Guide for Classroom Observation/Inyandiko yerekeye uburyo bwo kwitegereza imyigire y'Abanyeshuri

Explain to the teacher that, as part of a study with the REB, we are observing a few classes. Ask the teacher's permission to sit in the back of the class as he or she continues with his or her regular activities. Make clear that your notes will not be reported back to the school and will not affect his or her career. Therefore, encourage him or her to work as he or she normally would. /

Sobanurira mwarimu ko, muri gahunda y'ubushakashatsi bukorwa ku bufatanye na REB, turi mu gikorwa cyo kwitegereza imyigire mu mashuri amwe n'amwe. Saba mwarimu uruhushya rwo kwicara inyuma mu ishuri mu gihe arimo gukora akazi ke gasanzwe. Musobanurire neza ko ibyo wandika utazabyereka ubuyobozi bw'ishuri, bityo bikaba bitazagira ingaruka ku kazi ke. Mushishikarize gukora akazi ke nk'uko asanzwe abigenza.

Observe the class for 52 minutes/Itegereze ishuri mu minota 52:

1. *Every four (4) minutes, take a few seconds to observe the class, then, fill out the Classroom Observation Snapshot sheet for what happened at that instant.*

   Buri minota ine (4), fata amasegonda runaka witegereze ishuri, ubundi wandike ku ifishi yagenewe kwandikwaho ibyo wabonye ku myigire y'abanyeshuri muri ako kanya.

2. *During the time you are not making those notes, fill out questions in other sections of the questionnaire.*

   Mu gihe utarimo kwandika ibyo wabonye, subiza ibibazo byabajijwe ahandi ku ifishi.

3. *At the conclusion of the 52 minutes, seek the soonest opportunity to ask the teacher the questions at the end of the questionnaire.*

   Iminota 52 nirangira, shaka uburyo wahita ubaza mwarimu ibibazo biri ku mpera y'ifishi.

Date of the visit/Itariki y'isura	DD/MM/YYYY/UMUNSI/UKWEZI/UMWAKA	/____/_____/____2017/
Start Time of the visit/Igihe cyo gutangiriraho	HH: MM/ISAHA:UMUNOTA 24-hour clock: 2pm=14:00/Koresha isaha ibara kugeza ku masaha 24, aho saa munani z'amanywa byandikwa gutya: 14h00.	/____/____ /: /____ /____ /
Enumerator name /Amazina y'umukarani w'ibarura: Enumerator code/ Kode y'umukarani w'ibarura:		/_____ / /_____ /

I. School and Teacher Identification/Ibiranga Ishuri na Mwarimu		
105. School name/Izina ry'Ikigo cy'amashuri		/_____/
106. School code/Kodi y'Ikigo cy'amashuri		/___ /___/___ /___ /__/__/__/
107. Group/Itsinda	1. Treatment/ Itsinda rikorerwaho ubushakashatsi 2. Control/ Itsinda rigereranywa n'irikorerwaho ubushakashatsi	/_____ /
108. Teacher's first name/Izina ry'idini rya mwarimu		/_____/
109. Teacher's family name/Izina ry'umuryango rya mwarimu		/_____/
110. Teacher's gender/Igitsina cya mwarimu	1. Male/Gabo 2. Female/Gore	/_____ /

II. Immediately Upon Arrival/Ukihagera			
200	What was the teacher doing <u>when you arrive</u> at the classroom?/*Ukihagera wasanze*	1. In the classroom, teaching the class/Yari mu ishuri yigisha 2. In the classroom, organizing the class/setting the agenda/ giving directions for test or homework/supervising a test/	/_____/

	mwarimu arimo gukora iki mu ishuri?	Yari mu ishuri, arimo gushyira ibintu ku murongo/akora gahunda/atanga amabwiriza ajyanye n'isuzumabumenyi cg umukoro wo mu rugo/akurikirana uko abanyeshuri bakora isuzumabumenyi. 3. In the classroom, disciplining students/Yari mu ishuri, ahana abanyeshuri. 4. In the classroom, doing paperwork/ Yari mu ishuri, hari ibyo yarimo gusoma no kwandika. 5. Marking exams or papers/ Yarimo akosora ibizami cg impapuro. 6. In the classroom, napping/reading/chatting with other teachers/ sitting idle while children play/ Yari mu ishuri, aruhuka/asoma/aganira n'abandi barimu/yicaye ntacyo akora abanyeshuri bakina 7. Out of classroom on a scheduled break/ Yari hanze mu karuhuko kagenwe. 8. Out of classroom for any other reason/Ntiyari mu ishuri ku mpamvu zindi 9. Not attending this class, because teaching another class at the same time/Ntiyari mu ishuri kuko yarimo yigisha irindi shuri yigisha icyarimwe n'iri. 10. Cannot find teacher/absent/ Sinashoboye kubona mwarimu/ntiyaje ku ishuri.	
201	Count the number of girls present in the class/Bara umubare w'abakobwa bari mu ishuri		/_____/
202	Count the number of boys present in the class/Bara umubare w'abahungu bari mu ishuri		/_____/

III. Lesson Observation/ Kwitegereza uko isomo ritangwa

CLASSROOM OBSERVATION SNAPSHOT: Every 4 minutes, take one minute and observe the class. Record what is happening during that minute. It is intended to be a snapshot of what was happening at that minute and not what took place over the whole 4 minutes.

