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El contenido generado por IA puede ser incorrecto.

**PROGRAMA DE PRÁCTICAS PROFESIONALES CITT SAN BERNARDO**

**Bitácora de Práctica Profesional (360 horas)**

| **Semana** | **Fecha** | **N° Horas** | **Actividad Realizada** | **Competencia Asociada (Perfil de Egreso)** | **Evidencia/Entregable** | **Observaciones** | **Firma Supervisor de la Actividad** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 1 | 11/9/2025 | 8 | Reunión con Product owner |  | [PROYECTO](https://drive.google.com/drive/folders/1DfJfhHfAiw0omWX04c-tEeuHBuE_Xz1A?usp=drive_link,%20https://drive.google.com/drive/folders/12vtAMW0jBWLEgZkkcaQ1F4zauG--I9Cj?usp=drive_link,%20https://drive.google.com/drive/folders/14-_vVaxtEvIvGXaiAP0a2VP4LtkFFjkB?usp=drive_link,%20https://drive.google.com/drive/folders/11tjz_4WVFNYw3i9bdFUl1GpStOs5ufoT?usp=drive_link,%20https://drive.google.com/drive/folders/1bHe6EPgNraVzSP-laINpbVYx5EkFOPgS?usp=drive_link,%20https://drive.google.com/drive/folders/1lEOn6-l_akMe1f9cpXBMqblto6GSKlXK?usp=drive_link,%20https://drive.google.com/file/d/1o4z8SfvLa0VoIxpbFwRqr6bFZcnFmlZH/view?usp=drive_link,%20https://drive.google.com/file/d/1Qd9cJdVkNPeUoTtF5erEw_rfHGn8ePNr/view?usp=drive_link,%20https://docs.google.com/document/d/19BJyNgXb6OCBCrp5196VLskmHdxHVmCmBfUm45aKQwM/edit?usp=drive_link,%20https://docs.google.com/spreadsheets/d/1unxtYABb6I4-1FlpF27m9CP2np0fKE8hgiJ62rERc6U/edit?usp=drive_link,%20https://docs.google.com/presentation/d/1os_7oadq170VnJMZttdb9BoGeChVlIVN/edit?usp=drive_link&ouid=113553525955379950962&rtpof=true&sd=true) | Se realizó la reunión inicial con product owner donde se vio las necesidades. |  |
| 1 | 12/09/2025 | 2 | Toma de requerimientos |  | [PROYECTO](https://drive.google.com/drive/folders/1DfJfhHfAiw0omWX04c-tEeuHBuE_Xz1A?usp=drive_link,%20https://drive.google.com/drive/folders/12vtAMW0jBWLEgZkkcaQ1F4zauG--I9Cj?usp=drive_link,%20https://drive.google.com/drive/folders/14-_vVaxtEvIvGXaiAP0a2VP4LtkFFjkB?usp=drive_link,%20https://drive.google.com/drive/folders/11tjz_4WVFNYw3i9bdFUl1GpStOs5ufoT?usp=drive_link,%20https://drive.google.com/drive/folders/1bHe6EPgNraVzSP-laINpbVYx5EkFOPgS?usp=drive_link,%20https://drive.google.com/drive/folders/1lEOn6-l_akMe1f9cpXBMqblto6GSKlXK?usp=drive_link,%20https://drive.google.com/file/d/1o4z8SfvLa0VoIxpbFwRqr6bFZcnFmlZH/view?usp=drive_link,%20https://drive.google.com/file/d/1Qd9cJdVkNPeUoTtF5erEw_rfHGn8ePNr/view?usp=drive_link,%20https://docs.google.com/document/d/19BJyNgXb6OCBCrp5196VLskmHdxHVmCmBfUm45aKQwM/edit?usp=drive_link,%20https://docs.google.com/spreadsheets/d/1unxtYABb6I4-1FlpF27m9CP2np0fKE8hgiJ62rERc6U/edit?usp=drive_link,%20https://docs.google.com/presentation/d/1os_7oadq170VnJMZttdb9BoGeChVlIVN/edit?usp=drive_link&ouid=113553525955379950962&rtpof=true&sd=true) | Con las necesidades del cliente se realiza la toma de requerimientos. |  |
| 1 | 12/09/2025 | 6 | Investigación sobre el desarrollo del chatbot |  | [Github](https://github.com/HAFONSOo/ChatBot-implementos-Epysa.git) |  |  |
