFTER SCHOOL
10	One on one teacher sessions?	NO OF SESSIONS	#Total time
11	In class support e.g. e-lessons or MCO	MCO	References
12	School based workshops after school (Time): What?	Time (P.S. 1, 1 & 2 hours)	
13	Any technical or other problems, changes? Yes / No		
14	Problems/comments:		
15	Complete your <a href="#">online google form capture</a> , scan and upload this form		

## LAB ATTENDANCE

**KILT** Teacher class / Lab attendance

Date: \_\_\_\_\_ Total periods: \_\_\_\_\_ Load Shedding Periods: \_\_\_\_\_ Possible lab periods: \_\_\_\_\_ ICT coordinator: \_\_\_\_\_

Period	Teacher / ITE	Gr	Subject	Topic (eg Fractions)	Tools/apps (eg Greenshoots)	Sign	Internet ✓X	Server ✓X
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								
10.								
11.								
12.								
13.								

Actual lab use periods for the day: (count the completed lines) \_\_\_\_\_ Total periods lab was used \_\_\_\_\_

## DAILY ONLINE CAPTURE

ITE Daily Checklist Capture

Capture your daily checklist on a daily basis. Make sure that all the daily checklists are captured by the end of each week. Please enter YOUR email address. All admin must be completed by the Thursday of each week. Month end for log-frame data must be completed by the 25th of each month.

edunovakiltnysna@gmail.com [Switch accounts](#)

\* Indicates required question

Email \*

Your email address \_\_\_\_\_

School \*

Choose \_\_\_\_\_

Name and Surname \*

Your answer \_\_\_\_\_

Date \*

## WEEKLY REGISTER

EDUNOVA REGISTER

Name & Surname: \_\_\_\_\_

Days	Date	ITE Signature
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		

Principal's Name & Surname: \_\_\_\_\_  
Principal's Signature: \_\_\_\_\_

School's Stamp

## LAB BOOKING SHEET

LAB BOOKING SHEET

**KILT**

Week: \_\_\_\_\_


	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1	Teacher Name				
	Grade				
	Subject				
	ITE present ✓X				
2	Teacher Name				
	Grade				
	Subject				
	ITE present ✓X				
3	Teacher Name				
	Grade				
	Subject				
	ITE present ✓X				
4	Teacher Name				
	Grade				
	Subject				
	ITE present ✓X				
5	Teacher Name				
	Grade				
	Subject				
	ITE present ✓X				

COMPLETE & UPLOAD DAILY



# E-LEARNING DOCUMENTS AND LINKS

## **ELI ATTENDANCE**



eL Attendance and Media Consent\* Register

Date	Surname	Name	Cell	Gr	Subject	Topic	School	Sign	Time spent

\* For media consent and info see [www.kiltingo.co.za](http://www.kiltingo.co.za)



Used for 1on1, SB & Interschool WS

## **VISITORS LOG**

SCHOOL \_\_\_\_\_ MONTH \_\_\_\_\_ YEAR: \_\_\_\_\_

Date	Name and Surname	Reason for visiting TTT/lesson/...	Title/ Job description	Organization / company name/ school	Cell number/ email	Time In	Time Out	Signature

## **MONTHLY REPRT**

### Monthly Report for School

Submitted By: \_\_\_\_\_

Date: \_\_\_\_\_

**1. Summary of Progress:**

Week 1: (Date) \_\_\_\_\_

Week 2: (Date) \_\_\_\_\_

Week 3: (Date) \_\_\_\_\_

Week 4: (Date) \_\_\_\_\_

Week 5: (Date) \_\_\_\_\_

**2. Meetings held:**

In School: \_\_\_\_\_

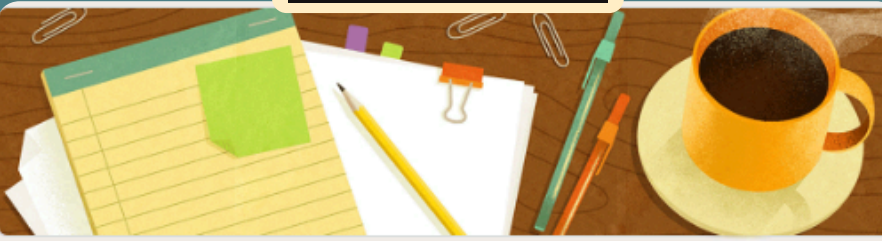
Outside School: \_\_\_\_\_

ITE Trainings: \_\_\_\_\_

Upcoming Trainings / Events: \_\_\_\_\_

**3. Issues discussed and resolved:**

## **MONTHLY LOGFRAME FORM**



### Monthly Logframe Data Capture

Please fill in this form by the end of each month (23rd) for our Logframe Targets.

[anideneildeman@gmail.com](mailto:anideneildeman@gmail.com) [Switch accounts](#)

\* Indicates required question

Email \*

Your email address \_\_\_\_\_

Name and Surname \*

Your answer \_\_\_\_\_

School \_\_\_\_\_

COMPLETE & SUBMIT MONTHLY

## **HAPPY SHEET**

### TTT Attendance form & happy sheet

Please complete this form as your attendance recordal and exit ticket at your training or lesson planning sessions!

[anideneildeman@gmail.com](mailto:anideneildeman@gmail.com) [Switch accounts](#)

\* Indicates required question

Email \*

Your email address \_\_\_\_\_

Surname and name (pls follow order) \*

Your answer \_\_\_\_\_

Contact number \*

Your answer \_\_\_\_\_

What kind of session is it? \*

TWT Interschool workshop

Interschool teach/app workshop

Interschool e-lesson planning session