Incamake y'ibyitegerejwe mu ishuri: *Buri minota 4, fata umunota umwe maze witegereze ibijyanye n'imyigishirize n'imyigire. Andika ibyabaye muri uwo munota. Iyi ni incamake y'ibyarimo kuba muri uwo munota umwe, ntabwo ari ibyabaye mu minota ine yose.*

T = Teacher / Mwarimu; I = Students / Abanyeshuri
1 = 1 student / Umunyeshuri; S = small group of students (10 or fewer) Itsinda rito ry'abanyeshuri (10 cg munsi yabo); L = large group of students (half of class / Itsinda ryagutse ry'abanyeshuri (Icya kabiri cy'ishuri); E = everyone / Buri wese

ACTIVITY / IGIKORWA		START / INTANGIRIRO	4TH MINUTE / UMUNOTA WA 4	8TH MINUTE / UMUNOTA WA 8	12TH MINUTE / UMUNOTA WA 14	16TH MINUTE / UMUNOTA WA 16	20TH MINUTE / UMUNOTA WA 20	24TH MINUTE / UMUNOTA WA 24	28TH MINUTE / UMUNOTA WA 28	32TH MINUTE / UMUNOTA WA 32	36TH MINUTE / UMUNOTA WA 36	40TH MINUTE / UMUNOTA WA 40	44TH MINUTE / UMUNOTA WA 44	48TH MINUTE / UMUNOTA WA 48
1. TEACHER OR VISITOR PRESENTS TO CLASS / MWARIMU CG UMUSHYITSI YIGISHAGA ABANYESHURI	**T**	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E
	I	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L
2. DISCUSSION / QUESTIONS AND ANSWERS / IBIGANIROMPAKA / IBIBAZO N'IBISUBIZO	**T**	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E
	I	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L
3. STUDENTS PRESENT TO CLASS / ABANYESHURI	**I**	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L
	T	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E

BASANGIZAGA ABANDI IBYO BAGEZEHO															
4. REPETITION OF FACTS FROM MEMORY / GUS UBIRAMO IBYO BAFASHE MU MUTWE	**T**	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E
	I	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L
5. PROJECT WORK / INTERACTIVE ACTIVITY / U MUKORO KU MUSHINGA / KUNGURANA IBITEKEREZO	**T**	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E
	I	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L
6. SILENT SEAT WORK / BAKORA UMUKORO BUCECE BICAYE	**T**	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E
	I	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L
7. COPYING / BA FATA NOTE	**T**	1 S L	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E	1 S L E
	I	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L

8. INSTRUCTION FOR ACTIVITIES / ASSIGNMENTS / AMABWIRIZA AJYANYEN'IMYITOZO / IMIKORO	**T**	1 E	S	L	1 E	S	L	1 E	S	L	1 L	S	E	1 L	S	E	1 L	S	E	1 E	S	L	1 L	S	E	1 E	S	L	1 L	S	E	1 L	S	E	1 L	S	E
	I	1 L	S	L	1 L	S	L	1 L	S	L	1 L	S	L	1 L	S	L	1 L	S	L	1 E	S	L	1 L	S	L	1 L	S	L	1 L	S	L	1 L	S	L	1 L	S	L
9. TEACHER / STUDENTS UNINVOLVED / MWARIMU / ABANYESHURI NTACYO BARIMO GUKORA	**T**	1 E	S	L	1 E	S	L	1 E	S	L	1 L	S	E	1 L	S	E	1 L	S	E	1 E	S	L	1 L	S	E	1 E	S	L	1 L	S	E	1 L	S	E	1 L	S	E
	I	1 L	S	L	1 L	S	L	1 L	S	L	1 L	S	L	1 L	S	L	1 L	S	L	1 E	S	L	1 L	S	L	1 L	S	L	1 L	S	L	1 L	S	L	1 L	S	L
10. CLASSROOM MANAGEMENT / ORGANIZING ACTIVITIES *(passing out papers, putting away materials, etc)./* **GUSHYIRA KU MURONGO ISHURI / GUTUNGANYA IBIKORWA**	**T**	1 E	S	L	1 E	S	L	1 E	S	L	1 L	S	E	1 L	S	E	1 L	S	E	1 E	S	L	1 L	S	E	1 E	S	L	1 L	S	E	1 L	S	E	1 L	S	E

