LEARNERS PROGRESS RECORD IN THE TPAD SYSTEM

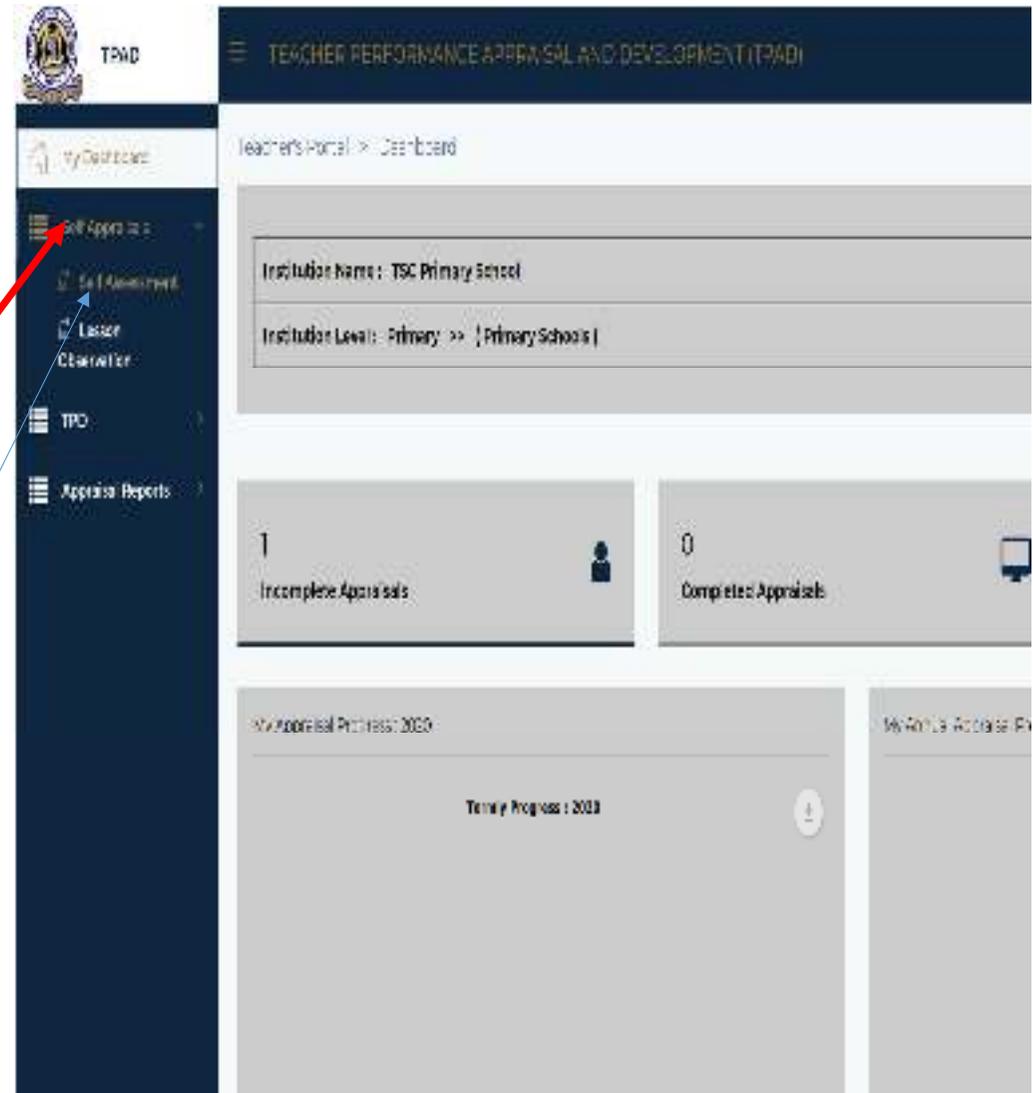How to input the data on the system

Learners progress record

❖ All teachers are required to;

i. Use a range of assessment tools that provide a clear trend of achievement, progress and growth in a learning area or subject.

ii. Analyze the learner progress and provide timely and appropriate feedback to learners about their achievement in learning.

iii. Put in place strategies to improve learner performance.

iv. Keep learners progress record in each subject and generate class analysis.

v. Submit the records as evidence in the appraisal process.

