



South Mansfield College

Supervised by: Southville International School and Colleges
Roman Cruz Ave. Soldiers Hills Village Muntinlupa City
Tel. Nos.: 862-3036 Telefax: 862-1976; Mobile Nos.: 0920-8512554/0905-3290798
Website: smc.edu.ph; Email Address: smc@smc.edu.ph



Flash Bulletin No. 7

April 03, 2020

Basic Ed Frequently Asked Questions (FAQs) on Online Classes

Q: Will attendance be checked in the online classes?

A: Homeroom Attendance—Advisers and DCs check the attendance of students. It is reflected on the Online Student Attendance Monitoring Sheet for each level.

Attendance is also checked through responses to e-mails, discussion board postings and assignment submissions or as long as they respond to course requirements by the day and time established by the instructor, they will meet the online attendance requirements

Q: What are the implications if I fail to attend the online classes?

A: Your academic routine will be disrupted, thus you will miss the opportunity to be equipped with the knowledge and skills as required in the curriculum.

Q: Will there be an available staff/teacher/officer who I could chat with if I have concerns?

A: Yes. You can email the K12 officers as well as the K12 teachers to answer your queries. You can also send your queries to the PR Office through email, Viber or Messenger.

Q: What happens if I start studying online then for health reasons I am required to self-isolate?

A: Our students' health and safety should be the priority. Please inform us immediately if you cannot participate in the online class due to health problems. We can discuss intervention programs for you as soon as you are ready to come back to online class.

Q: I am a graduating student; will graduation be held as scheduled?

A: Yes, graduation will be conducted as scheduled on June 8, 2020.

Q: If the suspension of classes gets extended, will summer classes be affected?

A: If suspension will be extended, online classes continue following the school calendar.

Q: How will I be given a grade in P.E. class if we are not doing physical activities?

A: PE classes and other special subjects are conducted online through video conferencing, required physical activities posted in MOODLE and recorded instructions.

Q: If class suspension gets extended and the comprehensive exam is supposed to be given in the classrooms, what is the contingency plan of the school?

A. Teachers will base the grades on all the learning output submitted by the students during the online classes.

Q: Do we need to be in uniform when we attend online classes?

A. You can still wear your uniform or any civilian clothes following SISC's dress code.

Q: Will the number of absences prior the quarantine be counted?

A. Students who get Perfect Attendance during online classes will be given recognized. This

Value of the Month: "Rigour: Mark of Excellence"

Value of the Week: "Aiming for Excellence"

Q: Will I be undertaking exams online? How will it be done?

A: Formative assessments through quizzes are given online to assess what students have learned. Assigned tasks such as worksheets and the like are also evaluated to assess learning.

Q: If class suspension gets extended and the exam is supposed to be given in the classrooms, what is the contingency plan of the school?

A: There will be a different computation of grades considering the output in online classes.

Q: Do we need to be in uniform when we attend online classes?

A: You can still wear your uniform or any civilian clothes following SMC's dress code.

Q: Will the number of absences prior the quarantine be counted?

A: Students who get Perfect Attendance during online classes will be recognized. This is to encourage students not to be absent during online classes.

Q: How can I have my research assessed through Turnitin if I could not go to the library? Can I submit it through email?

A: Your research teachers and advisers as well as the PASS coordinator have access to Turnitin. You can ask them for help so they can process your Turnitin.

Q: Will I still have access to the library when I study online?

A: Yes there are online resources available that you can utilize to help you with your references. Please check the online links in the SMC website.

Q. If I have more questions, who will I contact?

A: You may address your queries to your Division Coordinators. You may email them at gwen_faminalagao@southville.edu.ph, eunice_resurreccion@southville.edu.ph, amiel_yacon@southville.edu.ph, natalie_relampagos@southville.edu.ph. You also have mentors who you can approach anytime through on line channels.

Q. Who can I go to if I am feeling anxious or depressed at this time?

A: Online sponsorship is happening even if we are on quarantine. Please get in touch directly with your sponsor, homeroom adviser or counselor. If you need help in contacting him/her, your DC or the Adviser will help connect the two of you.

Value of the Month: "Rigour: Mark of Excellence"

Value of the Week: "Aiming for Excellence"