(gutanga impapuro, gushyira ku ruhande ibikoresho n'ibindi)														
	I	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L	1 S L
11. TEACHER OUT OF THE ROOM / MWARIMU ARI HANZE	**T**	T	T	T	T	T	T	T	T	T	T	T	T	T

IV. After classroom observation/Nyuma yo kwitegereza imyigishirize n'imyigire			
	What type of activities did you observe in classroom? /Ni ibihe bikorwa witegereje mu ishuri?	1. Curricular activities (e.g: entrepreneurship class, exam/quiz ……) ***Go to 300/*** *Ibikorwa bijyanye n'integanyanyigisho (Urugero: isomo ryo guhanga umurimo, ikizami/isuzumabumenyi…)* **Jya kuri 300** 2. Non-curricular activities (e.g: time for students to work on creating their businesses, jobs, products, or something else) ***Go to 606/*** Ibikorwa bitajyanye n'integanyanyigisho (Urugero: igihe gihabwa abanyeshuri kugira ngo bahange imishinga, imirimo, ibikorwa by'ubucuruzi cg ikindi kintu) **Jya ku cyiciro cya 606**	/_____/

300. During the observed class period, did you observe any of the following activities*? Please check all that apply/***Mu gihe warimo witegereza ibibera mu ishuri, hari bimwe muri ibi bikorwa wabonye?** *Hitamo ibyo wabonye byose*

- ☐ Students participated in interactive learning activities/ Abanyeshuri bitabiriye ibiganiro nyunguranabitekerezo bijyanye n'isomo
- ☐ Students complete activities in small groups/Abanyeshuri bakoze imyitozo mu matsinda mato
- ☐ Students worked time to work independently/Abanyeshuri bakoze imyitozo ari bonyine
- ☐ Students presented their work to the class or to a small group/Abanyeshuri basangije ishuri ryose/itsinda rito ibyo bakoze
- ☐ Students used books in class/Abanyeshuri bakoresheje ibitabo mu ishuri
- ☐ Teacher referred to or discussed portfolio work/Umwarimu yabwiye cg yaganirije abanyeshuri ibijyanye no gukora imirimo itandukanye uri umwe
- ☐ Teacher took students outside the classroom for an activity/Umwarimu yajyanye abanyeshuri gukorera hanze
- ☐ Teacher dictated information for students to copy in their notebooks/Umwarimu yasomeye abanyeshuri ibyo bandika mu makaye yabo
- ☐ Teacher provided feedback on student presentations/Umwarimu yagize icyo avuga ku byo abanyeshuri basangije bagenzi babo

301. Did the teacher assign work to be included in students' portfolio or assign a portfolio assignment? /Ese hari imirimo mwarimu yatanze igomba gushyirwa mu bigaragaza uko umunyeshuri agenda atera imbere mu myigire cyangwa ngo atange umukoro ugaragaza uko umunyeshuri agenda atera imbere mu myigire ye

- ☐ No/Oya
- ☐ Yes, they mentioned it verbally/Yego, babivuzeho mu magambo
- ☐ Yes, they wrote it on the board/Yego, babyanditse ku kibaho
- ☐ Other/Ibindi: ____

302. Did the teacher display any student work around the classroom? /Ese mwarimu yerekanye umukoro w'umunyeshuri mu ishuri ryose?

- ☐ No/Oya
- ☐ Yes, but no evidence provided/Yego, ariko nta gihamya yatanzwe
- ☐ Yes, student work displayed visibly but none was related to entrepreneurship/Yego, umukoro w'umunyeshuri werekanywe ku buryo bugaragara ariko nta n'umwe wari ujyanye n'isomo ryo guhanga umurimo
- ☐ Yes, entrepreneurship-related work displayed on board or other visible area/Yego, umukoro ujyanye n'isomo ryo guhanga umurimo werekanywe ku kibaho cg ahandi hantu hagaragara.

303: How was the classroom physically structured? /Abanyeshuri bari bicaye gute mu ishuri?

