



COLLEGE OF COMPUTER AND INFORMATION SCIENCE

Academic Year 2024 – 2025

CS PRACTICUM FINAL REPORT

Paul Carlo Ilano BATAGA

Practicum Adviser: Alimuddin S. Arriesgado

Submitted to the Faculty of Mapúa Malayan Colleges Laguna
In Partial Fulfillment of the Requirements for the degree of

Bachelor of Science in Computer Science

Overview of the Practicum Engagement

Company Background



Figure 1. Amkor Technology Philippines Logo

Amkor Technology, Inc. is one of the world's largest providers of semiconductor outsourcing, packaging, design, and testing services. Headquartered in Arizona and founded in 1968, originally established as Amkor Electronics by Hyang-Soo Kim and his son Joo-Jin (James) Kim, the company operates production, R&D, and support facilities across Asia, Europe, and North America, and is widely recognized as a global leader in the outsourced semiconductor assembly and test (OSAT) industry. Amkor is known for integrating innovative technologies to enhance the quality and efficiency of its products and services. A key part of its ongoing development includes the automation of routine tasks and the creation of web-based systems such as asset management platforms, workflow and learning management systems, and other enterprise solutions. Among its global sites, Amkor Technology Philippines, established in 1989, has demonstrated strong capabilities in IT solution development, with many of its systems supporting international operations. The student interned at the IT department of Amkor Technology Philippines and contributed to the company's mission by assisting in the development and optimization of internal web systems, further strengthening its digital infrastructure.

Nature of Assignments or Tasks Given

During the internship at Amkor Technology, the student was assigned various tasks that are centered on software development, documentation, and active participation in IT projects. These assignments were designed to provide practical experience in real-world systems and expose the intern to professional development workflows.

The internship began with tasks related to orientation and familiarization. The student was first instructed to understand the company's key policies and production processes, which are foundational to how Amkor's digital systems operate. This included a 3-day orientation session followed by a general exam requiring a perfect score to ensure full understanding of the material. The intern was then introduced to the IT department and assigned to the Web Development sector, where most of the technical work took place.

One of the first technical tasks assigned was to read and review the IT policies booklet. This was followed by the creation of a user manual for Amkor's asset management system, iCATS. The intern, along with a work buddy, was given access to the system and provided with an orientation on how it functions. After thoroughly understanding the platform, the intern wrote the user manual, which was completed in three days and revised after receiving supervisor feedback. This task helped the intern develop technical writing skills and understand the importance of accurate documentation.

Another major assignment was the development of a work order module for Amkor's internal workflow system, iWorkflow. The intern joined a meeting with the client and business analyst to define the Scope of the Project (SOP) and clarify the requirements. The intern was then tasked with developing the module using the iWorkflow template and integrating jQuery. Due to a learning curve, the initial development took about two weeks. During a consultation, the intern raised technical limitations related to data retrieval and storage, which required source code access beyond the intern's clearance level. To address this, the team decided to use manual data to demonstrate dynamic field interaction. The intern followed this

approach and progressed with the module, which was nearly completed aside from the final checklist feature.

In addition to the core development tasks, the intern also participated in a special project: creating a video entry for the company's sustainability challenge. The IT department's video highlighted efforts like digitalization of workflows, upgrading to energy-efficient hardware, and turning off lights during lunch breaks. The intern contributed as an actor in selected scenes while waiting for remaining components of the main development project.

As the internship concluded, the intern finalized the work order module and submitted the required user manual and end documentation. Through these assignments, the intern gained valuable experience in software development, documentation, client communication, and the company's software development lifecycle.

Total Hours Rendered

In total, the student completed 331 hours and 43 minutes of internship. This included 37 hours and 13 minutes spent during the first week for the general orientation and exam. The intern then dedicated 133 hours to learning the iCATS asset management system and developing its corresponding user manual. Following this, 104 hours and 30 minutes were spent on defining the Scope of the Project (SOP) and developing the iWorkflow – Work Order Module. Another phase involved 31 hours dedicated to reviewing and testing the developed module, as well as creating the user manual for the iWorkflow – Work Order Module. This was followed by the development of the iWorkflow – SPC Database Request Form Module and the iWorkflow – SPC Customer Report Request Form Module lasting 16 and 10 hours respectively. The intern successfully completed the practicum on July 14, 2025.

Table 1.0
Summary of Hours Rendered

Task	Hour Count			
	Development	Documentation	Meetings and Consultations	Total
Company General Orientation and Exam	-	-	37 hours and 13 minutes	37 hours and 13 minutes
iCATS User Manual	-	130 hours	3 hours	133 hours
iWorkflow - Work Order Module	99 hours	-	5 hours and 30 minutes	104 hours and 30 minutes
iWorkflow - Work Order Module User Manual	-	27 hours	4 hours	31 hours
iWorkflow – SPC Database Request Form Module	15 hours and 30 minutes	-	30 minutes	16 hours
iWorkflow – SPC Customer Report Request Form Module	9 hours and 30 minutes	-	30 minutes	10 hours
Total	124 hours	157 hours	50 hours and 13 mins	331 hours and 43 mins

Presentation of the Output

Orientations and Consultations

The general orientation was initially done for the interns and new hires in its entirety to be informed more about the company such as its history, rules, benefits, and other specifics. This lasted for 3 days, which was followed by a general orientation exam that requires a 100% passing rate to ensure that all had a solid foundation of the must know. Afterwards, the student, together with his other IT department interns were endorsed to the supervisors. These were followed by introductions to the members of each sub section of the department.

The supervisors then proceeded to conduct orientations to better introduce the interns to the operations of the IT department. Such includes the Software Development Life Cycle (SDLC), the frameworks and tech stack used like Laravel, PHP, Python, etc. This was done in the second week following the general orientation.

Other consultations include the “IT Kamustahan” a supposedly weekly short meeting for interns to voice out their concerns and to keep track of their progress to the given tasks. However, due to the expected flow of events and a pile of works in the part of the IT department heads, these meetings were only conducted twice. Nevertheless, these two meetings proved beneficial on our side as we were able to bring up vital concerns in the beginning such as the lack of computer units and the initial concern of tasks not being given. Both were dealt with accordingly and the rest of the tasks went on smoothly without any prior concerns.

iCATS User Manual

Following the orientations to better know the technicalities and specifics on how the IT department operates. The student was tasked to create the user manual of the company's asset management system which is the iCATS (Intelligent Consumables Asset Tracking System). The initial step was to first fully understand the system and the functionality of each module. Thus, an orientation was held for the student and his work buddy for this purpose. The orientation lecturer was the supervisor assigned in the development and planning of the system. After an hour of system demonstration and exchange of questions and answers, the students were ready to start the creation of the user manual.

