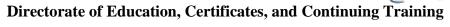
People's Democratic Republic of Algeria

Ministry of Higher Education and Scientific Research

Higher School for Teachers – Bou Saâda

The Mujahid General Ahmed Gaid Salah



Department of Teaching, Internships, and Evaluation

Interview Guide

(First Visit to the Host Institution)

| Training Institution: |
|------------------------------|
| Student's Full Name: |
| Specialization: |
| Profile: |
| |
| Training Teacher |
| Supervising Instructor: |
| Training Sections (classes): |
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| Academic Year: / |

| This guide includes the interview conducted with the principal (or a representative) of the host | | | | | | |
|--|--|--|--|--|--|--|
| institution and the trainee student. | | | | | | |
| A – Presentation of the Host Institution | | | | | | |
| 1. Institution Name | | | | | | |
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| •••••• | | | | | | |
| 2. Geographic Location | | | | | | |
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| 3. Date of Opening | | | | | | |
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| 4. Type of Institution: For Girls For Boys Mixed | | | | | | |
| B – Organizational Structure | | | | | | |
| Number of classrooms: Number of laboratories: Number of buildings: Cafeteria: Yes No Sports Hall: Yes No Computer Lab: Yes No Library: Number of books: Used by students: Yes No Rest Room: Auditorium: Number of seats: | | | | | | |

C – Pedagogical Profile

| Years | Number of groups | Number of girls | Number of repeaters | Total students |
|--|------------------|-----------------|---------------------|-----------------------|
| Year: | | | | |
| Total number of teachers Number of subject teache | | Femal Femal | | |
| D- Absenteeism (nu Students: Av | umber of absence | es): | Low | |
| Teachers: A Reasons for student abser | verage | | Low | |
| | ice: | | | |
| | | | | |
| | | | | |
| Reasons for teacher abser | nce: | | | |
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| E- Administrative staff card: | | | | | | |
|---|--|--|--|--|--|--|
| School Principal School Bursar principal/ headmaster | | | | | | |
| General supervisor Librarian Vice Principal | | | | | | |
| Lab Assistant Supervisors Supervisors | | | | | | |
| F– Cultural and Sports Activities: | | | | | | |
| Work: Good Approaching good With difficulty | | | | | | |
| Number of workshops: | | | | | | |
| Workshops conducted: | | | | | | |
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| | | | | | | |
| Awards: trophies Medals | | | | | | |
| G- Parents' Association: | | | | | | |
| Does it function: With Difficulty Approaching Good Good | | | | | | |
| Main activities: | | | | | | |
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| H– External Relations: - With the Directorate of Education: | | | | | | |
| - With Local Authorities: | | | | | | |
| - With Local Authornes. | | | | | | |
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| I- Behavior: | | | | | | |
| Teachers: Good Average Poor | | | | | | |
| Students: Good Average Poor | | | | | | |
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