- ☐ Students sat in rows and/or faced the teacher/Abanyeshuri bari bicaye ku mirongo kandi/cyangwa bareba mwarimu
- ☐ Students stood/sat in one big circle/ Abanyeshuri bari bahagaze/bicaye ku ruziga rumwe
- ☐ Students stood/sat in small groups facing each other, but did not move their desks/Abanyeshuri bari bahagaze/bari bicaye mu matsinda mato mato barebana, ariko batimuye pipitire zabo
- ☐ Students moved desks to face each other together only during group work/Abanyeshuri bimuye pipitire zabo kugira ngo barebane bari mu mirimo mu matsinda gusa
- ☐ Students' desks were grouped so students faced each other throughout the entire class/Pipitire z'abanyeshuri zapanzwe ku buryo abanyeshuri barebana mu gihe cyose bari muri iri somo

304: What learning aids did teachers use or refer to during the class? /Ni izihe mfashanyigisho abarimu bakoresha cyangwa bavuzeho mu gihe barimo bigisha

- ☐ None/Ntazo
- ☐ Student Portfolios /Ibyerekana ko abanyeshuri barimo gutera imbere mu myigire
- ☐ Present boards/Ibibaho bihari
- ☐ Visual aids related to the lesson/Imfashanyigisho bareberaho zijyanye n'isomo
- ☐ Worksheets or other handouts/Impapuro zanditseho cyangwa ibindi bintu baha abanyeshuri
- ☐ Other: Specify/Ibindi: Sobanura

305: Did the teacher refer to or mention student business clubs during today's class?/Ese mwarimu yavuze cyangwa yakomoje kuri club z'imishinga y'abanyeshuri?

- ☐ Yes/Yego
- ☐ No/Oya

306: If the class used group work, how did the teacher support the students? /Niba mu isomo harakoreshejwe imirimo mu matsinda, ni gute mwarimu yafashije abanyeshuri

- ☐ Standing by/did not engage/Kwihagararira/Ntabwo yagize icyo abafasha
- ☐ Moved throughout classroom, listening to group discussions but not speaking/Yagendagendaga mu ishuri, yumva ibiganiro byakorerwaga mu matsinda ariko atagize icyo avuga
- ☐ Moved throughout classroom, engaged with 1 group only/Yagendagendaga mu ishuri, avugana n'itsinda rimwe gusa
- ☐ Moved throughout classroom, engaged with many groups/Yagendagendaga mu ishuri, avugana n'amatsinda menshi
- ☐ Moved throughout classroom, engaged with many groups, encouraged quiet students to speak up./Yagendagendaga mu ishuri, ashishikariza abanyeshuri batavuga kuvuga
- ☐ The class did not include group work/Isomo ntabwo ryarimo imirimo mu matsinda

308: If students presented, did: (choose all that apply)/Niba abanyeshuri barerekanye ibyo bakoze, ese (hitamo ibisubizo bikwiye)

- ☐ Only 1 student presented on behalf of 1 group/Umunyeshuri umwe niwe werekanye ibyavuye mu itsinda yari ahagarariye
- ☐ Students presented on behalf of more than 1 group/Abanyeshuri berekanye ibyavuye mu matsinda bahagarariye amatsinda arenze rimwe
- ☐ The teacher responded to student presentations by emphasizing key points/Mwarimu yagize icyo avuga ku byagaragajwe n'abanyeshuri ashimangira ingingo z'ingenzi
- ☐ The teacher asked questions of students presenters/Mwarimu yabajije ibibazo abanyeshuri berekanaga ibyavuye mu matsinda
- ☐ None of the above/Nta na kimwe muri ibi byo hejuru

309: Is the class an S4, S5, or S6 class? /Ese iri shuri ni iry'umwaka wa 4, uwa 5 cyangwa uwa 5?

- ☐ S4 (*skip to 307*)/Umwaka wa 4 (jya kuri 302)
- ☐ S5 (*skip to 313*)/Umwaka wa 5 (jya kuri 309)
- ☐ S6 (*skip to 319/* Umwaka wa 6 (jya kuri 309)

Did you observe any of the following teaching methods? ***Please check all that you observed.*** ***Please provide details on the topic.*** **/Wigeze ubona bumwe mu buryo bwo kwigisha bukurikira?** ***Hitamo ibisubizo byose by'ukuri. Tanga ibisobanuro bijyanye n'iyi ngingo***

☐ 307. Group Discussion/ Ibiganirompaka mu matsinda. Did the activity cover any of the following **topics**? *Check all that apply/Ese hari zimwe mu* ***ngingo*** *zikurikira zagiweho impaka? Hitamo ibisubizo byose by'ukuri.*

- ☐ Qualities of entrepreneurs/Ibiranga ba rwiyemezamirimo beza
- ☐ Solutions to community problems/Ibisubizo ku bibazo byugarije abaturage
- ☐ Types of work done in their communities/Ubwoko bw'imirimo ikorerwa aho batuye
- ☐ Employer values/Indangagaciro z'umukoresha