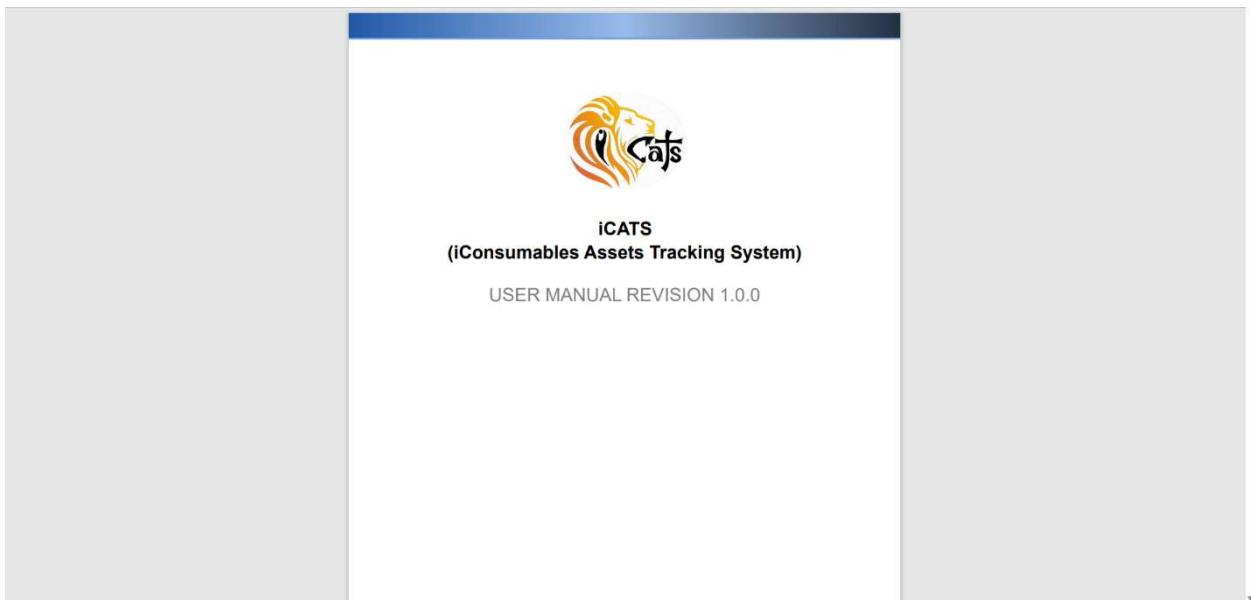


Figure 2. iCATS User Manual

The challenge was to make the steps easy to follow and ensure that every use case is included in the manual. Thus, the plan was to first take note of every module within the iCATs system, and the steps involved in each procedure before laying it out in the word file with the appropriate structure and image aids. The student and his assigned work buddy then proceeded with the creation of the user manual for around a week. When finished, the user manual had a total of 82 pages, having detailed and easy to follow instruction on how to use the system. The interns were then tasked to email the created user manual to the supervisors for them to carry out the checking. Following these, no further instructions were given to improve the user or revised the created user manual, and the interns were given thanks to finishing the given task.

iWorkflow – Work Order Module

The student's internship truly shined when they experienced the entire Software Development Life Cycle (SDLC). This opportunity arose after they submitted the finished iCATS user manual. Their supervisor then received a request from clients who were using the old Lotus Notes system, which was about to be replaced. Lotus Notes was the system before iWorkflow and served the same purpose: managing workflows.

Some parts, or modules, of the old Lotus Notes system had already been moved over to iWorkflow. However, other modules, like the work order module, still needed to be transferred.

To help the interns understand how the work order module functioned, they were first given a flowchart and a sample data table. Their supervisor also held a brief discussion to explain the process more clearly. Afterward, the intern spent the rest of the day getting to know the developer side of iWorkflows, which is where new modules are built.

The iWorkflow system uses a template to create forms and has a script function with built-in jQuery. The template is quite basic, so if custom elements or styles are needed, the developer must perform changes in the HTML content directly within the form. Learning this system was challenging because it was very different from the structured coding they were used to with tools like VS Code.

That same day, while the intern was getting to know the templates and scripts, a Microsoft Teams meeting took place. The intern, their supervisor, and the clients were all there. The goal was to create the Scope of Requirements (SOR) and show how the process would work, especially concerning the work order in the old Lotus Notes system. This meeting was very helpful because it gave everyone a clearer picture of the workflow and the exact features needed.

Afterward, the interns started developing the module. Their first big challenge was figuring out how to automatically get information from one request and use it in another, based on a key piece of information: the equipment number. This concept is usually simple to build in a structured coding environment like VS Code. However, it was much harder in the iWorkflow system's content creation area, which is a closed environment. There, they were limited to using "states script" and "global script," and they could only access data from the server's JSON output.

Because of these limitations, the interns asked the iWorkflow specialist for help. After talking with both the specialist and their supervisor, they learned that getting data in that way was technically impossible without changing iWorkflow's main source code. Getting permission to do that from the IT head would take too much time.

As a workaround, they were told to use iWorkflow's built-in collection feature to store the data and handle the automatic retrieval there. The only drawback was that users wouldn't be able to create this data themselves; they would have to ask the IT department to set it up for use in the request flow. The iWorkflow specialist also mentioned that he would personally add the ability to retrieve data from requests in the future.

Figure 3. iWorkflow Work Order Dev

The screenshot shows the 'Work Order Approval Flow' application interface. On the left, a sidebar navigation includes Home, Dashboard, Request (with sub-options: Draft 0, Assigned To Me 38, My Tickets 38, Open Tickets 33, Closed Tickets 4, Rejected Tickets 0, Cancelled Tickets 2), and links to PRODUCTION server, Lipsum generator, and Minifier. The main area displays a workflow status bar with steps D (Draft), 1 (New), 2 (Approval), and 3 (Close). Below this is a '1-New Request' form titled 'REL LAB MAINTENANCE WORK ORDER'. The form contains several required fields marked with red asterisks (* Required Field). The 'WORK TYPE' section has 'Breakdown Maintenance' selected. The 'EQUIPMENT P/N' field is empty. The 'DATE CREATED' field shows '07/07/2025 10:30 AM'. The 'WORK CODE' field is empty. The 'EQUIPMENT DESCRIPTION' field is empty. The 'EQUIPMENT NAME / MANUFACTURER' field is empty. The 'SCHEDULED DATE' field is empty. The 'MODEL NO.' field is empty. The 'DUE DATE' field is empty. The 'PLANT' field is empty. The 'DATE STARTED' field is empty. The 'WORKWEEK' field is empty.

