

ACCOMPLISHMENT REPORT
[September 12-30, 2022]

1. Reported to the office for briefing and assignment of classes.
2. Requested for VSU mail and cumulus portal as a new part-time instructor of the university.
3. Attended a faculty meeting with the Envi 11 instructors for assigning and splitting of classes.
4. Finalized the class roster of the different classes and logged in to the VSU Elearning website to download presentations and learning guides.
5. Conducted the first online class meeting to orient students from classes; O149, O168, O800, and O176 about the course requirements and grading system.
6. Conducted the first online class meeting to orient students from the classes; O165, O150, O167, O170, O177 and O691 about the course requirements and grading system.
7. Opened Learning Task 1 and the learning materials of Module 1 for students' view in the VSUEE.
8. Conducted an online class meeting for Module 1 (Part 1) with Envi 11 classes; O165, O150, O167, O170, O177, and O691, and introduced Learning Task 1.
9. Conducted an online class meeting for Module 1 (Part 1) with Envi 11 classes; O149, O168, O800, and O176, and introduced Learning Task 1.
10. Conducted an online class meeting for Module 1 (Part 2) with Envi 11 classes; O165, O150, O167, O170, O177 and O691, and reminded them of their Learning Task 1 answers.
11. Conducted an online class meeting for Module 1 (Part 2) with Envi 11 classes; O149, O168, O800, and O176, and reminded them of their Learning Task 1 answers.
12. Checked and recorded the students' scores for Learning Task 1 from the VSUEE.
13. Opened Learning Task 2 and the learning materials of Module 2 for students' view in the VSUEE.
14. Started the online class discussion for Module 2 with Envi 11 classes; O165, O150, O167, O170, O177 and O691, and informed the students to answer their Learning Task 2.
15. Started the online class discussion for Module 2 with Envi 11 classes; O149, O168, O800, and O176, and informed the students to answer their Learning Task 2.