☐ 308. Research/ *Ubushakashatsi.*

Did the activity cover any of the following **topics**? *Check all that apply/ Ese hari zimwe mu* ***ngingo*** *zikurikira zakozweho ubushakashatsi? Hitamo ibisubizo byose by'ukuri*

- ☐ Visit RDB website and/or find out about business creation procedures/Gusura urubuga rwa murandasi rw'Ikigo cy'Igihugu gishinzwe iterambere mu Rwanda (RDB) no/cg kureba uburyo gutangiza ibikorwa by'ubucuruzi bikorwa
- ☐ Standards for business/Ubuziranenge bujyanye n'ibikorwa by'ubucuruzi

☐ 309. Case Study Discussion/*Ibiganirompaka bigamije gukemura ikibazo.*

Did the activity cover any of the following **topics**? *Check all that apply/ Ese hari zimwe mu* ***ngingo*** *zikurikira zagiweho impaka? Hitamo ibisubizo byose by'ukuri*

- ☐ Self and paid employment/Umurimo wihangiye kandi winjiza amafaranga
- ☐ Process of starting and operating businesses/Uburyo bwo gutangiza no gukora ibikorwa by'ubucuruzi
- ☐ Types of transactions and accounts/Ubwoko

☐ 310. Role Play/ *Agakino*

Did the activity cover any of the following **topics**? *Check all that apply/ Ese hari zimwe mu* ***ngingo*** *zikurikira zakozweho ikinamico? Hitamo ibisubizo byose by'ukuri*

- ☐ Substandard or poorly made products/Ibicuruzwa bidafite ubuziranenge cg bikoze nabi
- ☐ Marketing strategies/Ingamba zo kumenyekanisha ibikorwa by'ubucuruzi
- ☐ Employer selects people for work/Abakoresha bahitamo abakozi

☐ 311. Finance Practice/ *Umwitozo ku bijyanye n'imari.*

Did the activity cover any of the following **topics**? *Check all that apply/ Ese hari zimwe mu* ***ngingo*** *zikurikira zakozweho umwitozo? Hitamo ibisubizo by'ukuri*

- ☐ Interest on a business/project/Inyungu ku bikorwa by'ubucuruzi /imishinga
- ☐ Return on investment/Inyungu zikomoka ku ishoramari
- ☐ Sample loan application forms/Urugero

☐ 312. Teacher did not use any of these methods or cover these topics/Mwarimu ntiyigeze akoresha ubu buryo cg ngo akomoze kuri izi ngingo

☐ Business laws/Amategeko agenga ibikorwa by'ubucuruzi ☐ Handling pocket money/Gucunga amafaranga yo kwifashisha ☐ Goal Setting/Kugena intego mu buzima ☐ Challenges related to source of funding/Inzitizi zijyanye n'inkomoko y'inkunga ☐ Career Goals/Intego zijyanye n'umurimo uzakora ☐ Product ideas and how they will sell it/Ibitekerezo ku bikorwa by'ubucuruzi n'uburyo bizagurishwa ku isoko ☐ Other/Izindi: _____	☐ Visit Rwanda Standards Boards website/Gusura urubuga rwa murandasi rw'Ikigo cy'Igihugu gitsura ubuziranenge (RSB) ☐ Develop an interview and interview a person who runs a business/Gutegura ikiganiro no kuganira na rwiyemezamirimo ☐ Financial institution websites/Imbuga za murandasi z'Ibigo by'imari ☐ Other/Izindi: _____	bw'ibikorwa by'ubucuruzi na konti ☐ Other/Izindi: _____	☐ Paying for goods and services using cash vs. credit/Kwishyura ibicuruzwa cg serivisi hakoreshejwe uburyo bwa kashi cg bw'ideni ☐ Create new products resources/Guhanga umutungo mushya w'ibicuruzwa ☐ Other/Izindi: _____	rw'Ifishi zuzuzwa hasabwa inguzanyo ☐ Payback credit for a loan/Kwishyura umwenda w'inguzanyo ☐ Writing sample source documents for financial transactions/Kwinjiza mu bitabo by'imari amakuru ajyanye n'ibikorwa by'ubucuruzi ☐ Other/Izindi: _____	
Did you observe any of the following teaching methods? ***Please check all that you observed. Please provide details on the topic./Hari ubwo wigeze ubona bumwe mu buryo bwo kwigisha bukurikira? Hitamo ibisubizo byose by'ukuri***					
☐ 313. Group Discussion/Ibiganiro mpaka mu matsinda Did the activity cover any of the following **topics**? *Check all that apply/ Ese hari zimwe mu **ngingo** zikurikira zagiweho impaka?Hitamo ibisubizo byose by'ukuri.* ☐ Sources of business ideas (11)/Inkomoko y'ibitekerezo byerekeye ubucuruzi	☐ 314. Research/Ubushakashatsi Did the activity cover any of the following **topics**? *Check all that apply/ Ese hari zimwe mu **ngingo** zikurikira zakozweho ubushakashatsi? Hitamo ibisubizo byose by'ukuri* ☐ Meaning of business, business idea, and business opportunity (11)/Ibisobanuro by'ubucuruzi, igitekerezo cyerekeye	☐ 315. Case Study Discussion/Ibiganiro mpaka bigamije gukemura ikibazo Did the activity cover any of the following **topics**? *Check all that apply/ Ese hari zimwe mu **ngingo** zikurikira zagiweho impaka? Hitamo ibisubizo byose by'ukuri*	☐ 316. Role Play/Ikinamico Did the activity cover any of the following **topics**? *Check all that apply/ Ese hari zimwe mu **ngingo** zikurikira zakozweho ikinamico? Hitamo ibisubizo byose by'ukuri* ☐ Making contracts (12)/Gukora kontaro	☐ 317. Finance Practice/Umwitozo ku bikorwa by'imari Did the activity cover any of the following **topics**? *Check all that apply/ Ese hari zimwe mu **ngingo** zikurikira zakozweho umwitozo? Hitamo ibisubizo by'ukuri*	☐ 318. Teacher did not use any of these methods or cover these topics/Umwarimu ntiyigeze akoresha ubu buryo cg ngo akomoze kuri izi ngingo