| 2 | 15/09/2025 | 2 | Avance informe |  | [PROYECTO](https://drive.google.com/drive/folders/1DfJfhHfAiw0omWX04c-tEeuHBuE_Xz1A?usp=drive_link,%20https://drive.google.com/drive/folders/12vtAMW0jBWLEgZkkcaQ1F4zauG--I9Cj?usp=drive_link,%20https://drive.google.com/drive/folders/14-_vVaxtEvIvGXaiAP0a2VP4LtkFFjkB?usp=drive_link,%20https://drive.google.com/drive/folders/11tjz_4WVFNYw3i9bdFUl1GpStOs5ufoT?usp=drive_link,%20https://drive.google.com/drive/folders/1bHe6EPgNraVzSP-laINpbVYx5EkFOPgS?usp=drive_link,%20https://drive.google.com/drive/folders/1lEOn6-l_akMe1f9cpXBMqblto6GSKlXK?usp=drive_link,%20https://drive.google.com/file/d/1o4z8SfvLa0VoIxpbFwRqr6bFZcnFmlZH/view?usp=drive_link,%20https://drive.google.com/file/d/1Qd9cJdVkNPeUoTtF5erEw_rfHGn8ePNr/view?usp=drive_link,%20https://docs.google.com/document/d/19BJyNgXb6OCBCrp5196VLskmHdxHVmCmBfUm45aKQwM/edit?usp=drive_link,%20https://docs.google.com/spreadsheets/d/1unxtYABb6I4-1FlpF27m9CP2np0fKE8hgiJ62rERc6U/edit?usp=drive_link,%20https://docs.google.com/presentation/d/1os_7oadq170VnJMZttdb9BoGeChVlIVN/edit?usp=drive_link&ouid=113553525955379950962&rtpof=true&sd=true) |  |  |
| 2 | 15/09/2025 | 2 | Avance presentación |  | [Presentacion](https://www.canva.com/design/DAGzuG_YyQs/YhzyZu8Le8h7R1lylVba3Q/view?utm_content=DAGzuG_YyQs&utm_campaign=designshare&utm_medium=link2&utm_source=uniquelinks&utlId=hc2041b299b) |  |  |
| 2 | 15/09/2025 | 2 | Desarrollo Backend proyecto y creación de repositorio Github |  | [Github](https://github.com/HAFONSOo/ChatBot-implementos-Epysa.git) |  |  |
| 2 | 16/09/2025 | 2 | Creación documentos 4+1 |  | [PROYECTO](https://drive.google.com/drive/folders/1DfJfhHfAiw0omWX04c-tEeuHBuE_Xz1A?usp=drive_link,%20https://drive.google.com/drive/folders/12vtAMW0jBWLEgZkkcaQ1F4zauG--I9Cj?usp=drive_link,%20https://drive.google.com/drive/folders/14-_vVaxtEvIvGXaiAP0a2VP4LtkFFjkB?usp=drive_link,%20https://drive.google.com/drive/folders/11tjz_4WVFNYw3i9bdFUl1GpStOs5ufoT?usp=drive_link,%20https://drive.google.com/drive/folders/1bHe6EPgNraVzSP-laINpbVYx5EkFOPgS?usp=drive_link,%20https://drive.google.com/drive/folders/1lEOn6-l_akMe1f9cpXBMqblto6GSKlXK?usp=drive_link,%20https://drive.google.com/file/d/1o4z8SfvLa0VoIxpbFwRqr6bFZcnFmlZH/view?usp=drive_link,%20https://drive.google.com/file/d/1Qd9cJdVkNPeUoTtF5erEw_rfHGn8ePNr/view?usp=drive_link,%20https://docs.google.com/document/d/19BJyNgXb6OCBCrp5196VLskmHdxHVmCmBfUm45aKQwM/edit?usp=drive_link,%20https://docs.google.com/spreadsheets/d/1unxtYABb6I4-1FlpF27m9CP2np0fKE8hgiJ62rERc6U/edit?usp=drive_link,%20https://docs.google.com/presentation/d/1os_7oadq170VnJMZttdb9BoGeChVlIVN/edit?usp=drive_link&ouid=113553525955379950962&rtpof=true&sd=true) |  |  |
| 2 | 16/09/2025 | 6 | Investigacion y creacion de flujo de trabajos en N8N |  | [Github](https://github.com/HAFONSOo/ChatBot-implementos-Epysa.git) |  |  |