How to input learner progress details in to the system.

log in to access the Dashboard, it displays the Teacher's portal and a menu on the left side.

Step 1: click self appraisals,

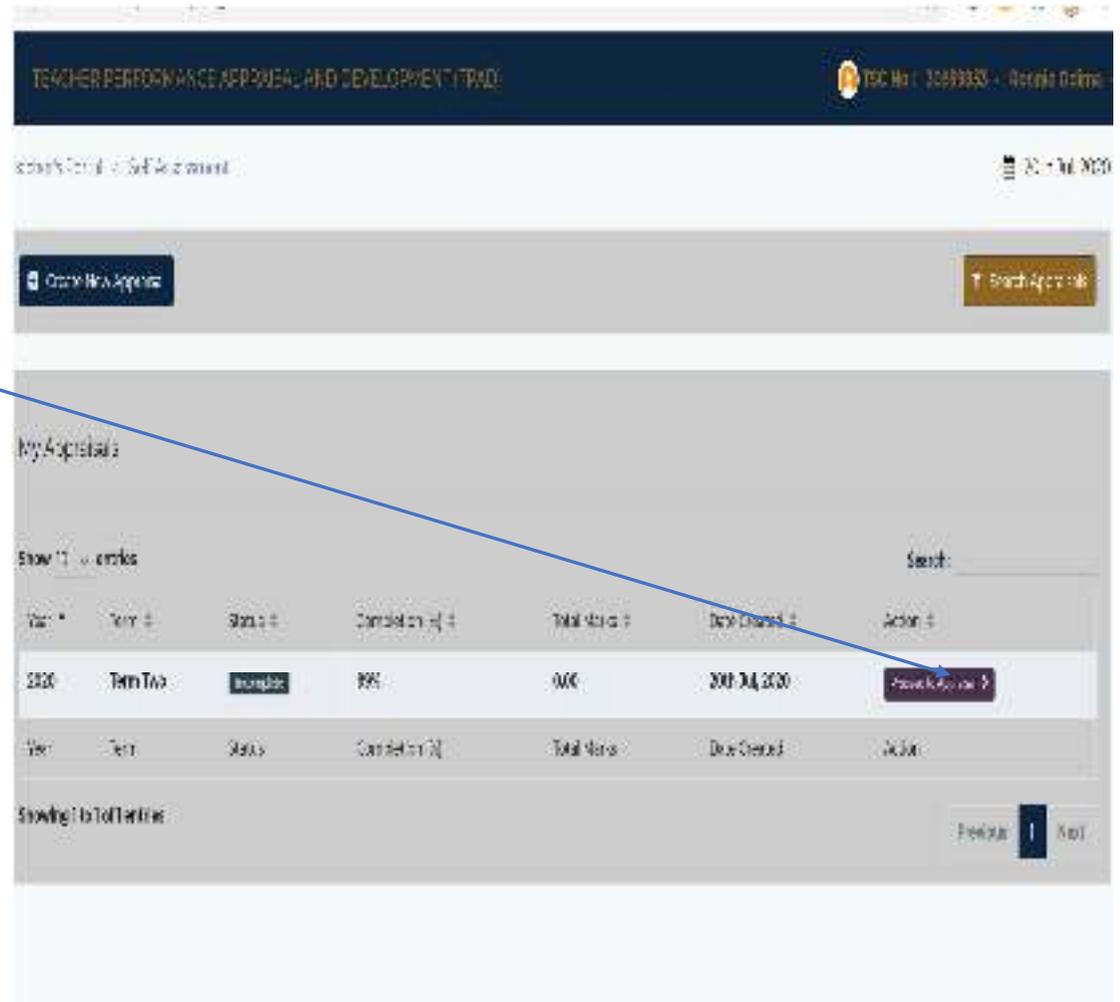Step 2: from the drop down submenu with Self assessment and lesson observation click on Self Assessment.

The following interface will displays, showing the current appraisal data

Step 3: click on proceed to appraisal on the action tab,

An interface showing 3 assessment area will display as shown next

click on update progress on learners progress assessment area.