☐ SWOT analysis of business ideas (11)/Isesengura rigaragaza imbaraga n'intege nke ku bitekerezo byerekeye ubucuruzi ☐ Contracts (12)/Kontaro ☐ Resolving conflicts and disputes (12)/Gukemura impaka n'amakimbirane ☐ Principles of taxation (13)/Amahame yerekeye imisoreshereze ☐ Solving product problems (14)/Gukemura ibibazo byerekeye ibicuruzwa ☐ How and where to collect primary and secondary data (14)/Uburyo n'aho wakura amakuru ku bantu cg mu bitabo ☐ Business growth (15)/Iterambere ry'ubucuruzi ☐ Types of technologies (16)/Ubwoko bw'ikoranabuhanga ☐ Using ICT in business (16)/Ikoreshwa ry'ikoranabuhanga mu bucuruzi ☐ Roles within groups (17)/Inshingano z'abagize itsinda ☐ Effective communication methods (17)/Uburyo bunoze bwo guhanahana amakuru	ubucuruzi n'amahirwe yo gukora ubucuruzi ☐ Interview local residents about community needs (11)/Kubaza abaturage batuye ahantu runaka ibyo bakeneye ☐ Contracts (12)/Kontaro ☐ Defining tax, taxation, tax evasion, tax avoidance and tax shifting (13)/Gusobanura umusoro, isoreshwa, kunyereza imisoro, kugabanya ibisoreshwa no guhinduranya imisoro ☐ Principles of taxation, rights and obligation of tax payers (13)/Amahame agenga isoresha, uburenganzira n'inshingano z'abasora ☐ Taxes paid in Rwanda (13)/Imisoro itangwa mu Rwanda ☐ Tax system conditions, documents, advantages, and penalties (13)/Ibyangombwa bijyanye n'isoresha, inyandiko, ibyiza byo gusora n'ibihano byo kudasora ☐ Primary and secondary data (14)/Amakuru uhabwa na ba nyir'ubwite n'ayo wasomye mu bitabo ☐ Product provision at local market (14)/Kugeza ibicuruzwa ku isoko ry'imbere mu gihugu ☐ Factors helping or hindering business growth (15)/Ibintu bifasha cg bidindiza iterambere ry'ubucuruzi	☐ Situations where businesses make or did not make contracts (12)/Aho ubucuruzi bukorwa kuri kontaro n'aho bukorwa nta kontaro ☐ Types of taxes businesses pay (13)/Ubwoko bw'imisoro itangwa mu bucuruzi ☐ How businesses use research (14)/Uburyo ubushakashatsi bukoreshwa mu bucuruzi ☐ Business growth strategies (15)/Ingamba z'iterambere ry'ubucuruzi ☐ Failing or poorly performing businesses (15)/Ubucuruzi burimo guhomba cg bucumbagira ☐ Customer care services (17)/Serivisi zo gufata neza abakiriya ☐ Conformity assessment cases (23)/Ibijyanye no gusuzuma ko ibyangombwa bisabwa mu bucuruzi byuzuye	☐ Tax compliance (13)/Kwitabira gutanga imisoro ☐ Listening strategies (17)/Ingamba zo kumva ☐ Different roles of people (17)/Inshingano zinyuranye z'abantu ☐ Customer service (17)/Gufata neza abakiriya ☐ Recruitment and selection process (17)/Itangwa ry'akazi n'uburyo bwo guhitamo abakozi ☐ Using documents in buying and selling (18)/Gukoresha inyandiko ugura cg ugurisha ☐ Labor code scenarios (21)/Uburyo butandukanye buteganywa n'itegeko rigenga umurimo ☐ Leadership styles (22)/Uburyo bwo kuyobora	☐ Calculating taxes (13)/Kubara imisoro ☐ Making a budget (19)/Gutegura ingengo y'imari ☐ Finding errors in accounting books (20)/Kubona amakosa mu bitabo by'ibaruramari	

