#### ICT Monitoring and Evaluation Form

A tool for Monitoring and Evaluation of ICT Programs and Projects for Department of Education Division of Digos City

A. BASIC DETAILS

School ID

School Name School Head ICT Coordinator	:								
Property Custodia	n:								
Monitoring Type	<b></b>								
5 31				<b>T</b>		-			
	] ]	First Visit		Follov	v-UP	S	pecial Vis	sit	
Monitoring Date/s:									
B. DCP EQUIPMENT DE the latest 2 deliveries i			ool	is a rec	cipient).	P	lease tak	e n	ote of
		1st Deliv	ery	7		2 <sup>r</sup>	nd Delivery	у	
DCP Batch									
Year of Delivery:									
Package Type:									
Warranty expiration date:									
DR Available?		Yes		No			Yes		No
IAR Available?		Yes		No			Yes		No
IRP Available?		Yes		No			Yes	T	No
PTR Available?		Yes		No			Yes	Ī	No
*Note: DR – Delivery Receipt; IAR – Property PTR- Property Transfer I		ection and Accep ot	tan	ce Report	IRP – Ir	nspe	ction Receipt	of	

## C. NON-DCP EQUIPMENT DETAILS (If school is a recipient)

		ACQUIRED	THROUGH	DONATED
HARDWARE TYPE	QUANTITY	Donated	Outsourced	BY/OUTSOURCED FROM

### D. COMPUTER HARDWARE PHYSICAL STATUS

HARDWARE		TAL QUANT pased from D		NO. OF	NO. OF UNSERVI	DEMARKS
TYPE	DCP	D	O	WORKING UNITS	CEABLE UNITS	REMARKS
Server PC						
Workstations						
Monitor						
System Unit						
AVR						
UPS						
Printer						
Scanner						
Laptop						
Keyboard						
Mouse						
LCD Projector						
Speakers						
Others(Pls Specify. Use another Sheet if necessary)						

Note: DCP - DCP Package

D- Donated

O-Outsourced

# **E. E-CLASSROOM/LABORATORY CONDITIONS** (Place a check mark in the appropriate column)

INDICATOR	YES	NO	REMARKS
SECURITY AND SAFETY			
☐ Grills are installed to doors and windows and other holes/exits from the classroom			
☐ A Security personnel is designated			
☐ Doors are protected with double padlocks			
LAB ACTIVITY MONITORING			
☐ Class schedules are readable and are posted in visible area/s			
☐ Logbooks are utilized			
☐ DCPs are available and usable by all Learning Areas			
☐ User Guidelines are readable and are posted in visible area/s			
LEARNING ENVIRONMENT			
☐ The room is well-ventilated (electric fan, air-conditioned unit are installed)			
☐ Walls are free from destructive designs			
☐ The Computer laboratory is well-lit			
☐ Charis are sufficient in number(i.e. 50 and above)			
☐ Tables are in good condition			
☐ The computer laboratory is clean and orderly			
☐ The computer laboratory space is sufficient			

**F. CURRICULUM UTILIZATION** (List of all subjects and grade level where the computer packages are used. If the space provided is not enough, use a separate sheet)

SUBJECT	GRADE LEVEL	NO. OF HOURS PER WEEK	SCHEDULE	TEACHER

#### G. CONDUCT OF ICT LAC SESSIONS

1. Has the school conducted an ICT LAC Session for the curr	ent SY:
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2. No. of times the school has conducted the ICT LAC Session:

3. If yes: MOVs presented:

4. If no: why?

5. Topics of the LAC Sessions (enumerated in bullets):

•	
•	
•	
•	

6. W	hat topic/ • •	s do you inter					Sessions?
	the next scussed/c	ICT Literacy	Traini		topics	would y	ou like to b
H. INTE	• RNET CO						
Fund Sou	rce:	School MO	OE	Canteen	. Do	nated by	7
	of Subscrip	etails:	1				
ISP	ТУРЕ	LOCATION	(Curr	riculum/ ernance)		CRAGE D(Mbps)	MONTHLY EXPENSE
I. FINDI	NGS						

best of our knowle information indicated h	t the above information and the dead to the delief. We under nerein may greatly affect ams and projects and goot the Department of Educe	rstand that any fals he status of this sci od standing in
best of our knowle information indicated h	edge and belief. We under nerein may greatly affect ams and projects and goo	rstand that any fals he status of this sci od standing in
best of our knowled information indicated here.  ICT progree  School Head	edge and belief. We under nerein may greatly affect ams and projects and good the Department of Educo	rstand that any fals he status of this sci od standing in ution  Property Custo

Division IT Officer I