Figure 4. iWorkflow Work Order module

The module was accomplished in almost 2 weeks. The following task is to have the users see the developed work order module through live demonstration via MS Teams. The intern felt a mixture of pressure and happiness to be able to conduct a real-world user demo. After almost 45 minutes of demonstrating the whole functionality and entertaining questions. The users expressed their heartfelt thank you for creating their requested module. They also added some additional requests to include in the current functionality. The intern felt accomplished which made all the hardships all worth it.

iWorkflow – Work Order Module User Manual

To give the users detailed instruction on how the newly created work module of the iWorkflow works, the intern was then tasked to create a user manual. This user manual is shorter compared to the created iCATS user manual as this time, it will only be based on the module and not the entire system of iWorkflow. Following the must do's in creating a user manual, being detailed as much as possible and must be easy to follow, the intern proceeded to create the documentation.

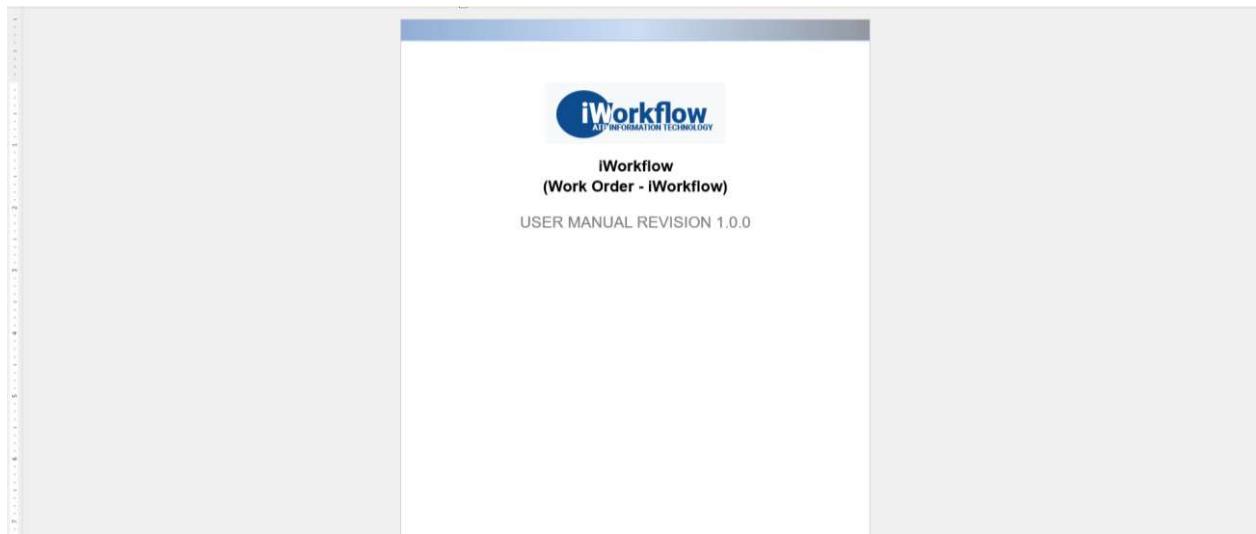


Figure 5. iWorkflow User Manual

It took less than a week to finish the user manual and the output was comparable to the degree of detail identical to the iCATS user manual. In the end, a total of 50 pages were created detailing each functionality of the created work order module. It was then sent to the supervisor via email for submission.

iWorkflow – SPC Database Request Form Module

Following the completion of the iWorkflow Work Order user manual, two additional modules were given as tasks to the intern. First is the SPC (Statistical Process Control) Database Request form wherein the intention is to provide information on a specific process package for it to be stored in the database. The form is relatively simple and can be done using collections alone. It is a standalone form, meaning it does not require data from other requests and does not need dynamic retrieval compared to that was a main challenge encountered in the iWorkflow Work Order module. However, a difference lies in the number of approvals needed, in this case it requires the approval of 4 different personnel, which was relatively easy to do. Thus, the intern was able to accomplish it in a short time.

The screenshot displays the 'SPC DATABASE REQUEST FORM' interface. At the top, there is a navigation bar with five circular icons labeled D, 1, 2, 3, 4, and 5, representing a workflow process. Below this, a '1-New Request' button is on the left, and a 'Files 0' button is on the right. The main form area is titled 'SPC DATABASE REQUEST FORM' for AMKOR TECHNOLOGY PHILIPPINES Quality & Reliability Engineering. It contains several input fields and dropdown menus for 'USERS' (Requestor, Site, Department, Local# / Email ID, Plant) and 'SPC DATABASE' (Package, Frequency, Item, Sample Size, Condition). A note at the bottom states: 'Description of Request: Attach official documents supporting the request. Please give background/details.'

Figure 6. SPC Database Request Form 1

The form is titled 'SPC DATABASE' and includes the following fields:

- Department:** [dropdown]
- Plant:** [dropdown]
- SPC DATABASE**
- Description of Request:** [text area] - Description of Request: Attach official documents supporting the request. Please give background/details.
- Package:** [dropdown]
- Frequency:** [dropdown]
- Item:** [dropdown]
- Sample Size:** [dropdown]
- Condition:** [dropdown]
- Spec Limit:** (radio buttons) Lower Limit, Upper Limit, Two Sided Limit
- Lower Spec Limit:** [text input]
- Upper Spec Limit:** [text input]
- Unit of Measurement:** [dropdown]
- Attachment (Control Plan/CPF):** [dropdown]
- Files 0** [button]
- Remarks:** [text area]

Actions [dropdown]

- Submit**
- Draft**

Figure 7. SPC Database Request Form 2

iWorkflow – SPC Customer Report Request Form Module

The Statistical Process Control (SPC) Customer Report Request form module was one of the additional module tasks given to the intern following the completion of the iWorkflow Work Order module. This form, on the other hand, is intended to be used when the customer has specific issues in relation to the SPC package or device. Like the Database Request form, it does not need any complex retrieval of them from other requests and is only dependent on the use of collections. The intern also managed to complete the additional task in a short amount of time. Notably, the two created modules of the SPC were not partnered with a user manual and were not demonstrated to the user due to the end of the internship. Nevertheless, the module itself was completed.

Figure 8. SPC Customer Report Request Form 1

Figure 9. SPC Customer Report Request Form 2

Synthesis of the Practicum Engagement

Learnings

The students gained valuable skills and experience throughout the internship which led to their professional growth. This includes a combination of both hard and soft skills being applied in the workplace.

