



DAILY TIME RECORD FOR PART-TIME INSTRUCTOR

Name: RAYMOND R. OCARES

For the Month of: NOVEMBER

Department: DEPARTMENT OF PURE AND APPLIED CHEMISTRY

Year: 2022

Day	AM						PM						Daily Total (hours)
	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	
1													
2			10:00	1:00									3
3			10:00	1:00					4:00	7:00			6
4			10:00	1:00			1:00	4:00					6
5													
6													
7			10:00	1:00			1:00	4:00					6
8			10:00	1:00			1:00	4:00	4:00	7:00			9
9			10:00	1:00									3
10			10:00	1:00					4:00	7:00			6
11			10:00	1:00			1:00	4:00					6
12													
13													
14			10:00	1:00			1:00	4:00					6
15			10:00	1:00			1:00	4:00	4:00	7:00			9
16			10:00	1:00									3
17			10:00	1:00					4:00	7:00			6
18			10:00	12:00			SUSPENDED BY NOON (PM)						2
19													
20													
21	(SHORTENED CLASSES)		9:00	11:00	11:00	1:00							4
22			10:00	1:00			1:00	4:00	4:00	7:00			9
23			10:00	1:00									3
24			10:00	1:00					4:00	7:00			6
25			10:00	1:00			1:00	4:00					6
26													
27													
28			10:00	1:00			1:00	4:00					6
29			10:00	1:00			1:00	4:00	4:00	7:00			9
30													
31													

GRAND TOTAL 114

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).

RAYMOND R. OCARES

Signature of Part-time Instructor

ELIZABETH S. QUEVEDO

Printed Name and Signature of Dept. Head



ACCOMPLISHMENT REPORT

[November 2-29, 2022]

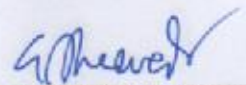
1. Conducted laboratory classes in Chem 120.1, Chem 132.2, Chem 2.1, Chem 140.1, and Chem 132.3.
2. Conducted online lecture classes via Google Meet for ScTS11c.
3. Made Table of Specifications (TOS) and midterm examination questions for Chem 120.1, Chem 132.2, Chem 2.1, Chem 140.1, Chem 132.3, and ScTS11c.
4. Conducted midterm examinations in Chem 120.1, Chem 132.2, Chem 2.1, Chem 140.1, Chem 132.3, and ScTS11c.
5. Checked quizzes and examinations in Chem 120.1, Chem 132.2, Chem 2.1, Chem 140.1, Chem 132.3, and ScTS11c.
6. Checked learning assessments, activities, and examinations in ScTS11c.
7. Checked laboratory reports and journals in Chem 120.1, Chem 132.2, Chem 2.1, Chem 140.1, and Chem 132.3.
8. Answered students' questions and clarifications for Chem 120.1, Chem 132.2, Chem 2.1, Chem 140.1, Chem 132.3, and ScTS11c.
9. Computed midterm grades in Chem 120.1, Chem 132.2, Chem 2.1, Chem 140.1, Chem 132.3, and ScTS11c.

Submitted by:


RAYMOND R. CARES

Name of Employee/Faculty

Recommending Approval:


ELIZABETH S. QUEVEDO

Head, DoPAC

Approved:


MA. THERESA P. LORETO

Dean, CAS