

Monthly Progress Report<sup>i</sup>Progress Report

Report Number (Tick with a ✓)	1	2	3	✓	5	6
Student Name	H.P.A.L Pathirana					
Index Number/ Registration Number	18020526 / 2018is052					
Company Name	Pristine solutions (pvt) Ltd					
Internship Commencement Date	1/10/2021					
Reporting Period / Month	1/01/2022 – 31/01/2022					

Work Carried out during the reporting period

Week	Brief Description of the Work Carried Out
1	<p>The year started (3<sup>rd</sup> of January) with the New year welcome function which held as a physical function with the participation of every member of the company. From Tuesday onward we started to worked on the project that we have assigned.</p> <p>As a fresh start for the new year, it has scheduled 2 stand up meeting in every Tuesdays and Thursdays morning with the participation of the all PDS team members. The main aim of this stand-up meetings to report our daily updates with the team and get their feedbacks, comments to perform our daily task effectively.</p> <p>Continued the work of creating the user manual on Scanwell project. Below shows the main headings that I have covered related to the “Scanwell” during this week.</p> <ul style="list-style-type: none"> <li>• Reuse Process</li> <li>• Re-Export Job</li> <li>• Attached Sheet Procedure.</li> </ul> <p>At the end of the week, I have shared the covered worked related to the user manual with the Ms. Dilini to evaluate.</p>

	I wasn't able to work on Friday due to a Power cut.
2	<p>Done the updates on creating the user manual related to the Scanwell project after the evaluation done by the Ms. Dilini. Shared the current progress of the user manual with the internal team.</p> <p>Had the PDS team Stand-up meeting in Tuesday's and the Thursday's morning of the week. Presented my daily plans and got feedbacks on my planed tasks. Got to know details about the other's current working projects and about their daily updates.</p> <p>Had an internal meeting with Mr. Tharindu and Mis. Dilini to discuss about the new requiremts related to the Lakarcade company. Create a brief report base the meeting to validate the gathered requirements and shared the report with the internal members who are allocated to this project. (Mr. Tharindu, Mr. Thaveesha, Mis. Dilini)</p> <p>Had a review discussions base on shared Lakarcade requirements. Had to do some updates (Removing the Tour Guide Registration from the front-end Part (base on client's request))</p> <p>Completed the Scanwell "Re-Export" user manual documentation part and shared with MS. Dilini.</p> <p>Had a discussion with Mr. Tharindu to get more clarification and understand on the Lakarcade project.</p> <p>Started to work on Lakarcade SRS creating project. First worked on the Tour guide and Tour Operators selection process and create a small prototype to get the both parties to a common understand with the proposed solution.</p> <p>Had an internal discussion with Mr. Tharindu to confirm and evaluate the current update on the Lakarcade project.</p> <p>Friday (14/01/2022) was a public holiday.</p>
3	Monday (17/01/2022) was a public holiday and below are the things that I have carried during the rest four days of the week.

	<p>Had the Tuesday-Tuesday morning standup meeting with the PDS team to share the current progress of the individuals' assigned tasks.</p> <p>Had the first internal meeting with Mr. Vithushan, Mr. Tharindu, Mis. Dilini, Mr. Asanga to discuss about the new project on Harcourts. Created a brief document on the gathered requirements after the meeting. Had to follow up the recorded video related to the meetings and update the document.</p> <p>Worked on Lakarcade Project. To make it clear the process, update the progress and gather the new requiremtns it had to organized serval (3) internal discussion with MR. Tharindu related to this week.</p> <p>Worked on completing the Lakarcade prototype as it was a good medium to communicate with the client to validate the process. Had to update it time to time with the requiremtns changes happened from client side.</p> <p>Had to request the commission calculation process back from the Client as they have submitted an incomplete document related to the commission calculation. But from my end I worked on the commission calculation prototype base on the data first document, as only the algorithm needs to be changed and it is not going to happen impact to the prototyped level</p> <p>Complete the first stage of the Harcourts SRS. (Including the all the requirement gathered during the first meeting). There are 5 sub modules under Harcourts project.</p> <ol style="list-style-type: none"> <li>1. Purchase Request</li> <li>2. Inventory Transfer Request and Inventory Transfer</li> <li>3. Inventory Transfer Request</li> <li>4. Inventory Transfer</li> <li>5. Pay Out (A/P Invoice)</li> </ol> <p>Had an internal meeting with MS Dilini to evolve the SRS related to the Harcourts.</p> <p>I presented the current progress of the SRS to the Harcourts Internal Project team. The discussion was over by adding 3 more functionalities to the proposed system.</p>

4	<p>This week I had to prioritize the work related to the Harcourts and Lakarcade as the requirements was an urgent one. So, my work basically on creating the SRS doubts, Prototypes with UIs related to those 2 projects</p> <p>Participated to the PDS Tuesday-Thursday Stand up meetings and shared my daily plans with the team. Got some feedbacks from the supervisor on the Lakarcade project and followed the guidelines to make it efficient the process.</p> <p>Had 2 internal meeting with Mr. Tharindu to discuss and clear some tasks related the Lakarcade project. Had one internal meeting with Mr. Tharindu and Mr. Thaveesha to evolve the current progress of the Lakarcade SRS, Prototype and the UIs. Worked on the requested changes and updates.</p> <p>Worked on completing the SRS and the UIs of the Harcourts project base on 7 phases</p> <ol style="list-style-type: none"> <li>1. Purchase request</li> <li>2. Inventory Transfer Request and Inventory Transfer</li> <li>3. Pay out (Purchase Order)</li> <li>4. Good return</li> <li>5. POS Development- Add Expiry dates</li> <li>6. User login/Logout time SMS</li> <li>7. Stock availability alert in sales</li> </ol> <p>Had a discussion with Mr. Vithushan and check the things needs to be updated in Harcourts documents</p> <p>Done the update and share with MS. Dilini to validate it, then shared it with the Internal team.</p>
5	<p>This week included only with one day (31<sup>st</sup> of January)</p> <p>Had an internal meeting with Mr. Vithushan, Mr. Tharindu, Miss. Dilini, Miss Dilushka about the Harcourts document review.</p> <p>Identified some places where it needs to be update within the completed document</p> <p>Worked on completing the document and shared it with the team</p>

**Problems Encountered**

On 07/01/2021 (Friday) had to face an unexpected power cut during the working hours. It didn't do any negative effect to my work, as I was managed to complete the task related the Friday during the week-ends.



**Planned work that were unable to carry out during the reporting period with reasons**

None

**To be filled by the Placement Officer/Manager/Supervisor**

Name of the placement officer/manager	Akila Sajith Kumar		
Contact Number of the placement officer/Manager	(+94) 76 0969524 , (+94) 771510709		
Leave Record	No of Approved Leave <input type="text" value="0"/>  No of unapproved Leave <input type="text" value="0"/>	Days	
Student has done	<input type="checkbox"/> More <input checked="" type="checkbox"/> Sufficien <input type="checkbox"/> Not <input type="checkbox"/> N	Work for the reporting period	
Student is progressing	<input checked="" type="checkbox"/> Well ahead <input type="checkbox"/> Sufficien <input type="checkbox"/> Not Enough		
Further Comments (if any)			

UCSC-UG-Internship 2021- Monthly Progress Report

	
<b>Student's Signature</b>	<b>Placement Officer/Supervisor's Signature</b>

---

<sup>i</sup> Monthly progress report should be approved and signed by the Placement Supervisor at the end of each month. This should be attached to the final internship report that should be submitted to the UCSC at the end of the Internship. Please note that the intern should at least submit five (5) monthly progress reports at the end of their internship.