

# Monthly Work Report

Comprehensive overview of achievements in migration, automation, infrastructure optimization, and strategic planning.

# Four Weeks of Progress

## Week 1: Remote Setup

Billing coordination, CRM research, domain management

1

## Week 3: E-commerce Focus

Platform development, lead generation, tool integration

3

## Week 2: Office Collaboration

Team meetings, product planning, automation proposals

2

## Week 4: Onsite Execution

Regular office work, project implementation

4

15

**Products Finalized**

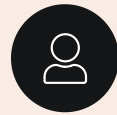
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**Platforms Managed**

6

**Tools Mastered**

# E-commerce & Lead Generation



## Lead Generation

1000+ China consultants identified across 24 sectors.  
2000+ leads for ArabDreams compiled.



## Salla Platform

Complete product research, supplier coordination, and logistics planning finalized.



## AT-bulk WhatsApp

Custom bulk outreach app developed for campaigns with automation capabilities.

NOVEMBER: CLOUD MIGRATION

# Microsoft 365 Migration

**80+**

**Users Migrated**



## Microsoft Teams

Real-time messaging and video conferencing across departments.

**1TB**

**Storage Per User**



## OneDrive Storage

1TB per user with automatic laptop backups and cross-device sync.

**\$88**

**Cost Savings**

# Security & VPN Infrastructure

## VPN Implementation

Deployed secure VPN using Huawei cloud server with OpenVPN. Supports unlimited users and devices at ~\$15/month—significantly cheaper than typical \$10+/user plans.

## Cybersecurity Measures

Implemented comprehensive disaster recovery plans, data access protocols, and backup strategies across all systems.



DECEMBER

# December: Migration & Automation

1

## ArabDreams Migration

Full user migration from Google Sheets and WhatsApp backup. Solved OneDrive linking issues.

2

## AWS Cleanup

Audited EC2, Cloudflare, RDS, S3. Migrated sites to Render/Tela. Saved ~\$150/month (513 SAR).

3

## Automation Tools

Developed Activity Filter, Output Comparison, Number Filter & Presenter tools for productivity.



DECEMBER: IMPACT

# Cost Savings & Achievements

**~\$150**

**AWS Monthly Savings**

**2K+**

**SAR/Month Recovery**

**5x**

**Productivity Increase**

- **Google Workspace Optimization**

Transitioning to cost-effective plans. Estimated savings: 1,500-1,800 SAR/month after full migration.

- **Tax Optimization**

Switching IT invoices to Saudi VAT addresses for reclaim. Zoho: 7,000 INR with 18% VAT claimable.

# Future Plan

01

## Complete Migration

Finish in background; remove redundant storage; document recovery plan.

02

## IT & Address Fixing

Correct VAT, GST, domain registrations, and service accounts.

03

## VPN Optimization

Switch to Oracle VPN for free tier potential and cost savings.

04

## MVP Structured Plan

Convert MVP into demo-ready website with phased implementation.

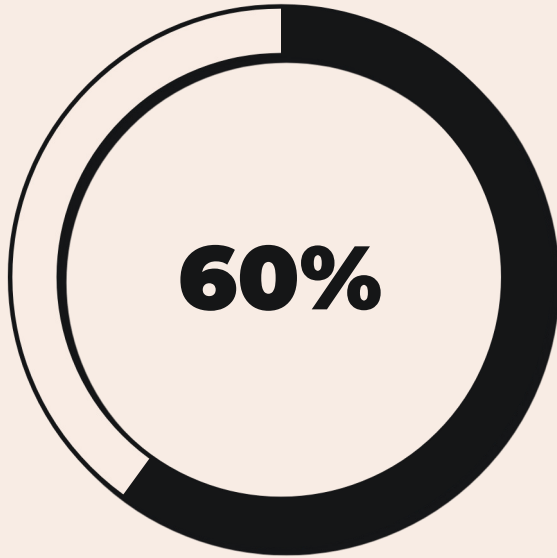
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## Cybersecurity & Compliance

PDPL compliance, NC compliance, incident response protocols.

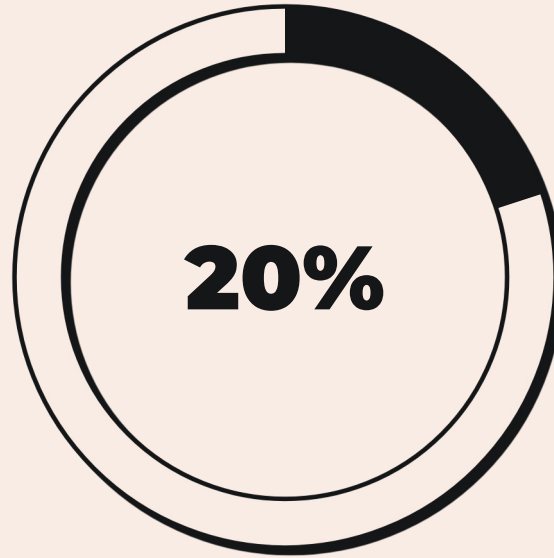


# Future Plan: Focus Distribution



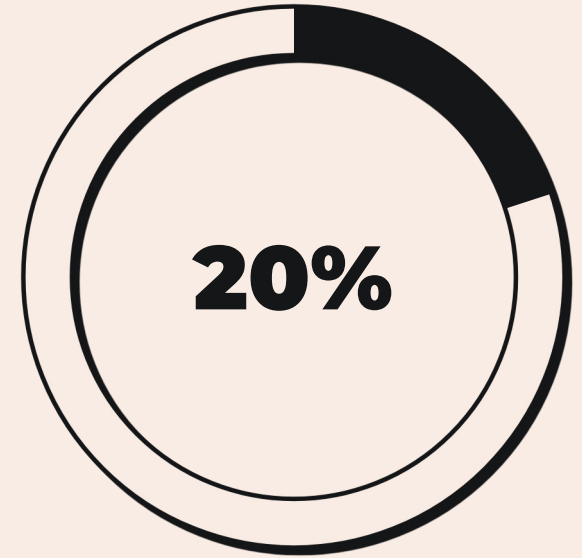
## Code7 Main

MVP, cybersecurity, technical  
improvements



## Code7 Mid-tier

Workspace optimization, operational  
fixes



## ArabDreams

Automation, assistance, dependency  
reduction

# Code7 Strategic Execution Plan

Timeline & Focus for Sustainable Growth - A comprehensive roadmap across three verticals.

<b>Code7 Main</b>  Software development, MVP services for incubation companies, cybersecurity (NCA, PDPL, VAPT)	<b>Code7 Mid</b>  Revenue-supporting: static websites, digital marketing, CRM setup	<b>Code7 Academy</b>  Students execute real client work, freeing senior resources for strategy
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## Code7 Main: Five Focus Areas

- **Software Development**

Custom solutions for healthcare, compliance, and high-demand domains.
- **Own Product & MVP Services**

Build internally first, then hire after validation. Support startups with end-to-end MVP development.
- **Indian Collaborations**

Partner with proven Indian startups to localize for Saudi market.
- **Cybersecurity Services**

NCA & PDPL compliance, VAPT (healthcare focus), progressive expansion to network/cloud security.