



### DAILY TIME RECORD FOR PART-TIME INSTRUCTORS

Name: SARAH V. PARILLA  
Department: ITEEM

For the Month of: MAY  
Year: 2023

| Day                | AM   |       |       |       |     |     | PM   |      |      |      |     |              | Daily Total (hours) |
|--------------------|------|-------|-------|-------|-----|-----|------|------|------|------|-----|--------------|---------------------|
|                    | ARR  | DEP   | ARR   | DEP   | ARR | DEP | ARR  | DEP  | ARR  | DEP  | ARR | DEP          |                     |
| 1                  |      |       |       |       |     |     |      |      |      |      |     |              |                     |
| 2                  | 8:00 | 9:00  |       |       |     |     |      |      |      |      |     |              |                     |
| 3                  | 7:00 | 10:00 |       |       |     |     | 1:00 | 4:00 | 4:00 | 5:00 |     |              | 5.00                |
| 4                  | 8:30 | 10:00 | 11:00 | 12:00 |     |     | 3:00 | 4:00 |      |      |     |              | 3.00                |
| 5                  | 8:00 | 9:00  |       |       |     |     | 4:00 | 5:00 |      |      |     |              | 3.50                |
| 6                  |      |       |       |       |     |     |      |      |      |      |     |              | 2.00                |
| 7                  |      |       |       |       |     |     |      |      |      |      |     |              |                     |
| 8                  | 8:30 | 10:00 | 11:00 | 12:00 |     |     | 3:00 | 4:00 |      |      |     |              | 3.50                |
| 9                  | 8:00 | 9:00  |       |       |     |     | 1:00 | 4:00 | 4:00 | 5:00 |     |              | 5.00                |
| 10                 | 7:00 | 10:00 |       |       |     |     | 3:00 | 4:00 |      |      |     |              | 3.00                |
| 11                 | 8:30 | 10:00 | 11:00 | 12:00 |     |     | 4:00 | 5:00 |      |      |     |              | 3.50                |
| 12                 | 8:00 | 9:00  |       |       |     |     |      |      |      |      |     |              | 2.00                |
| 13                 |      |       |       |       |     |     |      |      |      |      |     |              |                     |
| 14                 |      |       |       |       |     |     |      |      |      |      |     |              |                     |
| 15                 | 8:30 | 10:00 | 11:00 | 12:00 |     |     | 3:00 | 4:00 |      |      |     |              | 3.50                |
| 16                 | 8:00 | 9:00  |       |       |     |     | 1:00 | 4:00 | 4:00 | 5:00 |     |              | 5.00                |
| 17                 | 7:00 | 10:00 |       |       |     |     | 3:00 | 4:00 |      |      |     |              | 3.00                |
| 18                 | 8:30 | 10:00 | 11:00 | 12:00 |     |     | 4:00 | 5:00 |      |      |     |              | 3.50                |
| 19                 | 8:00 | 9:00  |       |       |     |     |      |      |      |      |     |              | 2.00                |
| 20                 |      |       |       |       |     |     |      |      |      |      |     |              |                     |
| 21                 |      |       |       |       |     |     |      |      |      |      |     |              |                     |
| 22                 | 8:30 | 10:00 | 11:00 | 12:00 |     |     | 3:00 | 4:00 |      |      |     |              | 3.50                |
| 23                 | 8:00 | 9:00  |       |       |     |     | 1:00 | 4:00 | 4:00 | 5:00 |     |              | 5.00                |
| 24                 | 7:00 | 10:00 |       |       |     |     | 3:00 | 4:00 |      |      |     |              | 3.00                |
| 25                 | 8:30 | 10:00 | 11:00 | 12:00 |     |     | 4:00 | 5:00 |      |      |     |              | 3.50                |
| 26                 | 8:00 | 9:00  |       |       |     |     |      |      |      |      |     |              | 2.00                |
| 27                 |      |       |       |       |     |     |      |      |      |      |     |              |                     |
| 28                 |      |       |       |       |     |     |      |      |      |      |     |              |                     |
| 29                 | 8:30 | 10:00 | 11:00 | 12:00 |     |     | 3:00 | 4:00 |      |      |     |              | 3.50                |
| 30                 | 8:00 | 9:00  |       |       |     |     | 1:00 | 4:00 | 4:00 | 5:00 |     |              | 5.00                |
| 31                 | 7:00 | 10:00 |       |       |     |     |      |      |      |      |     |              | 3.00                |
| <b>GRAND TOTAL</b> |      |       |       |       |     |     |      |      |      |      |     | <b>76.00</b> |                     |

I HEREBY CERTIFY on my honor that the above record is a true and correct report on the hours of work performed made daily at the time of arrival(s) and departure(s).

|                                                                  |                                                                      |
|------------------------------------------------------------------|----------------------------------------------------------------------|
| <br><b>SARAH V. PARILLA</b><br>Signature of Part-time Instructor | <b>ELIZA D. ESPINOSA</b><br>Printed Name and Signature of Dept. Head |
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