An essential component which was emphasized since the general orientation week is the importance of professionalism. The student was taught that through its application, it will result in building trust and respect, enhanced reputation, better communication, drives career growth, and promotes a healthy workplace. Amkor Technology deeply cherishes this value which its founder greatly states to be the core reason to the company's continuous growth. Thus, the student embodied this aspect throughout the duration of the internship making sure that related actions such as showing up on time, being responsible for his work, being honest and transparent, and always prioritizing communication were always being practiced.

Another part of the general orientation is knowing and being familiar with the key processes, rules, and outputs involved in a semiconductor company such as Amkor Technology. Though this may seem a bit unrelated at first, the student must learn as an intern that all the specialized systems and applications being developed or maintained in the IT department are deeply connected to the company's main operation. The student was able to learn that the company outsources raw materials from other companies, Amkor's main role is to develop the product or to perform respective testing. The general process involves creating the Integrated Circuit (IC) design, the fabrication process, the wafer testing, the assembly and packaging, final testing, and quality control. People assigned to different processes are oriented and trained to ensure quality output. Evidently, the student was able to observe this later, all subsections of the department such as the web development, automation, mobile development, and data analysis are connected to the company's operation.

The IT department's rules and regulations were also among the first learnings of the student. Specifics on how data should be handled, what software can be installed, and other key aspects are among the contents of the given documentation. This led to the students being cautious and considering the effects of each action as the company deeply values data integrity and promotes a professional environment.

With the above reminded and learned, the student was oriented on how the Software Development Life Cycle (SDLC) works within the IT department to ensure a smooth and fast paced operation. The SDLC starts with the clients and the business analysts. They collaborate to construct what they call the Scope of Requirements (SOP). It contains the requirements and expectations of the client through which the business analysts determine if it is feasible and realistic enough given the expected deadline. Afterwards, the business analyst hands the agreed upon SOP to the developers which are responsible for developing the system given the deadline. Unit testing will then be applied after the completion of the system, which will also be conducted by the business analysts who were experienced programmers as well. Only then will it proceed to the User Acceptance Testing (UAT), wherein the clients test out the application if any further changes are needed. In case of further revisions, business analysts include these changes in the SOP and another cycle of development will be conducted. If the client is satisfied, the next process would be deployment.

The deployment process starts with identifying the required amount of storage needed to deploy the system. This is a job with the collaboration of the infrastructure, the sub department of the IT department responsible for the handling of servers and hardware. Afterwards, post deployment testing will be conducted to ensure that the UI and functionalities work as intended.

Throughout the internship, the student was able to acquire technical skills. Among them is the use of Laravel in building web applications. Key concepts such as how Create, Read, Update, and Delete (CRUD) are done in Laravel, which was applied along with how Routing was done in the mentioned framework.

The development of the iWorkflow - Work Order module led to the expanded learning and proficiency in the use of JavaScript and jQuery. The task mainly involves the frontend (client-side) development, wherein HTML elements present in the created forms are manipulated with the involvement of the gathered data through JavaScript Object Notation (JSON). This led to the student gaining a deeper understanding of dynamic data handling, DOM manipulation, and asynchronous communication between the client and server. The student also learned how to integrate user interactions with real-time data updates, improving the overall responsiveness and functionality of the module.

Proper documentation was also among the learnings of the student. The student along with his assigned work buddy were tasked with the creation of the user manual of the whole iCATS system user manual and the developed iWorkflow module user manual. They were taught to fully understand the system and all its functionalities at first to create an effective user manual. To make it simple, avoid technical terms, include illustrations and use callouts (the visual annotations such as arrows and labels to highlight specific parts of an image), and be detailed in the steps as much as possible. Doing so will promote readability among users without any technical experience.

Overall, the internship experience gave the student a solid understanding of both technical and professional skills needed in a real work environment. By working closely with experienced mentors and being part of actual projects, the student learned how important it is to be responsible, communicate clearly, and always aim to improve. From learning new tools like Laravel and jQuery to understanding how systems are built and maintained in a big company like Amkor Technology, the student was able to grow not just as a developer, but also as a future professional. The knowledge and values gained during the internship will surely be useful in the student's future career journey.

Realizations

The internship gave the intern a real glimpse into how companies operate. It was a blend of professional work and a supportive, family-like atmosphere. The work itself was often fast paced, with strict deadlines that could sometimes be stressful. However, this is where the support system truly shone. Asking for help felt completely natural, and difficulties were always resolved quickly. The intern realized how crucial a healthy work environment is, as it directly impacts performance.

Moreover, the ability to adapt dynamically is a must. Sometimes, like with the challenges faced while developing the iWorkflow module, difficulties and obstacles will pop up. This is where one's ability to compromise or find alternatives becomes vital. To keep up with demands, an individual must learn this skill the intern truly grasped.

Another key lesson was not to be afraid of asking for help. This was emphasized during their general orientation, as not doing so is counterproductive and can lead to bigger problems. This was clearly seen when the intern sought help from other developers for their assigned task.

Lastly, and perhaps most importantly, the internship highlighted the need to build connections and learn to work effectively with people. Colleagues act as a crucial support system, significantly impacting one's own productivity and professional growth. This collaboration fosters an environment where challenges are met together, knowledge is shared freely, and personal development is continuously encouraged. The intern learned that strong relationships with coworkers are not just about camaraderie but are essential for finishing complex projects and achieving shared goals.

Conclusion

The internship at Amkor Technology truly showed the intern how real companies work. It was a mix of professional tasks and a friendly, supportive team. Even though the work was often fast paced with tight deadlines that could be stressful, the strong support system made a big difference. The intern quickly learned that asking for help was normal and that problems were solved right away. This experience highlighted how important a healthy work environment is, as it directly affects how well you perform. Key soft skills also shine, like being able to change plans quickly when problems come up and learning not to be afraid to ask for help. Most importantly, the intern realized that building connections and working well with others are crucial, as coworkers become your support and help you grow.

Beyond these important lessons, the intern also picked up useful technical skills. He learned about the whole Software Development Life Cycle (SDLC), from understanding what clients needed to develop, testing, and launching new systems. This included hands-on practice with Laravel for building websites and becoming better at JavaScript and jQuery for making things interactive, especially with the iWorkflow system. The internship also taught him the value of good documentation, like creating clear user manuals. Overall, this experience gave the intern a strong foundation in both the technical skills and professional habits needed in a real job, preparing them well for their future career.

Appendices

Appendix A

Competency – Based CV

Paul Carlo I. Bataga

+639213097829 | batagapaul10@gmail.com | https://www.linkedin.com/in/paul-bataga-438778317/

Experience

Amkor Technology Philippines

IT Intern

(May.2025 – July.2025)

Developed a module for a workflow application and authored user manuals for an asset management system and the newly implemented module. Gained hands-on experience in software development, technical documentation, and cross-functional collaboration, while enhancing the ability to communicate complex processes clearly in a professional environment.

