

A Whānau & Hāpori Mātauranga Logbook Template

A logbook template for capturing pūrākau, tohu, and mātauranga shared during wānanga and kōrero. Supports the recording of intergenerational insight, local climate observations, and ideas for action.

Guide for Using the Whānau & Hāpori Mātauranga Logbook Template




This logbook template is a living record for capturing mātauranga, pūrākau, tohu, and insights shared by whānau, hapū, and hāpori during hui, wānanga, and kōrero. It supports intergenerational learning, climate observation, and planning for collective action.

How to Use This Template









- 1. Use One Template per Hui / Wānanga / Kōrero**
 - Make a copy of this template **each time** a hui or wānanga is held.
 - Label the document clearly with the **date, location, and kaupapa**.
- 2. Appoint a Kaituhi (Recorder)**
 - Choose someone to take notes and complete the logbook during or after the hui.
 - Encourage others to contribute where needed, it's a collective kōrero.
- 3. Fill in All Sections**
 - Capture stories (pūrākau), observed signs in nature (tohu), mātauranga from kaumātua or others, and any concerns or proposed actions.
 - Use clear language and note who shared specific knowledge (with consent).
- 4. Include Visuals Where Possible**
 - Add maps, drawings, maramataka references, photos, or sketches to help make the kōrero visible.
- 5. Store and Share Safely**
 - Keep completed logbooks in a shared, secure location (digital or physical).
 - Consider how information is stored to respect tikanga and protect **mātauranga**.
- 6. Use for Reflection and Planning**
 - Revisit past logbooks to support decisions, planning, or further learning.
 - These records can inform climate adaptation planning.
- 7. Digital Tip:**

If using Google Docs or Microsoft Word:
Create a **folder** for all logbook entries.
Name each document with the **date and kaupapa** (e.g., "2025-07-22 Te Henga Wānanga Logbook").

Whānau & Hāpori Mātauranga Logbook Template

Section	Description
 Date & Time of Wānanga/Kōrero	E.g., 22 July 2025, 10:00 AM – 2:00 PM
 Location / Rohe	E.g., Te Henga, West Auckland
 Who Was Present?	List of whānau, hapū, and hāpori members present (names, roles, kaumātua, rangatahi, etc.)



 Pūrākau (Stories Shared)	Summarise pūrākau shared, including whakapapa, ancestral stories, or historical events connected to the whenua and wai.
 Tohu (Environmental Signs Noted)	Observations of tohu o te taiao (e.g., bird migration, weather patterns, flowering cycles, mahinga kai health)
 Mātauranga Shared	Knowledge passed down or shared from kaumātua or others — tikanga, maramataka, resource management, traditional practices.
 Key Insights & Intergenerational Learnings	What did we learn from each other? From elders to rangatahi, what knowledge was passed on?
 Issues or Concerns Raised	Any concerns related to climate, land, water, or community wellbeing.
 Ideas for Action	Practical next steps, follow-up wānanga, community actions, or projects to explore.
 Photos, Maps or Diagrams	Include sketches, photos of the whenua, or maramataka if relevant.
 Recorder / Kaituhi Name	Name of the person who took notes / recorded this log.

