

**On-the-Job Training (OJT) Documentation**

**Trainee Name:** David Bryan B. Candido

**OJT Period:** June 30, 2025 – August 1, 2025

**Organization:** LGU Barangay New Kalalake

**Area of Focus:** Web Development - Barangay Management System

**Week 1: Foundations and Initial System Conception (June 30 - July 4, 2025)**

- **June 30, 2025:**
  - Initiated OJT with administrative tasks, primarily focusing on file to improve file accessibility.
- **July 1, 2025:**
  - Continued comprehensive file sorting and organization.
  - Received core project assignment: Development of a Barangay Management System. Key functionalities outlined included:
    - Management of Lupon Tagapamayapa cases.
    - Streamlined issuance of various Barangay Certificates.
    - Resident record keeping.
- **July 2, 2025:**
  - Day dedicated to self-study and preliminary research related to system requirements and potential technologies.
- **July 3 - July 4, 2025:**
  - **Planning Phase:** Conducted initial brainstorming and functional requirement gathering for the Barangay Management System.
  - **Technical Problem Resolution:** Addressed and resolved various technical environment setup issues (e.g., software installations, development environment configurations) crucial for project commencement.

**Week 2: Role Definition and System Design (July 7 - July 11, 2025)**

- **July 7, 2025:**
  - Continued detailed planning, outlining specific features and user flows for the assigned modules of the system.
- **July 8, 2025:**
  - **Role Allocation:** Designated as the primary developer for the **Front Desk Module**.
    - **Key Responsibilities:** Implementing features for certificate generation and comprehensive resident record management.
    - Collaborated with fellow OJT trainee responsible for the Lupon Tagapamayapa module, ensuring system integration considerations.
- **July 9 - July 10, 2025:**
  - **System Flow Design:** Developed detailed system flow and user journey maps for the Front Desk module. This included defining:
    - User authentication processes.
    - Resident data entry and retrieval workflows.
    - Certificate request and generation pathways.
- **July 11, 2025:**
  - **UI Design - Dashboard Page:** Commenced and completed the initial User Interface (UI) design for the main Dashboard page, focusing on intuitive navigation and a clear overview of key information for front desk personnel.

**Week 3: Core UI Development and Database Integration (July 14 - July 18, 2025)**

- **July 14 - July 15, 2025:**

- **UI Design - Resident Page:** Designed the User Interface for the Residents Management page.
  - **Database Table Design:** Developed the corresponding database table schema for resident information, including fields for personal details, contact information, and business details (if applicable).
  - **Modal Integration:** Designed and implemented modals for adding, editing, and viewing resident profiles to enhance user experience.
- **July 16 - July 17, 2025:**
  - **UI Design - Certificate Page:** Designed the User Interface for the Certificate Issuance page, including various sections for different certificate types.
  - **Modal Integration:** Implemented specific modals for generating and previewing different types of barangay certificates (e.g., Certificate of Indigency, Barangay Residency).
- **July 18, 2025:**
  - **Modal Expansion & UI Refinement:** Integrated additional modals across the system to streamline user interactions for various data inputs and confirmations.
  - **Certificate Page UI Update:** Performed significant UI updates on the Certificate page to simplify the user workflow and improve overall clarity.

#### Week 4: UI Enhancements and Initial Functionality (July 21 - July 25, 2025)

- **July 21, 2025:**
  - **System-wide UI Updates:** Applied consistent UI refinements across all developed pages (Dashboard, Residents, Certificates) to ensure a cohesive look and feel.
  - **Resident Profile Feature:** Developed a dedicated Resident Profile view within the Residents page, allowing for detailed display of individual resident information.
- **July 22 - July 23, 2025:**
  - **Further UI Refinements:** Continued iterating on UI designs based on feedback and usability considerations.
  - **Temporary Backend & Functionality:** Implemented temporary backend scripts and integrated initial functionalities to connect the UI with data handling (e.g., displaying resident lists, basic form submissions).
- **July 24 - July 25, 2025:**
  - **Code Cleaning & Optimization:** Conducted a thorough review and refactoring of the codebase to improve readability, maintainability, and efficiency.
  - **Modal UI Update:** Enhanced the UI of existing modals, focusing on making them more visually appealing and user-friendly for a cleaner interaction experience.

#### Week 5: Feature Implementation and Finalization (July 28 - August 1, 2025)

- **July 28, 2025:**
  - **Resident Profile Transition:** Refactored the standalone Resident Profile page into a modal within the main Residents page, providing a more integrated and less disruptive user flow.
- **July 29, 2025:**
  - **UI Finalization:** Completed the User Interface for all primary modules: Dashboard, Residents Page, Certificate Page, and all associated modals, ensuring responsiveness and a polished appearance.
- **July 30, 2025:**
  - **Minor Feature Integration:** Implemented practical user experience enhancements, including:
    - Automatic calculation of age based on provided birth dates in resident forms.
    - Dynamic display and hiding of content fields (e.g., "Business Name" and "Business Address") based on user input (e.g., "Have a Business? Yes/No" radio button selection).
- **July 31, 2025**
  - **UI Update:** Revamped the UI for the Certificates table to improve readability and visual appeal.

- **Notification Integration:** Implemented a non-session-based toast notification system to provide immediate user feedback for a variety of actions.
- **Functionality Refinements:**
  - **Add Resident:** Integrated a success toast notification to confirm a successful new resident record submission.
  - **Edit Resident:** Integrated success toast notifications to confirm when resident profile updates are saved.
  - **Certificate Issuance:** Configured a success toast notification to display upon successful certificate generation.
- **System Logic:**
  - **Certificate Generation:** Corrected and finalized the backend logic for certificate generation to ensure proper data population and document creation.
  - **Display:** Fixed an issue where generated certificates were not properly displayed in the table, ensuring they are now correctly listed and accessible.
- **August 1, 2025:**