| 2 | 17/09/2025 | 4 | Avance informe |  | [PROYECTO](https://drive.google.com/drive/folders/1DfJfhHfAiw0omWX04c-tEeuHBuE_Xz1A?usp=drive_link,%20https://drive.google.com/drive/folders/12vtAMW0jBWLEgZkkcaQ1F4zauG--I9Cj?usp=drive_link,%20https://drive.google.com/drive/folders/14-_vVaxtEvIvGXaiAP0a2VP4LtkFFjkB?usp=drive_link,%20https://drive.google.com/drive/folders/11tjz_4WVFNYw3i9bdFUl1GpStOs5ufoT?usp=drive_link,%20https://drive.google.com/drive/folders/1bHe6EPgNraVzSP-laINpbVYx5EkFOPgS?usp=drive_link,%20https://drive.google.com/drive/folders/1lEOn6-l_akMe1f9cpXBMqblto6GSKlXK?usp=drive_link,%20https://drive.google.com/file/d/1o4z8SfvLa0VoIxpbFwRqr6bFZcnFmlZH/view?usp=drive_link,%20https://drive.google.com/file/d/1Qd9cJdVkNPeUoTtF5erEw_rfHGn8ePNr/view?usp=drive_link,%20https://docs.google.com/document/d/19BJyNgXb6OCBCrp5196VLskmHdxHVmCmBfUm45aKQwM/edit?usp=drive_link,%20https://docs.google.com/spreadsheets/d/1unxtYABb6I4-1FlpF27m9CP2np0fKE8hgiJ62rERc6U/edit?usp=drive_link,%20https://docs.google.com/presentation/d/1os_7oadq170VnJMZttdb9BoGeChVlIVN/edit?usp=drive_link&ouid=113553525955379950962&rtpof=true&sd=true) |  |  |
| 2 | 17/09/2025 | 4 | Avance presentación |  | [Presentacion](https://www.canva.com/design/DAGzuG_YyQs/YhzyZu8Le8h7R1lylVba3Q/view?utm_content=DAGzuG_YyQs&utm_campaign=designshare&utm_medium=link2&utm_source=uniquelinks&utlId=hc2041b299b) |  |  |
| 2 | 17/09/2025 | 4 | Avance Arquitectura |  | [PROYECTO](https://drive.google.com/drive/folders/1DfJfhHfAiw0omWX04c-tEeuHBuE_Xz1A?usp=drive_link,%20https://drive.google.com/drive/folders/12vtAMW0jBWLEgZkkcaQ1F4zauG--I9Cj?usp=drive_link,%20https://drive.google.com/drive/folders/14-_vVaxtEvIvGXaiAP0a2VP4LtkFFjkB?usp=drive_link,%20https://drive.google.com/drive/folders/11tjz_4WVFNYw3i9bdFUl1GpStOs5ufoT?usp=drive_link,%20https://drive.google.com/drive/folders/1bHe6EPgNraVzSP-laINpbVYx5EkFOPgS?usp=drive_link,%20https://drive.google.com/drive/folders/1lEOn6-l_akMe1f9cpXBMqblto6GSKlXK?usp=drive_link,%20https://drive.google.com/file/d/1o4z8SfvLa0VoIxpbFwRqr6bFZcnFmlZH/view?usp=drive_link,%20https://drive.google.com/file/d/1Qd9cJdVkNPeUoTtF5erEw_rfHGn8ePNr/view?usp=drive_link,%20https://docs.google.com/document/d/19BJyNgXb6OCBCrp5196VLskmHdxHVmCmBfUm45aKQwM/edit?usp=drive_link,%20https://docs.google.com/spreadsheets/d/1unxtYABb6I4-1FlpF27m9CP2np0fKE8hgiJ62rERc6U/edit?usp=drive_link,%20https://docs.google.com/presentation/d/1os_7oadq170VnJMZttdb9BoGeChVlIVN/edit?usp=drive_link&ouid=113553525955379950962&rtpof=true&sd=true) |  |  |
| 2 | 18/09/2025 | 4 | Avance informe |  | [PROYECTO](https://drive.google.com/drive/folders/1DfJfhHfAiw0omWX04c-tEeuHBuE_Xz1A?usp=drive_link,%20https://drive.google.com/drive/folders/12vtAMW0jBWLEgZkkcaQ1F4zauG--I9Cj?usp=drive_link,%20https://drive.google.com/drive/folders/14-_vVaxtEvIvGXaiAP0a2VP4LtkFFjkB?usp=drive_link,%20https://drive.google.com/drive/folders/11tjz_4WVFNYw3i9bdFUl1GpStOs5ufoT?usp=drive_link,%20https://drive.google.com/drive/folders/1bHe6EPgNraVzSP-laINpbVYx5EkFOPgS?usp=drive_link,%20https://drive.google.com/drive/folders/1lEOn6-l_akMe1f9cpXBMqblto6GSKlXK?usp=drive_link,%20https://drive.google.com/file/d/1o4z8SfvLa0VoIxpbFwRqr6bFZcnFmlZH/view?usp=drive_link,%20https://drive.google.com/file/d/1Qd9cJdVkNPeUoTtF5erEw_rfHGn8ePNr/view?usp=drive_link,%20https://docs.google.com/document/d/19BJyNgXb6OCBCrp5196VLskmHdxHVmCmBfUm45aKQwM/edit?usp=drive_link,%20https://docs.google.com/spreadsheets/d/1unxtYABb6I4-1FlpF27m9CP2np0fKE8hgiJ62rERc6U/edit?usp=drive_link,%20https://docs.google.com/presentation/d/1os_7oadq170VnJMZttdb9BoGeChVlIVN/edit?usp=drive_link&ouid=113553525955379950962&rtpof=true&sd=true) |  |  |