Education

Mapúa Malayan Colleges Laguna

Bachelor of Science in Computer Science

(Aug. 2021 – Ongoing)

Dean's List and President's List

Senior High School - STEM - M

(Science, Technology, Engineering, Math, and Medicine)

(2019 – 2021)

With High Honors

Colegio San Agustin Biñan (CSA Biñan)

Junior High School

(2015 – 2019)

Blue Eagle Awardee (With High Honors)

Technical Skills

- Web Dev Fundamentals
- JavaScript, HTML, CSS
- C#, Java, Python
- SQL, MS Access, PHP
- Responsive Web Design
- JS Framework (React)
- Web Optimization
- Unity
- Postman, Apache
- Android Studio
- Matlab
- Version Control
- APIs and Web Service
- Prototyping
- Large Language Model

Projects

GECO – LLM Based Companion Mobile Application | .Net, Maui Framework,

GECO, a mobile sustainability companion that uses Gemini to provide tailored recommendations and foster eco-friendly habits. It communicates with a sustainability-tuned Gemini for sustainability-related troubles. It can also find topics while incorporating sustainability into the search using Brave Search and Gemini. GECO also tracks mobile phone habits, users will receive notifications when unsustainable actions are detected. A report is also generated to highlight users' mobile habits throughout the week.

VGMech A Visual Game Mechanics Website | ASP.net, PHP, CSS, Unity, MySQL

Developed a website dedicated to learning game mechanics interactively and collaboratively, featuring interactive demonstration, sample code implementations, mini games with leaderboards, and discussion forums where users can engage with content and peers, enhancing their understanding and application of game design principles.

Barangay Majayjay Website | ASP.net, C#, CSS, SQL

Developed a comprehensive website for Barangay Majayjay using ASP.NET, C#, CSS, and SQL. The site provides residents with essential information, services, and updates, enhancing community engagement and communication through a user-friendly interface and robust backend system.

Certifications

- TOEIC (Total Score: 900 || CEFR: B2 || Valid Until: Jan 19, 2027)
- CompTIA IT Fundamentals+
- AWS Academy Graduate - AWS Academy Cloud Foundations
- React Basics Meta
- Advanced React Meta
- Python Course CodeChum
- Java SoloLearn
- Intermediate Python Datacamp
- Data Analyst with Python Datacamp
- Understanding Data Science Datacamp

Appendix B

Endorsement Letter



25 March 2025

MR. KELLY BERNARDO

Recruitment Manager, Amkor Technology Philippines
P3 and P4, 119 North Science Avenue, Special Economic Processing Zone
Laguna Technopark, Biñan, Laguna, Philippines 4024

Dear Mr. Bernardo,

The BS Computer Science program of Mapúa Malayan Colleges Laguna requires their students to undergo a Practicum program for a minimum of 324 hours during the third term of our academic calendar.

We would like to request that Mr. Paul Carlo I. Bataga be permitted to have his training in your company. We believe that your company can provide the relevant exposure necessary for our students to achieve the intended learning outcomes for the BS Computer Science program. We are confident that he will be able to acquire the practical knowledge and skills expected from a Computer Science graduate which, in turn, would guarantee a continuous supply of CS professionals needed by your company.

We thank you for your favorable action and we look forward to a more meaningful linkage that is mutually beneficial to our students and your company.

With warm regards,

A handwritten signature of Jonalyn G. Ebron.

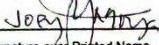
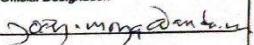
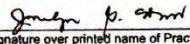
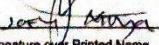
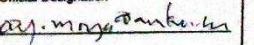
JONALYN G. EBRON

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College of Computer and Information Science
Mapúa Malayan Colleges Laguna

jgberon@mcl.edu.ph
(049) 832-4076

Appendix C

Practicum Acceptance

 MAPUA MALAYAN COLLEGES LAGUNA	<small>REVISION NO.: 00</small> <small>REVISION DATE: May 10, 2016</small>
PRACTICUM CONFIRMATION AND ACCEPTANCE FORM	
IMPORTANT INFORMATION	
<ul style="list-style-type: none"> STUDENTS ACCEPTED FOR PRACTICUM IN A HOST COMPANY WILL HAVE TO ACCOMPLISH THIS FORM. ASK THE PRACTICUM SUPERVISOR/ COMPANY REPRESENTATIVE TO FILL IN THE DETAILS OF THE TRAINING. SUBMIT TO THE PRACTICUM ADVISER/COORDINATOR PRIOR TO THE START OF TRAINING. 	
NAME OF STUDENT <input type="text" value="Paul Carlo J. Bataga"/> COURSE CODE <input type="text" value="CS109F"/>	STUDENT NUMBER <input type="text" value="2021110720"/> SY/TERM ENROLLED <input type="text" value="2021-2025 /3rd term"/>
<p>This is to certify that <u>Paul Carlo J. Bataga</u> (name of student-trainee) has been accepted for practicum at <u>Ambior Technology Philippines, Bm22 East Service Road, Cainta, Rizal</u> (name and address of establishment) and will be attached to the <u>IT</u> department/s for a minimum of, but not limited to <u>324</u> hours. Training will commence on <u>May 13 2025</u> and is expected to end on <u>July 13 2025</u>. Attached is the list of requirements.</p>	
COMPANY REPRESENTATIVE	
 Signature over Printed Name <u>IT</u> Department	<u>AP</u> Official Designation  Email and Contact Number/s
NOTED BY	
 Signature over printed name of Practicum Coordinator	<u>May 28, 2025</u> Date
<small>COPY: (1) STUDENT; (2) HOST COMPANY; (3) PRACTICUM COORDINATOR</small>	
<small>FORM OVPAA 030B</small>	
<small>THIS FORM IS AVAILABLE AT THE OVPAA.</small>	
 MAPUA MALAYAN COLLEGES LAGUNA	
PRACTICUM CONFIRMATION AND ACCEPTANCE FORM	
IMPORTANT INFORMATION	
<ul style="list-style-type: none"> STUDENTS ACCEPTED FOR PRACTICUM IN A HOST COMPANY WILL HAVE TO ACCOMPLISH THIS FORM. ASK THE PRACTICUM SUPERVISOR/ COMPANY REPRESENTATIVE TO FILL IN THE DETAILS OF THE TRAINING. SUBMIT TO THE PRACTICUM ADVISER/COORDINATOR PRIOR TO THE START OF TRAINING. 	
NAME OF STUDENT <input type="text" value="Paul Carlo J. Bataga"/> COURSE CODE <input type="text" value="CS109F"/>	STUDENT NUMBER <input type="text" value="2021110720"/> SY/TERM ENROLLED <input type="text" value="2021-2025 /3rd term"/>
<p>This is to certify that <u>Paul Carlo J. Bataga</u> (name of student-trainee) has been accepted for practicum at <u>Ambior Technology Philippines, Bm22 East Service Road, Cainta, Rizal</u> (name and address of establishment) and will be attached to the <u>IT</u> department/s for a minimum of, but not limited to <u>324</u> hours. Training will commence on <u>May 13 2025</u> and is expected to end on <u>July 13 2025</u>. Attached is the list of requirements.</p>	
COMPANY REPRESENTATIVE	
 Signature over Printed Name <u>IT</u> Department	<u>AP</u> Official Designation  Email and Contact Number/s
NOTED BY	
 Signature over printed name of Practicum Coordinator	<u>May 28, 2025</u> Date
<small>COPY: (1) STUDENT; (2) HOST COMPANY; (3) PRACTICUM COORDINATOR</small>	
<small>FORM OVPAA 030B</small>	

