DIRECTORATE OF TEACHING PRACTICE & INDUSTRIAL ATTACHMENT

SCHOOL OF EDUCATION, ARTS & SOCIAL SCIENCES

(BACHELOR OF EDUCATION-ARTS, BACHELOR OF EDUCATION IN EARLY CHILDHOOD EDUCATION, DIPLOMA IN PEDAGOGY AND INSTRUCTION, DIPLOMA IN EDUCATION AND POSTGRADUATE DIPLOMA IN EDUCATION)

TEACHING PRACTICUM I STUDENT'S PORTFOLIO

Advancing Knowledge, Driving Change

SCHOOL OF EDUCATION, ARTS AND SOCIAL SCIENCES

Teaching Practicum 1 Student portfolio

SECTION A: ADMINISTRATIVE DETAILS

Student Teacher's Name: _____

Student Teacher's Reg. No: _____

Practicum Institution: _____

Class/Grade Assigned: _____

Mentor Teacher's Name: _____

Practicum Start Date: _____**End Date:** _____

SECTION B: WEEKLY ACTIVITY LOG

WEEK	COMPETENCY	ACTIVITIES/TASKS	EVIDENCE(S)
1	Communication		
	Collaboration		
	Creativity and Problem solving		
	Leadership and citizenship		
	Digital literacy		
	Professional Ethics		

	Co-curricula activities		

WEEK	COMPETENCY	ACTIVITIES/TASKS	EVIDENCE(S)
2	Communication		
	Collaboration		
	Creativity and Problem solving		
	Leadership and citizenship		
	Digital literacy		

| | Professional Ethics | | |
| | Co-curricula activities | | |

WEEK	COMPETENCY	ACTIVITIES/TASKS	EVIDENCE(S)
3	Communication		
	Collaboration		
	Creativity and Problem solving		
	Leadership and citizenship		

	Digital literacy		
	Professional Ethics		
	Co-curricula activities		

WEEK	COMPETENCY	ACTIVITIES/TASKS	EVIDENCE(S)
4	Communication		
	Collaboration		

	Creativity and Problem solving		
	Leadership and citizenship		
	Digital literacy		
	Professional Ethics		
	Co-curricula activities		

WEEK	COMPETENCY	ACTIVITIES/TASKS	EVIDENCE(S)
5	Communication		

	Collaboration		
	Creativity and Problem solving		
	Leadership and citizenship		
	Digital literacy		
	Professional Ethics		
	Co-curricula activities		

WEEK	COMPETENCY	ACTIVITIES/TASKS	EVIDENCE(S)
6	Communication		
	Collaboration		
	Creativity and Problem solving		
	Leadership and citizenship		
	Digital literacy		

	Professional Ethics		
	Co-curricula activities		

WEEK	COMPETENCY	ACTIVITIES/TASKS	EVIDENCE(S)
7	Communication		
	Collaboration		
	Creativity and Problem solving		
	Leadership and citizenship		

	Digital literacy		
	Professional Ethics		
	Co-curricula activities		

WEEK	COMPETENCY	ACTIVITIES/TASKS	EVIDENCE(S)
8	Communication		
	Collaboration		
	Creativity and Problem solving		

	Leadership and citizenship		
	Digital literacy		
	Professional Ethics		
	Co-curricula activities		

WEEK	COMPETENCY	ACTIVITIES/TASKS	EVIDENCE(S)
9	Communication		

	Collaboration		
	Creativity and Problem solving		
	Leadership and citizenship		
	Digital literacy		
	Professional Ethics		
	Co-curricula activities		

WEEK	COMPETENCY	ACTIVITIES/TASKS	EVIDENCE(S)

10	Communication		
	Collaboration		
	Creativity and Problem solving		
	Leadership and citizenship		
	Digital literacy		
	Professional Ethics		

	Co-curricula activities		

WEEK	COMPETENCY	ACTIVITIES/TASKS	EVIDENCE(S)
11	Communication		
	Collaboration		
	Creativity and Problem solving		
	Leadership and citizenship		
	Digital literacy		

| | Professional Ethics | | |
| | Co-curricula activities | | |

WEEK	COMPETENCY	ACTIVITIES/TASKS	EVIDENCE(S)
12	Communication		
	Collaboration		
	Creativity and Problem solving		

	Leadership and citizenship		
	Digital literacy		
	Professional Ethics		
	Co-curricula activities		

WEEK	COMPETENCY	ACTIVITIES/TASKS	EVIDENCE(S)
13	Communication		
	Collaboration		

	Creativity and Problem solving		
	Leadership and citizenship		
	Digital literacy		
	Professional Ethics		
	Co-curricula activities		

WEEK	COMPETENCY	ACTIVITIES/TASKS	EVIDENCE(S)
14	Communication		

	Collaboration		
	Creativity and Problem solving		
	Leadership and citizenship		
	Digital literacy		
	Professional Ethics		
	Co-curricula activities		

SECTION C: FINAL REFLECTION

PART ONE: COMMENTS FROM THE MENTOR TEACHER/ INSTITUTION SUPERVISOR

1. Overall Observations During the Practicum:

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2. Recommendations:

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NAME..SIGNATURE...............................DATE..............................