Annual learner's progress record interface

- This will appear different based on the category of the institution one is in.
- Teachers should be keen to ensure that they select the right tab as per their institution and or the classes they are teaching as follows;
    i. Regular learners progress
    ii. CBC learners progress
    iii. SNE (HI,VI,PH) learners progress
    iv. SNE (M+DB) learners progress

Primary Schools, Secondary Schools and Teachers Training Colleges with regular learners will use tab on regular learner progress.

For regular learner progress the teacher will be required to;

On the pop up window fill all the details;

1. Class/form

Indicate the class if in primary school that the marks were analysed for

Subject name:

This means the subject that the teacher is teaching in this class and that the analysis of which the teacher is filling.

Input the Target mean score for the year;

The teacher is required to indicate what he/she intends to achieve in the current year. This should be agreed between the learners and the teacher and between the appraisee and appraiser.

Click on save record.

A pop up window appears let you know you have successful added progress report.

The interface below appears, at the end of the term the teacher is supposed to fill in the term mean score in the subject taught, click on update tab

Input the current term's mean score per subject and click save

A pop up window appears let you know the term's score has been updated successful.

The page below will display all the subjects a teacher has taught in every class and the previous, targeted and current grades.

Teacher's Portal › Learners Progress Records   26th Jul. 202

Annual Learners' Progress Record   ‹ Back to Appraisal

Regular Learners Progress | CBC Learners Progress | SNE (HI, VI ,PH) Learners Progress | SNE (MH + DB) Learners Progress
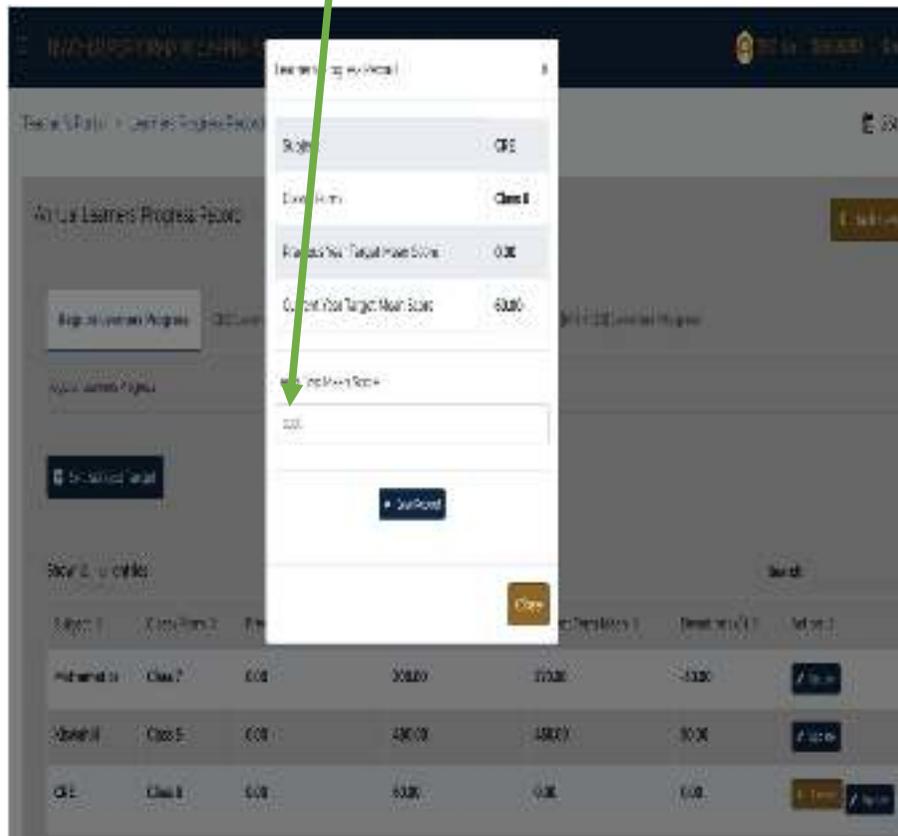
Regular Learners Progress

