**Student Progress Report**

The purpose of this form is to maintain a brief memo of student’s progress and supervisor reviews. The supervisor who monitors the student's performance during this period should fill out the form and mail this form to the UCSY supervisor or place it in a sealed enveloped and give it to the student to bring it back to the UCSY.

Company/Organization Name: BizLeap

Student Name : Ye Min Ko

**Student’s daily activities Record**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No** | **Date** | **Assigned Tasks/ Description of work** | **Completion status** | **Remarks** |
| **1.** | **4.6.2018** | **Office Holiday** |  |  |
| **2.** | **5.6.2018** | **I attended the meeting.**  **I tested on BizLeap SND software.**  **I did refactoring and error fixing for assignment five and six.** | **Yes** |  |
| **3** | **6.6.2018** | **I attended the meeting.**  **I tested on BizLeap SND software.**  **I did refactoring and error fixing for assignment six and seven.**  **I did training assignment eight.** | **Yes** |  |
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**Supervisor’s Comment**

Please comment on the intern’s work during this period

Supervisor Name :

Signature :

Date :

Title and contact :