

MONTHLY PROGRESS REPORT

February 2025

Student's Name: Donita Rose I. Gadil

Position: Software Developer Intern

Practicum/Internship: LGU-Talisay Sangguniang Bayan Office

Duties Performed this Month:

In the month of February, most of my tasks focused on developing a document management system for the Sangguniang Bayan Office. During the first few weeks, we are briefly introduced about the process and workflows that our office handles. While we are in it, we started to gather data that will help us in the development of our proposed system. Afterward, we designed a prototype then we presented it to our supervisor for feedback. With some modifications made, we proceeded to draft the system's database schema. We then began developing both the front-end and back-end of the system. There are also some times were we are tasked to helped doing some clerical tasks. Therefore, the month of February was a productive month as we made significant progress in developing the proposed system while also assisting with some office tasks when needed.

What new training/s took place this month?

- Introduced and briefly attended the 6th Regular Session of the Sangguniang Bayan Office.
- Understood the Sangguniang Bayan Office workflows to improve the proposed system planning and functionality.

What were your major accomplishments based from the proposed Activities in your Training

- Analysis of the provided data and creating a database schema.
- High-fidelity prototype.
- Initial development of the system's front-end and back-end.

PROPOSED ACTIVITIES	ACCOMPLISHMENTS
<ul style="list-style-type: none">• Orientation and Onboarding• Learning Goals and Project Plans• Data Gathering for system requirements• Develop prototypes for the user interface• Design Database Schema• Develop System Architecture• Front-end and back-end development• Database development	<p>February 3, 2025</p> <ul style="list-style-type: none">• Familiarize with the host training establishment.• Get to know the offices and staff.• Initial meeting with the supervisor. <p>February 4, 2025</p> <ul style="list-style-type: none">• Introduced to the office's business process.• Provided with the necessary files for the system.• Presented a system prototype.

	<p>February 5, 2025</p> <ul style="list-style-type: none"> • Made modifications to certain parts of the prototype. • Received additional files for the system's information requirements. • Conducted data collection for the system. <p>February 6, 2025</p> <ul style="list-style-type: none"> • Developed an Entity-Relationship Diagram (ERD) for the system. • Identified the system's entities and attributes. • Finalized the Entity-Relation Diagram. <p>February 7, 2025</p> <ul style="list-style-type: none"> • Made design modifications to the prototype. • Finalized the system prototype. <p>February 10, 2025</p> <ul style="list-style-type: none"> • Started developing the front-end of the system. • Enhance the responsiveness of the user interface. <p>February 11, 2025</p> <ul style="list-style-type: none"> • Continued the front-end. <p>February 12, 2025</p> <ul style="list-style-type: none"> • Further enhanced the front-end. <p>February 13, 2025</p> <ul style="list-style-type: none"> • Kept working on developing the front-end development. <p>February 14, 2025</p> <ul style="list-style-type: none"> • Continued working with the front-end development. <p>February 17, 2025</p> <ul style="list-style-type: none"> • Refined the front-end design and functionality. <p>February 18, 2025</p> <ul style="list-style-type: none"> • Set up the system database. • Structured the data tables. <p>February 19, 2025</p> <ul style="list-style-type: none"> • Implement CRUD operations across the back-end and front-end.
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	<p>February 20, 2025</p> <ul style="list-style-type: none"> Continued the implementation of the back-end <p>February 21, 2025</p> <ul style="list-style-type: none"> Ensure continued progress on the back-end. <p>February 24, 2025</p> <ul style="list-style-type: none"> Consistent enhancement of back-end operations. <p>February 25, 2025</p> <ul style="list-style-type: none"> Monitor and sustain improvements in back-end functionalities. <p>February 27, 2025</p> <ul style="list-style-type: none"> Refined some final phases on the front-end interfaces. <p>February 28, 2025</p> <ul style="list-style-type: none"> Continuous development on the back-end.
<p>What problems have you encountered this month?</p> <ul style="list-style-type: none"> Since I started my internship, I didn't encounter any problems. 	
<p>How did you overcome or solve the problems?</p> <ul style="list-style-type: none"> N/A 	
<p>List one or two goals you have set for yourself next month.</p> <ul style="list-style-type: none"> Improve my communication skills and practice professionalism. Complete the development of the proposed system as planned. 	

Noted by:

CANDELARIA I. PAYLA

Sangguniang Bayan Secretary