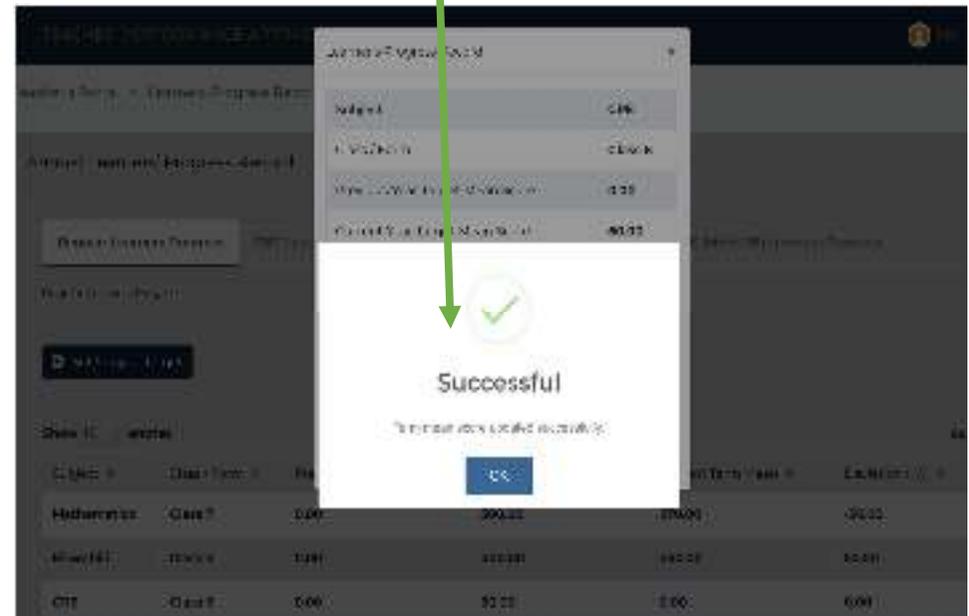🔵 Set Subject Target

Show 10 ⌄ entries   Search:

Subject	Class / Form	Previous Year Mean	Target Mean Score	Current Term Mean	Deviation (+/-)	Action
Mathematics	Class 7	0.00	300.00	270.00	-30.00	✏ Update
Kiswahili	Class 5	0.00	400.00	450.00	50.00	✏ Update
CRE	Class 6	0.00	60.00	61.00	1.00	✏ Update
Subject	Class / Form	Previous Year Mean	Target Mean Score	Current Term Mean	Deviation (+/-)	Action

As seen on the interface after the target and current mean score is a column named deviation (+/-)

deviation is the difference between subject annual target mean and the class mean of the subject for the term. The subject deviation is either positive or negative. A positive deviation is when the subject mean is above the annual subject target while a negative deviation is when the subject mean is below the annual subject target. This should be calculated at the end of each term.

Teachers in lower Primary are now undertaking the competency based curriculum are supposed to use the tab for CBC learners progress to input the learners details,

Terms in CBC

CBC

- Competency Based Curriculum

Learning Areas

- Previously known as subjects

Strand and Sub-Strand

- A strand is a broad area of study within a specific learning area. A strand is a consistent idea that runs through the learning area. A sub-strand represents smaller concepts within the strand.

Competencies

- The concept of competency refers to the skills, abilities and capabilities required for a person to achieve a competency performance.

