



WEEKLY JOURNAL TEMPLATE

Last Name FORTE	First Name ROSE ANN		MI D
STI Campus STI COLLEGE STA. MESA	Program BSIT	Year Level 4TH	Section BI801
Host Company SAN JUAN CITY HALL	Department Assigned to CDRRMO		
Schedule (Date): March 16, 17, 19, 21, 22, 2025	Number of Working Hours: 53 HOURS		

Weekly Accomplishments

The student trainee should give a summary of the tasks performed during the week and how it was accomplished.

On the 6th week of our on-the job training, we focus on improving out system because the deadline in getting near.

Reviewed by:

Date

March 16, 2025

OJT Supervisor Signature