| 2 | 18/09/2025 | 4 | Desarrollo flujo de trabajo N8N |  | [Github](https://github.com/HAFONSOo/ChatBot-implementos-Epysa.git) |  |  |
| 2 | 19/09/2025 | 4 | Cambio de lenguaje de programación |  |  |  |  |
| 3 | 22/09/2025 | 4 | Integración Chatbot N8N a proyecto |  | [Github](https://github.com/HAFONSOo/ChatBot-implementos-Epysa.git) |  |  |
|  | 22/09/2025 | 4 | Cambio del estilo del chatbot |  | [Github](https://github.com/HAFONSOo/ChatBot-implementos-Epysa.git) |  |  |
| 3 | 23/09/2025 | 4 | Informe primera iteración terminado |  | [PROYECTO](https://drive.google.com/drive/folders/1DfJfhHfAiw0omWX04c-tEeuHBuE_Xz1A?usp=drive_link,%20https://drive.google.com/drive/folders/12vtAMW0jBWLEgZkkcaQ1F4zauG--I9Cj?usp=drive_link,%20https://drive.google.com/drive/folders/14-_vVaxtEvIvGXaiAP0a2VP4LtkFFjkB?usp=drive_link,%20https://drive.google.com/drive/folders/11tjz_4WVFNYw3i9bdFUl1GpStOs5ufoT?usp=drive_link,%20https://drive.google.com/drive/folders/1bHe6EPgNraVzSP-laINpbVYx5EkFOPgS?usp=drive_link,%20https://drive.google.com/drive/folders/1lEOn6-l_akMe1f9cpXBMqblto6GSKlXK?usp=drive_link,%20https://drive.google.com/file/d/1o4z8SfvLa0VoIxpbFwRqr6bFZcnFmlZH/view?usp=drive_link,%20https://drive.google.com/file/d/1Qd9cJdVkNPeUoTtF5erEw_rfHGn8ePNr/view?usp=drive_link,%20https://docs.google.com/document/d/19BJyNgXb6OCBCrp5196VLskmHdxHVmCmBfUm45aKQwM/edit?usp=drive_link,%20https://docs.google.com/spreadsheets/d/1unxtYABb6I4-1FlpF27m9CP2np0fKE8hgiJ62rERc6U/edit?usp=drive_link,%20https://docs.google.com/presentation/d/1os_7oadq170VnJMZttdb9BoGeChVlIVN/edit?usp=drive_link&ouid=113553525955379950962&rtpof=true&sd=true) |  |  |
|  | 23/09/2025 | 4 | Presentación primera iteración terminada |  | [Presentacion](https://www.canva.com/design/DAGzuG_YyQs/YhzyZu8Le8h7R1lylVba3Q/view?utm_content=DAGzuG_YyQs&utm_campaign=designshare&utm_medium=link2&utm_source=uniquelinks&utlId=hc2041b299b) |  |  |
| 3 | 24/09/2025 | 8 | Presentación Avances |  | Presentación con profesor guia |  |  |
| 3 | 25/09/2025 | 8 | Arquitectura definida |  | [Arquitectura](https://www.canva.com/design/DAG1sHcvieQ/SbSRlV5duicC_qIf9_2-Xw/view?utm_content=DAG1sHcvieQ&utm_campaign=designshare&utm_medium=link2&utm_source=uniquelinks&utlId=hc37736723e) |  |  |
| 3 | 26/09/2025 | 8 |  |  |  |  |  |
| 4 | 29/09/2025 | 8 |  |  |  |  |  |
| 4 | 30/09/2025 | 8 |  |  |  |  |  |
| 4 | 01/10/2025 | 8 |  |  |  |  |  |
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| 4 | 03/10/2025 | 8 |  |  |  |  |  |
| 5 | 06/10/2025 | 8 |  |  |  |  |  |
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| 5 | 08/10/2025 | 8 |  |  |  |  |  |
| 5 | 09/10/2025 | 8 |  |  |  |  |  |
| 5 | 10/10/2025 | 8 |  |  |  |  |  |
| 6 | 13/10/2025 | 8 |  |  |  |  |  |
| 6 | 14/10/2025 | 8 |  |  |  |  |  |
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**Instructivo de Llenado – Bitácora de Práctica Profesional (360 horas)**Icono

