


WEEK NO: 25

FOR THE WEEK ENDING		TRAINING MODE
Sunday: 27/07/2025		Physical
DAY	DATE	BRIEF DESCRIPTION OF THE WEEK CARRIED OUT
M O N D A Y	21/ 07	On leave – No work carried out.
T U E S D A Y	22/ 07	Continued development of the KPI Dashboard. Focused on implementing charts and data visualization for Internal Process, Learning and Growth, and Customer KPI sections using PHP and chart libraries.
W E D N E S D A Y	23/ 07	Performed error handling and final adjustments to KPI-related functions. Reviewed the logic and ensured all calculations and data outputs were accurate before finalizing.
T H U R S D A Y	24/ 07	Prepared and submitted the request letter to HR and IT for the internship service certificate. Met with supervisors to discuss completion status. Also resolved minor issues found in the hosted VIP Reservation System.
F R I D A Y	25/ 07	Final day of internship. Officially handed over project work. Met all relevant staff and supervisors to confirm project closure and acknowledge the conclusion of the internship.
S A T U R D	26/ 07	

A Y		
S U N D A Y	27/ 07	

DETAILS AND NOTES OF WORK CARRIED OUT, PROBLEMS ENCOUNTERED AND HOW SOLVED ETC., DIMENSIONS AND SKETCHES TO BE DIVEN WHEREVER POSSIBLE.	
<p>This week focused on continued development of the KPI Dashboard, including visual components and performance-related functions. Error handling and logic corrections were addressed to ensure accuracy in KPI display. On Thursday, the service certificate request was submitted, and a final meeting with supervisors was held to mark the completion of the internship. Minor code adjustments were also made to the hosted VIP Reservation System. The internship officially ended on 25th July, with proper handover of ongoing work and project responsibilities.</p>	
<div style="text-align: right;">  ----- SIGNATURE OF TRAINEE </div>	
REMARKS AND CERTIFICATION BY THE ENGINEER/T. O.	

DATE: _____

DESIGNATION AND SIGNATURE