☐ Applications and CVs (18)/Gusaba akazi no kwandika umwirondoro ☐ Saving money (19)/Kuzigama amafaranga ☐ Rights and responsibilities (21)/Uburenganzira n'inshingano ☐ Leadership styles appropriate for situations (22)/Uburyo bwo kuyobora buboneye mu bihe bitandukanye	☐ How local businesses use technologies (16)/Uburyo ubucuruzi bw'imbere mu gihugu bukoresha ikoranabuhanga ☐ Choosing appropriate technologies (16)/Guhitamo ikoranabuhanga riboneye ☐ ICT tools (16)/Ibikoresho by'ikoranabuhanga ☐ E-commerce/online businesses (16)/Ubucuruzi bukoresha ikoranabuhanga ☐ Documents used for business (17)/Inyandiko zikoreshwa mu bucuruzi ☐ Jobs and job descriptions (18)/Akazi n'ibikaranga ☐ Telecommunication methods (18)/Uburyo bwo guhanahana amakuru abantu batari kumwe ☐ Organizing business documents and other information (18)/Gutunganya inyandiko zerekeye ubucuruzi n'andi makuru ☐ Accounting methods and books (20)/Uburyo n'ibitabo by'ibaruramari ☐ Conformity assessments in business (23)/Gusuzuma ko ibyangombwa by'ubucuruzi byuzuye				

	Did you observe any of the following teaching methods? ***Please check all that you observed. Please provide details on the topic./Hari ubwo wigeze ubona bumwe mu buryo bwo kwigisha bukurikira? Hitamo ibisubizo byose by'ukuri***					

☐ 319. Group Discussion/ Ibiganiro mpaka mu matsinda Did the activity cover any of the following **topics**? *Check all that apply/ Ese hari zimwe mu **ngingo** zikurikira zagiweho impaka? Hitamo ibisubizo byose by'ukuri.* ☐ Socio-economic developmeht: changes students would like to see in locality (Unit 1) ☐ Environment impact assessment (EIA): Creating EIA report (Unit 2)/Isesengurangaruka ku bidukikije: Gukora raporo y'isesengurangaruka ku bidukikije/Isomo rya 2 ☐ Environment impact assessment: Roles of stakeholders (Unit 2)/Isesengurangaruka ku bidukikije: Inshingano z'abafatanyabikorwa (Isoma rya 2)	☐ 320. Research/ Ubushakashatsi Did the activity cover any of the following **topics**? *Check all that apply/ Ese hari zimwe mu **ngingo** zikurikira zakozweho ubushakashatsi? Hitamo ibisubizo byose by'ukuri* ☐ Socio-economic development: Negative effects of economic activities on the environment (Unit 1)/Iterambere ry'imibereho myiza n'ubukungu: Ingaruka mbi z'ibikorwa by'ubukungu ku bidukikije (Isomo rya 1) ☐ Financial markets: research on different types of financial markets (Unit 4) ☐ Stock Control: Procurement process (Unit 6)/Kugenzura ububiko: Uburyo amasoko atangwa (Isomo rya 6)	☐ 321. Case Study Discussion/Ibiganiro mpaka bigamije gukemura ikibazo Did the activity cover any of the following **topics**? *Check all that apply/ Ese hari zimwe mu **ngingo** zikurikira zagiweho impaka? Hitamo ibisubizo byose by'ukuri* ☐ Role of Entrepreneurship in Social Economic Development: Industry contribution to environmental/social issues (Unit 1)/Uruhare rwo guhanga imirimo mu iterambere ry'imibereho myiza n'ubukungu: Uruhare rw'Inganda mu bibazo bibangamira ibidukikije n'imibereho myiza (Isomo rya 1) ☐ Teams Analyze sample EIA Reports (Unit 2) ☐ Financial Statement: Preparation of Profit – Loss statement	☐ 322. Role Play/Ikinamico Did the activity cover any of the following **topics**? *Check all that apply/ Ese hari zimwe mu **ngingo** zikurikira zakozweho ikinamico? Hitamo ibisubizo byose by'ukuri* ☐ Customs procedures (Unit 3)/Amabwiriza agenga ibikorerwa kuri gasutamo (isomo rya 3) ☐ Business plan for an enterprise: Pitching a business plan (Unit 12)/Gahunda y'ibikorwa y'umushinga: gutangiza gahunda y'umushinga (Isomo rya 12) ☐ Stock Control: Procurement process (Unit 6)// Kugenzura ububiko: Uburyo amasoko atangwa (Isomo rya 6) ☐ Work habits and behavior: Demonstration of interview techniques (Unit 15)/Imyitwarire n'imigenzereze mu kazi: Kwerekana	☐ 323. Debate Did the activity cover any of the following **topics**? *Check all that apply/ Ese hari zimwe mu **ngingo** zikurikira zakozweho ikinamico? Hitamo ibisubizo byose by'ukuri* ☐ Customs procedures: Import and export of goods and services in Rwanda (Unit 3)/Amabwiriza agenga ibikorwa bya gasutamo: Uburyo bwo gutumiza kohereza ibicuruzwa na serivisi hanze bikorwa mu Rwanda (Isomo rya 3)	☐ 324. Finance/ Business Practice Activity Umwitozo ku bikorwa by'imari Did the activity cover any of the following **topics**? *Check all that apply/ Ese hari zimwe mu **ngingo** zikurikira zakozweho umwitozo? Hitamo ibisubizo by'ukuri* ☐ Operational Business Plan for an Enterprise: Marketing Plan (Unit 9)/Gahunda ihamye y'ibikorwa by'umushinga: Gahunda yo kumenyekanisha ibicuruzwa (Isomo rya 9) ☐ FInancie Statement: Cash Flow Statement (unit 5) ☐ Operational Business plan for an Enterprise: Production plan (unit 8)/Gahunda ihamye y'ibikorwa by'umushinga: Gahunda yo gukora	☐ 325. Teacher did not use any of these methods or cover these topics/Umwarimu ntiyigeze akoresha ubu buryo cg ngo akomoze kuri izi ngingo AND ☐ Games: ☐ Customs procedures: Simulation game on the process of exportation and importation of goods IUnit 3) ☐ Financial markets: simulation game of stock exchange (Unit 4) ☐ Work habits and behaviour: respond to emergencies (Unitl 11

