





DEPARTMENT OF LIBERAL ARTS AND BEHAVIORAL SCIENCES

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ACCOMPLISHMENT REPORT

November 4, 9, 10, 11, 12, 15, 16, 18, 22, 23, 24, 25, and 29, 2021

This is to certify that the undersigned <u>MARY GRACE P. ENAYA</u> was approved on a "work from home" scheme during the period covered and that I actually accomplished and delivered the expected/assigned outputs as shown below:

| Specific Date/s | Activities/Outputs accomplished and delivered/submitted | Equivalent Points |
|----------------------|--|----------------------|
| November 4, 2021 | Attended and organized a department meeting on Google Meet. | 1.5 |
| | Wrote the minutes of the meeting. | 2.5 |
| | Updated students' record. | 2 |
| | Had a consultation with my students | 2 |
| November 9, 2021 | Had a thesis (rationale and methodology) presentation with my thesis advisees and thesis advisees of my panel members. | 6 |
| | Conducted a dry run for the international webinar the following day. | |
| November 10, 2021 | Prepared for the Website and Department News Committee meeting. | 1 |
| | Had a meeting with the Website and Department News Committee members of DLABS. | 2 |
| | Had a consultation with my advisees through chat or email. | 3 |
| | Attended the first international webinar of DLABS. | 2 |
| November 11, 2021 | Had a thesis (rationale and methodology) presentation with my thesis advisee. | 2 |
| | Did after care of the webinar such as double checking of the attendance and the certificates. | 2 |
| | Prepared for my class. | 1 |
| | Conducted a class with my M082, M934, and W285. | 3 |
| November 12, 2021 | Had a meeting with the chairman of Socio-Cultural Committee. | 1 |
| | Had a meeting with Dr. Jett C. Quebec about the progress of the newsletter of the department. | 1 |
| | Conducted a class with my T378, M833, M945, and T388. | 4 |
| 20 | Updated students' record. | 2 |
| November | Updated students' record. | 3 |
| 15, 2021 | Had a consultation with my students. | 3 |
| , | Prepared materials for my synchronous classes. | 2 |
| November 16, 2021 | Had a meeting with the chairman of Socio-Cultural Committee members about the Christmas Celebration of | 1 |
| | DLABS. Updated students' record. | 2 |
| | | 2 |



Vision: Mission: A globally competitive university for science, technology, and environmental conservation. Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

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