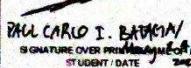
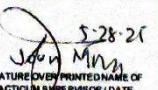
Appendix D

Liability Waiver

	<p style="text-align: right; margin-top: -10px;">REVISION NO.: 00 REVISION DATE: May 10, 2016</p> <p> MAPUA MALAYAN COLLEGES LAGUNA</p> <p style="text-align: center;">STUDENT TRAINING AGREEMENT AND LIABILITY WAIVER</p> <p>IMPORTANT INFORMATION</p> <ul style="list-style-type: none">• THIS FORM IS TO BE ACCOMPLISHED AND SUBMITTED BY STUDENT TRAINEE TO THE PRACTICUM ADVISER BEFORE STARTING THE PRACTICUM.• READ AND UNDERSTAND THE PROVISIONS OF THIS AGREEMENT AND WAIVER.• ENSURE THAT ALL SIGNATORIES SIGN THE FORM. <p>I, <u>Paul Carlo T. Bataga</u>, and a student of MALAYAN COLLEGES LAGUNA (hereinafter referred to as "MCL", do hereby voluntarily undergo on-the-job training at <u>Amber Technology Philippines</u>, hereinafter referred to as the "Host Company", located at <u>JM1 22 East Service Road, Cuyapo, Montalban City</u>, under the following terms and conditions:</p> <p>a. That the practicum training will commence on <u>May 13 2016</u> and ends on <u>July 13 2016</u> and will have to complete a minimum of <u>30</u> hours required for the on-the-job training;</p> <p>b. That I shall observe proper decorum and act professionally at all times and abide by the Company's rules and regulations and comply with those imposed for the training program, otherwise, I shall be excluded from further participation;</p> <p>c. That in the course of my training program, I may have access to information which may be of confidential in nature and proprietary to the Company, for which I may be required to execute a confidentiality and non-disclosure agreement as a prerequisite to my participation in the training program;</p> <p>d. That the time I will spend on the training program in the completion of my on-the-job training requirements will not and should not be interpreted or construed as working hours and should be regarded as non-compensable. Provided that, the Company may, as a unilateral act of liberality or generosity on their part, provide me with meal, travel, transportation allowances, accommodations, etc.;</p> <p>e. That I fully understand that notwithstanding the allowances enumerated in the preceding section which I may receive, there exists no labor-management and/or employer/employee relationship between me and the Company where I will undergo my training;</p> <p>f. That I shall exercise due care and diligence in the tasks assigned to me and personally be made answerable for any and all liabilities for damage to property or injury to third person, which may be occasioned by my intentional or negligent acts during the course of my on-the-job training;</p> <p>g. That I shall likewise hold the Host Company and MCL free and harmless from any and all liability and responsibility for any sickness or injury to myself and third parties and damage to property which I may sustain and/or may occur at any time during the training program, including time spent in traveling to and from any and all premises and locations where I may be required to go to as part of my training program;</p> <p>h. That the Company reserves the right to discontinue my training on reasonable grounds upon written notice to MCL and myself. Additionally, in the event my training program is discontinued for reasons attributable only to myself, I may be made to reimburse the Host Company for any/all the allowances, stipends, etc., which I may have received from them during and prior to the termination of my training program;</p> <p>i. That in addition to my liability under section g and for the pre-termination of my training program provided for under section h hereof, I may be subjected further to disciplinary action in accordance with the school's student manual and/or be a ground for disqualification from graduation;</p> <p>Signed on this <u>24th</u> day of <u>May</u>.</p> <p style="text-align: right;"><u>PAUL CARLO T. BATAGA</u> Signature over printed name of Student Trainee</p> <p>WITH OUR CONSENT: _____ Signature over printed name of Parent/Guardian (for minors only)</p> <p>NOTED BY: _____ <u>SONALYN F. BATA</u> <u>5/24/2016</u> Printed Name and Signature of Practicum Adviser/ Coordinator</p> <p style="text-align: right;"><u>Jeffrey</u> Printed Name and Signature of Host Company Representative</p> <p style="text-align: right; font-size: small;">THIS FORM IS AVAILABLE AT THE OVPAA.</p>	
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Appendix E

Training Plan

 MAPÚA MALAYAN COLLEGES LAGUNA		<small>REVISION NO.: 00</small> <small>REVISION DATE: May 10, 2016</small>														
TRAINING PLAN																
NAME <input type="text" value="Paul Carlo I. Batanga"/>	COURSE CODE <input type="text" value="CS199F"/>	PROGRAM & STUDENT NO. <input type="text" value="BSCS 2021160720"/>														
COURSE TITLE <input type="text" value="CS PRACTICUM"/>																
STUDENT OUTCOMES <p>(CO1) Identify, analyze and design business process solution to the problem faced by the organization</p> <p>(CO2) Apply the different concepts of system analysis and design, software engineering, database management, and programming courses in the problem-solving process in the organization, and</p> <p>(CO3) Acquire new knowledge and experience while organization</p>																
AREAS / PHASES OF TRAINING AND TIME ALLOTMENT <table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> Process Introduction and orientation (30 hours) <ul style="list-style-type: none"> - General Orientation - Software development and deployment process - Development of project (250 hours) - Development applying learned concepts and techniques </td> <td style="width: 50%; vertical-align: top;"> Documentation of Project Developed (50 hours) <ul style="list-style-type: none"> - Users walks through and Software Demo - Users Manual Documentation - Marketing Materials for users. </td> </tr> </table>			Process Introduction and orientation (30 hours) <ul style="list-style-type: none"> - General Orientation - Software development and deployment process - Development of project (250 hours) - Development applying learned concepts and techniques 	Documentation of Project Developed (50 hours) <ul style="list-style-type: none"> - Users walks through and Software Demo - Users Manual Documentation - Marketing Materials for users. 												
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CONFORME  <small>PAUL CARLO I. BATANGA/ SIGNATURE OVER PRINTED NAME OF STUDENT / DATE 2015</small>	CONSENT (FOR MINORS ONLY) <small>SIGNATURE OVER PRINTED NAME OF PARENT OR GUARDIAN / DATE</small>	NOTED BY  <small>Joy Mina 5-28-25</small>	ENDORSED BY <small>SIGNATURE OVER PRINTED NAME OF PRACTICUM ADVISER / DATE 3/1/16</small>	APPROVED BY <small>SIGNATURE OVER PRINTED NAME OF PROGRAM CHAIR / DATE 3/1/16</small>												

THIS FORM IS AVAILABLE AT THE OVPAA.