☐ Financial markets: procedures and rules for joining Rwanda Stock Exchange (Unit 4) ☐ Operational Business plan for an Enterprise: Business operations risk assessment (unit 8)/Gahunda ihamye y'ibikorwa by'umushinga: XXYY (Isomo rya 9) ☐ Operational Business plan for an Enterprise: Business operations action plan (unit 8)/Gahunda ihamye y'ibikorwa by'umushinga: XXYY (Isomo rya 9) ☐ Quality assurance and quality compliance in business: Application of metrology in business activities (Unit 10)/Kwita no kubahiriza ibijyanye n'ubuziranenge: Kwita ku bipimo ngenderwaho mu bikorwa by'umushingan(isomo rya 10)		(Unit 5)/Inyandiko igaragaza ishusho y'umutungo: Gutegura inyandiko igaragaza inyungu n'igihombo (Isomo rya 5) ☐ Financial Statement: Preparation of a Balance sheet (Unit 5)/Inyandiko igaragaza ishusho y'umutungo: Gutegura ishusho y'umutungo/bila (Isomo rya 5) ☐ Stock Control: Calculate Value of Stock (Unit 6) ☐ Quality assurance and quality compliance in business: Loopholes (Unit 9)	uburyo ibiganiro byo guhitamo abakozi bikorwa (Isomo rya 15) ☐		ibikorwa (Isomo rya 9) ☐ Business plan for an enterprise: Business Plan (Unit 7)/Gahunda y'ibikorwa by'umushinga: Gahunda y'ibikorwa (Isomo rya 7) ☐ Work habits and behaviour: Writing a CV and application letter (Unit 11)/Imyitwarire n'imigenzereze mu kazi: Kwandika umwirondoro n'ibaruwa isaba akazi (Isomo rya 11) ☐	

☐ Work habits and behaviour: Identify workplace hazards (Unitl 11)						

606. End Time of the visit /Igihe isura ryasorejweho	HH : MM/ISAHA:IMINOTA 24-hour clock: 2pm=14:00 Koresha isaha ibara kugeza ku masaha 24, aho saa munani z'amanywa byandikwa gutya: 14h00. HH : MM/ISAHA:IMINOTA 24-hour clock: 2pm=14:00 Koresha isaha ibara kugeza ku masaha 24, aho saa munani z'amanywa byandikwa gutya 14h00.	/_____/____ /: /_____ /____ /