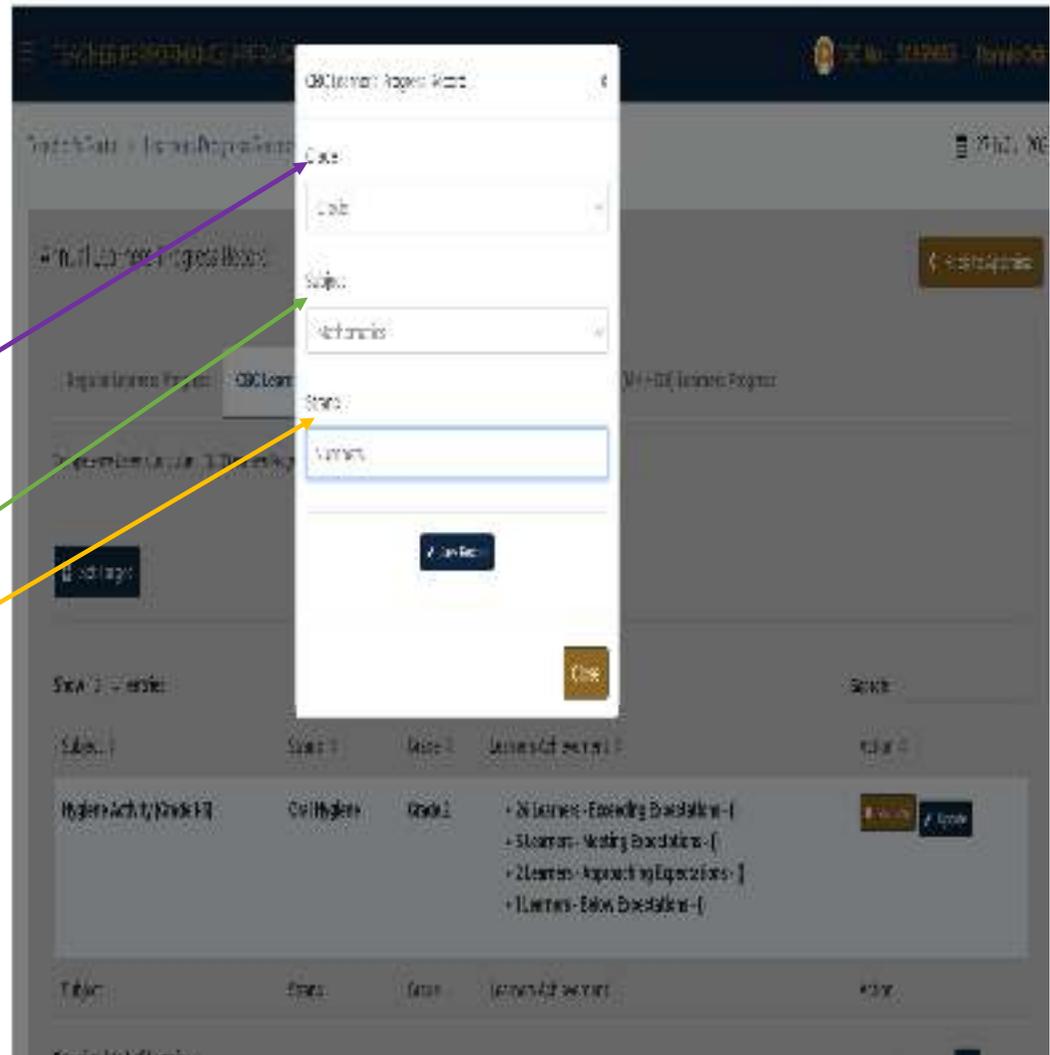# For the lower grade teachers, click on CBC learners progress

select Set target,

a pop up window

displays as shown, fill

in;

 i. Grade

ii. Subject and

ii. Strand

On saving another window pops up click ok to confirm the details added.

The interface will display as shown below, to input learners achievement click on update

A pop up window appears, input the number of learners at a certain level and detailed description of the group

Confirm the details by clicking ok on the pop up window.

Details will appear as shown below. Continue the same for all your subject.

SNE (HI,VI,PH) Learners progress

Learners with Hearing Impairment, Visual impairment and physical handicapped use the regular curriculum.

The annual Academic Learners' progress Record for all subjects (SNE-HI,VI,PH) indicates the subject mean score, class/form and the terms.
It shows the class mean score in each subject per term

SNE (MH &DB) Learners progress

- For SNE learners with Mental Handicapped and those who are deaf and blind the will use level instead of class.

- Skills areas will replace subject – refers to the skills on activities of daily living (ADL or Vocational skills).

- Objectives will be the intended result for training as per the learner assessment checklist.

- Activities are the tasks assigned to the learners under special education.

- Assessment mode is the process through which learning activities are assessed

- Level of achievement is the level of understanding or ability in doing the activities.

- Activity for daily living refers to those activities that help the learner to undertake tasks which help them to develop skills for their own living e.g. movement around the school

Individual SNE learner's progress record indicates;

the subject/skill area,   - class/level
objectives,   - Activities
assessment mode,   - level of achievements in all the
subjects the individual SNE learner is taking.

Annual Learners' Progress Record   < Back to Appraisal

| Regular Learners Progress | CBC Learners Progress | SNE (HI, VI ,PH) Learners Progress | SNE (MH + DB) Learners Progress |

Special Needs Education (MH + DB) Learners Progress

[+] Set Target

Show 10 ∨ entries   Search:

No. of Learners ⇕	Objectives ⇕	Activities ⇕	Learners Achievement ⇕	Action ⇕
No data available in table				

THE END