Appendix F

Complete Weekly Journal



REVISION NO.: 00
REVISION DATE: May 10, 2016

DAILY JOURNAL

IMPORTANT INFORMATION

- INCLUDE TASK ASSIGNMENTS OR MOVEMENTS, REFLECTION ON THE DAY'S NEW LEARNING, ACCOMPLISHMENT, CHALLENGES FACED AND HOW YOU RESPONDED, OBSERVATIONS AND RECOMMENDATIONS ON THE IMPROVEMENT OF SYSTEMS / OPERATION / MANAGEMENT, ETC.
- SCANNED COPIES OF THIS FORM SHALL BE SUBMITTED ON A WEEKLY BASIS THROUGH APPROVED LMS.
- HARD COPIES OF THIS FORM SHOULD BE COMPILED AS PART OF THE STUDENT'S PORTFOLIO.

DATE	May 13	AREA ASSIGNMENT	7:00 AM – 4:30 PM
TASK	Orientation Recap	SHIFT/TIME	IT Department

My first day began quite hectic due to me not being able to take the free shuttle offered by the company. The cause was the outdated excel file showing the pickup locations on the shuttle service. It turns out that the pickup location that I was waiting on was moved to another location causing me to miss it. I was forced to commute and later on during out time, made sure to clarify the new location to the bus operators. Nonetheless, the first day includes a whole day orientation regarding the specifics of the company which includes rules, processes, efforts, etc. They said that all new hires, which includes the OJTs, will have an exam after the 3 day orientation to assess our understanding. The day was filled with learnings and curiosity as we explore the facilities.

A rectangular box containing a handwritten signature.

TRINEE'S SIGNATURE



REVISION NO.: 00
REVISION DATE: May 10, 2016

DAILY JOURNAL

IMPORTANT INFORMATION

- INCLUDE TASK ASSIGNMENTS OR MOVEMENTS, REFLECTION ON THE DAY'S NEW LEARNING, ACCOMPLISHMENT, CHALLENGES FACED AND HOW YOU RESPONDED, OBSERVATIONS AND RECOMMENDATIONS ON THE IMPROVEMENT OF SYSTEMS / OPERATION / MANAGEMENT, ETC.
- SCANNED COPIES OF THIS FORM SHALL BE SUBMITTED ON A WEEKLY BASIS THROUGH APPROVED LMS.
- HARD COPIES OF THIS FORM SHOULD BE COMPILED AS PART OF THE STUDENT'S PORTFOLIO.

DATE	May 14	AREA ASSIGNMENT	7:00 AM – 4:30 PM
TASK	Safety Briefing	SHIFT/TIME	IT Department

The second day of the orientation was held this day. It revolved around safety, standard procedures, and other related concepts. Again it was full of learnings yet also a bit boring to listen on lectures all day. I got to try new food selection on the cafeteria and quite liked it. Notably, I was also able to successfully ride the morning shuttle service on the right pickup point which greatly lessened the hassle of commuting, expenses, and the pressure on getting in the company on time. Amkor has an early duty time of 7 am and being able to be there on time while commuting can be problematic due to morning rush hours.



TRAINEE'S SIGNATURE

COPY: (1) STUDENT: (2) PRACTICUM ADVISER

FORM OVPAA 030G

THIS FORM IS AVAILABLE AT THE OVPAA.



MAPÚA
MALAYAN COLLEGES
LAGUNA

REVISION NO.: 00
REVISION DATE: May 10, 2016

DAILY JOURNAL

IMPORTANT INFORMATION

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DATE	May 15	AREA ASSIGNMENT	7:00 AM – 4:30 PM
TASK	Exam Prep	SHIFT/TIME	IT Department

Today is the final day of our orientation and tomorrow we must take an exam to test our understanding. I'm quite nervous as we need to achieve a 100% grade to pass. The lectures were well thought and I think I can make it through discipline. I must say that it's a new experience dealing with the same exam as what new hires do yet I'm quite optimistic about tomorrow. I hope I'm not speaking too soon.



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DATE	May 16	AREA ASSIGNMENT	7:00 AM – 4:30 PM
TASK	Exam Day	SHIFT/TIME	IT Department

Today is our orientation exam the whole day where we will take exams in varying topics. At first, I was pressured if I will pass all the exams or will I fail the 2 given attempts. We were given ample amount of time to first prepare ourselves with a given reviewer and was given flexibility in taking each exam at our preferred time within the day. Through luck and effort in memorizing, I was able to push through each exam with ease except for one topic that I passed during the second attempt. This day made me realize how hard it really is when applying for a job and proving your worth through such assessments.

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DATE	May 20	AREA ASSIGNMENT	7:00 AM – 4:30 PM
TASK	Policy Review	SHIFT/TIME	IT Department

On Day 6, after the last of the interns assigned to the IT department finished the orientation exam. We were endorsed to the IT department. Unfortunately, our supervisor was on leave so we couldn't get the needed initial requirements. Though the second in charge gave us the instruction to review the IT policies printed copy for us to be familiar with the do's and don'ts.



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DATE	May 21	AREA ASSIGNMENT	7:00 AM – 4:30 PM
TASK	Team Introduction	SHIFT/TIME	IT Department

The day started with our now present supervisor introducing us to the various groups involved in the IT department. We get to know the members in the Infra, DevOps, Automation, SQL, and even the new AI group which really caught our interest as our thesis was related to Artificial Intelligence. In every new group we get to introduce ourselves along with a short summary of our thesis. Notably, we also get to converse and introduce ourselves with the CIO of the Amkor Philippines which was pressuring at first yet left us with lots of learnings and self reflection.

