Republic of the Philippines

**Any alterations/erasures will consider null and void unless with countersign of immediate supervisor.**

**Official Time**

Mon: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tue: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Wed: 8:00 am – 5:00 pm

Thu: 8:00 am – 5:00 pm

Fri: 8:00 am – 5:00 pm

Sat: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

**QUEZON CITY UNIVERSITY**

673 Quirino Highway San Bartolome, Novaliches, Quezon City

**11**

**WEEKLY ACCOMPLISHMENT REPORT**

**(ON-THE-JOB TRAINING 1)**

Week No.

**1st** **Sem. S.Y.** **2023 - 2024**

Name : **Marvin O. Gozo**  Course : **BSIT** Year : **4th Year**

Company : **8Box Solutions Inc.**  Training Period : **From October 18, 2023 to October 20, 2023**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Date** | **Day** | **Regular Time** | | **Task Assigned and Completed** | **Total Hour/s** | **Overtime** | | **Total Hour/s** | **Grand Total** | **Remarks** |
| **Time-In** | **Time-Out** | **Time-In** | **Time-Out** |
|  | MON |  |  |  |  |  |  |  |  |  |
|  | TUE |  |  |  |  |  |  |  |  |  |
|  | WED |  |  |  |  |  |  |  |  |  |
|  | THU |  |  |  |  |  |  |  |  |  |
| October 25, 2023 | FRI | 7:41 am | 5:00 pm | Multiple receipt function and display it in table | 8 |  |  |  | 8 |  |
|  | SAT |  |  |  |  |  |  |  |  |  |
|  | SUN |  |  |  |  |  |  |  |  |  |
| **GRAND TOTAL** | | | | | | | | | 8 |  |

**Total Hours**

**Prepared by: Approved by: Recorded by:**

**Marvin O. Gozo Mr. Mark Ryan T. Penafiel Isagani M. Tano, PhD-ELM, DIT**

**OJT Trainee** **Chief Executive Officer (CEO)** **OJT Adviser**

**Date**: **October 20, 2023**  **Date**: **October 20, 2023**  **Date:**