El contenido generado por IA puede ser incorrecto.

Estimado/a estudiante,

La bitácora de práctica profesional es el documento oficial donde debes registrar semana a semana tus actividades, con el objetivo de justificar las 360 horas correspondientes a tu práctica. Este registro será revisado por tu supervisor de la empresa y tu docente guía, por lo que debe estar siempre actualizado, claro y completo.

**¿Cómo llenar la bitácora?**

Antes de iniciar, completa tus datos:

* Nombre completo
* Carrera
* Empresa / Institución
* Supervisor/a interno/a de la empresa
* Docente guía de la institución
* Fecha de inicio y término de la práctica

En la tabla principal, completa una fila por cada jornada o bloque de trabajo:

* Semana: Número de la semana de práctica (ej: Semana 1).
* Fecha: Día en que realizaste la actividad.
* N° Hora: Cantidad de horas realizadas ese día.
* Actividad realizada: Describe brevemente lo que hiciste.
* Competencia asociada: Relación con tu perfil de egreso (ej: comunicación efectiva, análisis de problemas, gestión de proyectos).
* Evidencia/Entregable: Documento, minuta, informe o producto que respalde la actividad.
* Observaciones: Breve reflexión: aprendizajes, dificultades encontradas y acuerdos con tu supervisor.
* Firma supervisor: Validación del responsable de la actividad, en caso que sean reuniones de avance, ésta debe ser verificada por el docente guía de tu asignatura Capstone.

Validación semanal.

* El supervisor confirmará la veracidad de las horas.
* El docente guía podrá solicitar revisión parcial o al finalizar tu práctica.

Recomendaciones importantes

* Completa la bitácora semanalmente (no al final).
* Relaciona cada actividad con una competencia profesional.
* Conserva copias digitales de tus evidencias (informes, minutas, entregables).
* Asegúrate de que la suma total de horas sea de 360 horas exactas.

Recuerda: La bitácora no solo valida tus horas, sino que también evidencia tus aprendizajes y tu crecimiento profesional durante la práctica.