



TEACHER PROFESSIONAL DEVELOPMENT

(TPD)



TPD SYSTEM MODULE

- The module enables the teacher to develop a Teacher Support Professional Program, update and track progress in the implementation and provide feedback on the TPD Continuing Professional Education (CPE). They are two TPD sub modules in the system;
- Appraisal based TPD
- CPE based TPD

For now we look at the TPAD TPD.



Log in to access the Dashboard, below my dashboard a menu is displayed.

Step 1: click on TPD, a submenu drops with 2 sub modules

TPAD TPD and TPD Modules.

TPAD

TEACHER PERFORMANCE APPRAISAL AND DEVELOPMENT TPD

TSC No: [REDACTED]

Teachers Portal > Dashboard

28th Jul, 2022

Institution Name: TSC Primary School	IPD Code: 567466270
Institution Level: Primary >> (Primary Schools)	Designation: Teacher

Incomplete Appraisals

Completed Appraisals

Notifications



APPRAISAL BASED TPD (TPAD TPD)

- The professional gaps in TPD are identified during self evaluation where a teacher identifies some professional gaps in his area of specialization.
- The appraiser also shares with the teacher during the appraisal meeting, the teacher's professional gaps identified during the appraisal period.
- Then they both(appraisee and the appraiser) agree on the professional gap and develop a support plan to help the teacher with the gaps.
- A TPD support plan should be planned carefully with a view to it being implemented during the following appraisal period.



Step 2: TPAD TPD
for the appraisal based
TPD click on TPAD TPD.

A drop down submenu is
then revealed showing
TPD plan and
completed plans.

Step 3: Click on TPD Plan
to update the plan

The screenshot shows the TPAD web application interface. The sidebar menu on the left includes 'TPAD TPD' and 'TPD Plan'. The main content area displays 'Teacher's Portal > Dashboard' with fields for 'Institution Name: TSC Primary School' and 'Institution Level: Primary >> (Primary Schools)'. At the bottom, there are two summary cards: 'Incomplete Appraisals' and 'Completed Appraisals'.



The interface below is revealed, it displays year and term of the appraisal, total gaps identified. Teachers will have identified the performance gaps in the appraisal stage categorized as the pre-set gaps categories and sub-categories. Click View to continue

TEACHER PERFORMANCE APPRAISAL AND DEVELOPMENT (TPAD)

Teachers Portal > Appraisal Based TPD

29th Jul. 2020

My Appraisal Gaps Summary

Show 10 entries

Year	Term	Total Gaps Identified	Action
2020	Term Two	25	View
Year	Term	Total Gaps Identified	Action

Showing 1 to 1 of 1 entries

Previous 1 Next



On clicking view the teacher is able to see the details of the gap category and sub-category he/she had defined during appraisal, see number of interventions per gap category and number of completed activities. Click on update on the action tab.

My Appraisal TPD >> Term Two 2020 Filter Search

Show 10 entries Search:

Gap Category	Gap Sub-Category	Set Interventions	Completed	Action
Subject mastery and teaching methods	Inadequate mastery of subject content	0	0	Update
Gap Category	Gap Sub-Category	Set Interventions	Completed	Action



The interface below is displayed, with the specific intervention attached to a gap category they had undertaken with the completion status as shown below. Click **New intervention** to add proposed interventions to address the gap.

The screenshot displays the 'TEACHER PERFORMANCE APPRAISAL AND DEVELOPMENT (TPAD)' interface. The header includes the title and a user profile icon with 'TSC No:'. The main content area shows 'Teacher's Portal > Update TPD Plan' and a date of '20th Jul, 2020'. Below this, the 'Gap Category' is 'Subject mastery and teaching methods' and the 'Gap Sub-Category' is 'Inadequate mastery of subject content'. A prominent orange button labeled 'New Intervention' is visible. Below the button, there is a table with columns for 'Intervention Level', 'Intervention', 'Start Date', 'End Date', 'Status', and 'Action'. The table currently contains no data, displaying 'No data available in table'. At the bottom, it shows 'Showing 0 to 0 of 0 entries' and navigation buttons for 'Previous' and 'Next'.



A pop up menu is displayed showing the available interventions.

The Hoi will use Institutional interventions and field officers will use zonal/subcounty interventions to input data for teachers. Individual teacher will use the tab on personal interventions,

Select the intervention and set the start and end date for the same using the calendar as shown.

The screenshot shows a form titled 'Available Interventions'. At the top, there are three tabs: 'Institutional Interventions' (selected), 'Zonal / Subcounty Interventions', and 'Personal Interventions'. Below the tabs, the form is divided into sections. The first section is 'Institutional Level Interventions'. It contains a dropdown menu for 'Select Intervention' with the option 'Add Intervention' selected. Below this are two date pickers for 'Start Date' and 'End Date'. The next section is 'Training / Capacity Building Institution' with a text input field. The final section is 'Relevant Course Studies' with another text input field. At the bottom right of the form is a 'Submit' button. A 'Close' button is located at the bottom right of the entire window.