PART TWO: COMMENTS FROM THE UNIVERSITY ASSESSOR

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NAME..SIGNATURE...............................DATE..............................

PART THREE: COMMENTS FROM THE STUDENT-TEACHER

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NAME...SIGNATURE................................DATE..............................

PRACTICUM CLEARANCE FORM

Name of Institution: …………………………………………………………………………………

P.O. Box ………………………………… Postal code …………………………………………………

Town………………………………………………Telephone……………………………………..

Email ………………………………………………………………………………………………..

This is to certify that……………………………………………………………………………………

ID. No……………….. of KCA University department of…………………………………………………...

has cleared with us this day…………………………….having completed his/he attachment from

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Any other remarks …..

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Signature ……………………………………… Date ……………………………..

Official Stamp

OUR PROGRAMMES

SHORT PROFESSIONAL COURSES
• Certificate in Computer Applications
• Linux (Level 1-3)
• CISCO (Level 1-4)
• International Computer Driving License (ICDL)
• Web Applications and Development
• Accounting Packages: QuickBooks, Sage and Pastel
• MS Office: Ms Word, Ms Excel, Ms PowerPoint, Ms Access.
Others include: Internet, Visual Basic.net and C++ Programming

PROFESSIONAL COURSES
• Vocational Certificate in Block Chain Technology
• Vocational Certificate in Entrepreneurship & Innovation
• Vocational Certificate in Graphics Design
• Vocational Certificate in Information and Cyber Security
• Certificate in Accounting and Management Skills (CAMS)
• Accounting Technicians Diploma (ATD)
• Certified Public Accountants (CPA)
• Certified Secretaries (CS)
• Certified Investment and Financial Analysts (CIFA)
• Certified Human Resource Professional (CHRP)
• Diploma in Data Management and Analytics (DDMA)
• Association of Chartered Certified Accountants (ACCA- UK)
• Certified Information System Auditor (CISA)
• Certified Forensic Fraud Examiner (CFFE)

KNEC ARTISAN CERTIFICATE
Artisan Certificate in Salesmanship
Artisan Certicate in Food and Beverages

KNEC CRAFT CERTIFICATE
Craft Certificate in Business Management
Craft Certificate in Food & Beverages
Craft Certificate in Human Resource Management
Craft Certificate in Information Communication
Technology (ICT)

KNEC DIPLOMA CERTIFICATE
Diploma in Business Management
Diploma in Human Resource Management
Diploma in Information Communication Technology (ICT)

DIPLOMA AND CERTIFICATE PROGRAMMES
Diploma and Certificate in Banking
Diploma and Certificate in Project Management
Diploma and Certificate in Business Management
Diploma and Certificate in Procurement and Logisitics
Diploma and Certificate in Information Technology
Diploma and Certificate in Business Information Technology
Diploma and Certificate in Counselling Psychology
Diploma and Certificate in Film Technology
Diploma in Journalism and Digital Media
Certificate in Performing Arts Theatre and Film

UNDERGRADUATE PROGRAMMES
Bachelor of Business Information Technology
Bachelor of Science In Data Science
Bachelor of Science in Applied Computing
Bachelor of Science in Information and Communications Technology
Bachelor of Science in Information Security and Forensics
Bachelor of Science in Information Technology
Bachelor of Science in Software Development
Bachelor of Commerce with specializations in
• Accounting
• Finance
• Marketing
• Human Resources Management
• Entrepreneurship

Bachelor of Science in Economics & Statistics
Bachelor of International Business Management
Bachelor of Procurement and Logistics
Bachelor of Public Management
Bachelor of Science in Actuarial Science

Bachelor of Arts Counselling Psychology
Bachelor of Arts in Criminology
Bachelor of Arts in Economics and Business Studies
Bachelor of Arts in Film Technology and Performing Arts
Bachelor of Arts in Journalism and Digital Media
Bachelor of Education Arts
Bachelor of Education (Early Childhood Education

POSTGRADUATE PROGRAMMES
Post Graduate Diploma in Education
Post Graduate Diploma in Internal Audit

MASTERS PROGRAMMES
MBA with Specialization in
• Human Resource Management
• Marketing
• Procurement and Supplies Management
MBA Corporate Management
MSc. Commerce with Specialization in
• Finance
• Accounting
• Finance and Accounting
• Finance and Investment
• Finance and Economics
• Economics and Investment
MSc. in Development Finance
MSc. in Knowledge Management and Innovation
MSc. in Information Systems Management
MSc. in Data Analytics
MSc. in Data Science

Master of Arts in Counselling Psychology
Master of Education (MEd)
Master of Education Leadership and Management
Master of Educational Administration, Curriculum and Policy Studies

DOCTOR OF PHILOSOPHY
Doctor of Philosophy in Business Management
• Human Resource Management
• Strategic Management
• Marketing Management
Doctor of Philosophy in Finance
Doctor of Philosophy in Information Systems