WEEKLY TIMESHEET

Name & Surname: **Nicholus Mahlangu**

Host: **National Library of South Africa**

Name and Surname of supervisor: _____

Week Number: 15

From: **9/12/2024**

To: **13/12/2024**

This timesheet will help you track how you spend your time in the workplace. Please complete a timesheet for every week of work that you complete at your workplace site.

PLEASE HAVE YOUR SUPERVISOR SIGN OFF ON THE FORM.

Day	Date	Time started	Time finished	Brief Description of Tasks (e.g., attended management meeting)
Monday	2/12/2024	08:00	16:00	• **I went to Information Access to install Grammarly on Mrs. Mahlodi's laptop as Mrs. Roselle requested that I assist with the installation of Microsoft Teams, as the software will help Mrs. Mahlodi to write effective reports as Mrs. Roselle retires at the National Library of South Africa by the end of the month.** • **Mrs. Marinda came to our office to report an issue she had with Microsoft Teams on her laptop, she missed two meetings and had to share a laptop with Mrs. Didi. I went to her desk and assisted her with uninstalling the old version of Teams and installed a new one and even managed to test by setting up a meeting and letting her join, then she was sorted.** • **Mr. Maphota and I started developing the NLSA Mobile App, a mobile version of the NLSA**

				website, using Angular, CSS, TypeScript, MySQLi, and phpMyAdmin.
Tuesday	3/12/2024	08:00	16:00	• Mr. Maphota, Mr. David, Mr. Eugene, and I had a meeting regarding collaboration between developers and a graphic designer so that we can properly align how we as developers can work alongside our colleague coming in with graphical designing specialization. • We agreed that Mr. Maphota and I will focus mostly on developing and evaluating the core functionalities of all the applications we will develop. • Mr. Maphota and I did another evaluation on the E-pubs web application that we already have in place. We have to ensure that all functional requirements are met, and that the application is fully functional to push the current changes to the Git-hub repository we are using. • Mr. Maphota, Mr. Eugene, and I agreed that we need to have a meeting to have a plan of action.
Wednesday	4/12/2024	08:00	16:00	• Mr. Maphota, Mr. Eugene, and I had a meeting about drafting down a plan of action, one which we are going to use going forward as our ICT Director Mr. David requested. • We all agreed that we would use GitHub for version control so that we can keep track of all the code changes while we also get email notifications of all the changes being made on the main branch of the repository.

				• The next task was to all the electronic publications tasks to be done on JIRA and also note the duration for each task and assign tasks to the person responsible for that task. However, I found out that my JIRA subscription. • I was researching Angular and Ionic material since we will be using them for developing the NLSA Mobile App, I was also checking professional templates we can use for the App. • I received all the recent code changes from Mr. Maphota and I must ensure that I merge all the changes as Mr. Maphota used different repositories and I had to manually add the code changes from one repository into the main one that we are using.
Thursday	5/12/2024	08:00	16:00	• I am updating both the code version and our project management tool JIRA; I am ensuring that all the pages that we have developed are successfully working as expected and updating JIRA with all the tasks completed on E-pubs. • I downloaded two copies of the code from GitHub, one from the main repository Mr. Maphota and I are using, and merged the changes into one repository so that our main branch can have the latest updates and tasks completed. • I have to test all the functionalities to ensure that the E-pubs web application meets the user functional requirements as requested so that I can later push back the change to Git-hub to

				ensure that Mr. Eugene and Mr. Maphota have the latest code version, making it much easier to continue adding their tasks.
Friday	6/12/2024	08:00	16:00	• Mr. Maphota and I ensure that every HTML page works as required and that information flows from and to the database. • I was adding Mr. Eugene's tasks on JIRA and also assigned them to him, as well as stated their start and due dates. • I am doing debugging and ensuring every page is fully functional, as I have evaluated the user journey from the Welcome page, Cataloguer login, and Admin login page as I have come across a few tiny bugs that need fixing especially on the Cataloguer login page. • The user cataloguer would put in the email address and password and then press submit, but then the application did not go through to the cataloguer dashboard as there were a few errors in the .php file as the connection to the Database was successful but then request from was not executed successfully. • I managed to fix the error by using the version of the code before Mr. Maphota and I made the latest changes.

Total number of hours worked for the reporting period: **40**

Signed by Intern: *N. Mahlangu*

Signed by manager/supervisor: _____