This screenshot shows the same 'Available Interventions' form, but with the 'Personal Interventions' tab selected. The 'Intervention' dropdown is set to 'Peer coaching'. A calendar overlay is displayed over the 'Start Date' and 'End Date' fields. The calendar shows the month of August 2020, with the 31st of August highlighted. The 'Start Date' field is currently empty, and the 'End Date' field is also empty. The calendar has 'Cancel' and 'OK' buttons at the bottom. A 'Close' button is visible at the bottom right of the form window.



The interface will now appear having pending as the status of the intervention for the gap. Click on the action button Update if the status of the intervention has changed.

Teachers Portal > Update TRB Plan

Gap Category: **Subject mastery and teaching methods**

Gap Sub-Category: **Inadequate mastery of subject content**

New Intervention

Show 2 of 2 entries

Intervention Level #	Intervention #	Start Date #	End Date #	Status #	Action #
Personal	Peer Coaching	1st Aug, 2020	31st Aug, 2020	Pending	Update
Personal	Peer Coaching	31st Jul, 2020	31st Aug, 2020	Pending	Update

Showing 1 to 2 of 2 entries

Previous



A pop up menu will appear, showing the gap, the sub-gap the intervention chosen.

Update Plan Progress

Performance Gap Category	Subject mastery and teaching methods
Performance Gap Sub-Category	Inadequate mastery of subject content
Intervention	peer coaching
Intervention Level	

Update Status
Not Filled

Comments

Evidence [Optional]
Download Evidence

Save Changes

Close

Input the new status as shown they are either on-going, completed and revised, choose one...

Update Status

Add Status...

On-Going

Completed

Revised

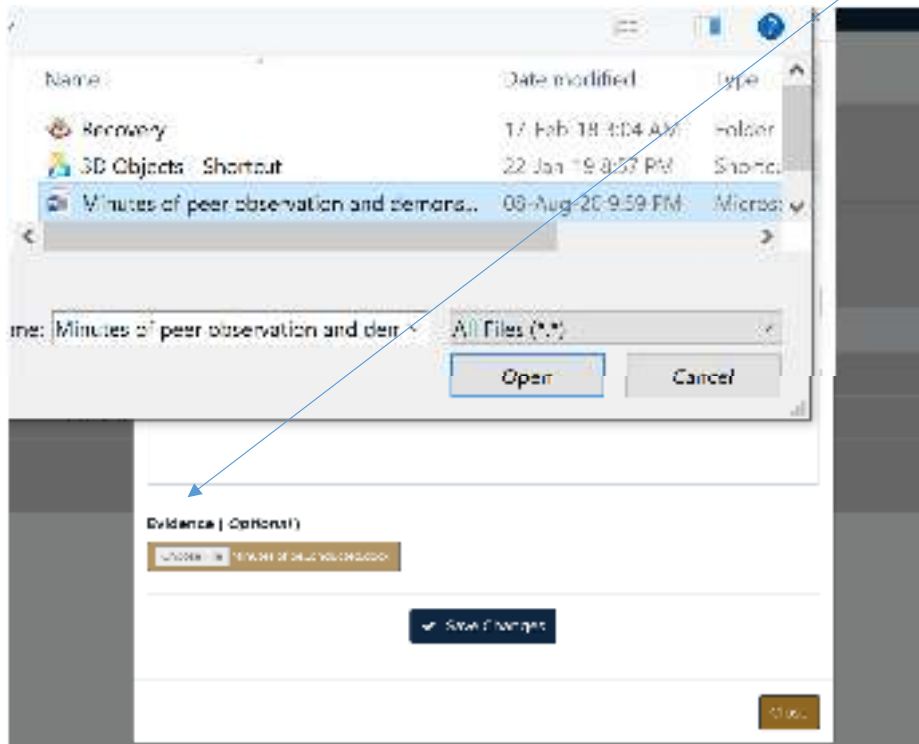
Download Evidence

Save Changes

Close



When the teacher has completed an intervention and has some evidence, he/she uses the button below to choose file. A window will open showing your files select the document and click open the documents title will appear click save and on the pop up box confirm by clicking okay.





The interface which appears will show the gap and sub-gap and the intervention start and end dates and the new status which is completed.

Cap Category: Subject mastery and teaching methods
Cap Sub-Category: Inadequate mastery of subject content

Show 2 entries

Intervention Level	Intervention	Start Date	End Date	Status	Action
Personal	Peer Coaching	1st Aug, 2020	31st Aug, 2020	Completed	✓ Completed
Personal	Peer Coaching	1st Jul, 2020	31st Aug, 2020	Completed	✓ Completed



The interface will now display all the gaps identified and the number of set interventions for each sub-category gap and status.

It is required that the appraiser will check the level of achievement of the appraisee while implementing the TPD Plan

My Appraisal TPD >> Term Two 2020 Filter Search

Show 10 entries Search

Gap Category	Gap Sub-Category	Set Interventions	Completed	Action
Subject mastery and teaching methods	Inadequate mastery of subject content	2	2	Update
Gap Category	Gap Sub-Category	Set Interventions	Completed	Action

Showing 1 to 1 of 1 entries Previous 1 Next



END