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DATE	May 22	AREA ASSIGNMENT	7:00 AM – 4:30 PM
TASK	AI Orientation	SHIFT/TIME	IT Department

This day includes our introduction to the next highest position below the CIO. The conversation flowed a lot to the application of AI in the semiconductor industry and instructions to our supervisors for us to be assigned in the AI team. Our accounts were finally settled and they said that hopefully our desktops arrive tomorrow for us to start our tasks. We were also challenged to come up with an idea how AI can be further applied in the production side of the company.



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DATE	May 23	AREA ASSIGNMENT	7:00 AM – 4:30 PM
TASK	AI Proposal	SHIFT/TIME	IT Department

Today we presented our idea of a possible application of AI in the company's internal process. It was mentioned that our ideas are great yet they want to focus more on the production side application of AI, something that can significantly boost the output, quality, or consistency of the products they made. That being said, we had trouble thinking of another possible application as we only know the broad processes as mentioned in the general orientation.

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DATE	May 27	AREA ASSIGNMENT	7:00 AM – 4:30 PM
TASK	Data Encoding	SHIFT/TIME	IT Department

The day started with us being tasked to do some encodings of some data stored in an excel file to a website. It was generally easy to do yet took quite an amount of time due to its quantity. Afterwards we were instructed to install essential softwares such as VS code, Xampp, and the necessary drivers. It was quite challenging as we were instructed to figure it all out first. That being said, we were given ample guidance whenever we are having difficulties.

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DATE	May 28	AREA ASSIGNMENT	7:00 AM – 4:30 PM
TASK	Tool Familiarization	SHIFT/TIME	IT Department

Today we were given a short overview on the tools being used for development specifically in the web development of the IT department. This was done due to the decision that it was still undecided on what are we going to develop related to the Artificial Intelligence so in the meantime we will contribute to the documentation and a bit of development in the web development group. Afterwards, we were tasked to install the discussed tools to our PC and self study to familiarize ourselves with it.

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DATE	May 29	AREA ASSIGNMENT	7:00 AM – 4:30 PM
TASK	Progress Review	SHIFT/TIME	IT Department

After continuing to self study first thing in the morning, we were called in an office for a 'Kamustahan' for us recently hired OJTs. There we brought up our learnings and even our concerns which was respectfully acknowledged and addressed. Once of the concerns was one of our fellow intern does not have his own desktop which was immediately corrected and given his own unit later, after lunch. Around 2pm, we were again called by another head, which was the CIO of Amkor Technology Philippines. There we were given some insights and teachings on how to adapt to your workplace and to not limit your learnings to what is given in academic institutions. The day is full of learnings and we were glad that some of our concerns were immediately taken care of.



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DATE	June 2	AREA ASSIGNMENT	7:00 AM – 4:30 PM
TASK	Manual Drafting	SHIFT/TIME	IT Department

This day was when we started creating the user manual for the newly created asset management system of the company. We were first oriented on how the system works so that we would have a clear understanding before creating the user manual. After a short orientation, we spent the rest of the day working on it.



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DATE	June 3	AREA ASSIGNMENT	7:00 AM – 4:30 PM
TASK	Manual Writing	SHIFT/TIME	IT Department

There was not anything new this day, we just continued working on the user manual tasked to us. It was quite challenging as there were a lot of module functionalities which is needed to be documented properly. That being said, we also talked a lot with our fellow interns coming from other schools and was able to gather their experience within the company. They said that they were mostly involved in documentation. I still do hope that we get to develop a system later after the creation of the user manual.



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DATE	June 4	AREA ASSIGNMENT	7:00 AM – 4:30 PM
TASK	Manual Finalization	SHIFT/TIME	IT Department

We were almost finished creating the user manual, we just need to finalize the layout and spacings before sending it to our supervisor for approval. I felt a bit proud of our work due to its detail and the amount of effort we've given to it. I do hope that our supervisors approve of it immediately and if not, with little revisions as possible so that we may be involved in some development later on.

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DATE	June 5	AREA ASSIGNMENT	7:00 AM – 4:30 PM
TASK	Manual Submission	SHIFT/TIME	IT Department

Today we have finished the user manual for the asset management system of the company. Our supervisors were shocked to know that we completed the task in just a few days. We sent the final copy through email for final review. With that, from the afternoon onwards, we spent our time continuing to study Laravel and php.



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DATE	June 10	AREA ASSIGNMENT	7:00 AM – 4:30 PM
TASK	System Familiarization	SHIFT/TIME	IT Department

After the long weekend had passed, the whole IT department became really busy and our supervisors were switching from meeting to meetings. At first, I thought that no new task would be given to us today, yet an hour before our dismissal, we are given a short lecture on the new workflow task through which we will develop a workflow form at their workflow management system as per requested by another department. With that, we were immediately given access to the system and were then tasked to familiarize ourselves with the system.



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DATE	June 11	AREA ASSIGNMENT	7:00 AM – 4:30 PM
TASK	Module Planning	SHIFT/TIME	IT Department

Today, we started creating the workflow module assigned to us. We first held an online meeting with the stakeholders to specify the requirements needed for the module; the meeting lasted for an hour and was conducted together with our supervisor to lead the conversion. I learned a lot during this meeting as I learned how they conduct the initial interview to construct the scope of work. Afterwards, we proceeded to make the user interface of the module.



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DATE	June 12	AREA ASSIGNMENT	7:00 AM – 4:30 PM
TASK	Logic Implementation	SHIFT/TIME	IT Department

Today was fun yet really challenging. I thought initially that implementing the logic would be easy, but due to the nature of their system which uses templates and JQuery, the transferring of data from one state to another made it quite difficult. Nevertheless, we are determined to finish it as early as possible and seek guidance from our supervisors when needed.



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DATE	June 16	AREA ASSIGNMENT	7:00 AM – 4:30 PM
TASK	Data Cleaning	SHIFT/TIME	IT Department

The day started with the intention to continue the workflow module assigned to us. However, a quick task was given to us to perform data cleaning at an excel file containing sample data to be used for their learning management system update. We did so accordingly and was finished in less than 10 mins. Afterwards, we continue to work on the workflow module wherein we encountered a challenge in performing live computation of total costs due to the limitation and strictness of the platform to only use templated table elements. Hopefully we could fix it tomorrow.



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DATE	June 17	AREA ASSIGNMENT	7:00 AM – 4:30 PM
TASK	Cost Calculation	SHIFT/TIME	IT Department

Today we were finally able to solve the issue regarding the use of tables and the live computation of total costs. The solution is to implement jQuery to just loop the existing template table and add sub elements whenever a new row is added. Tomorrow, our goal is to implement the dynamic addition of sections when the form is submitted to the approvers side and to gather data from one request to another.



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DATE	June 18	AREA ASSIGNMENT	7:00 AM – 4:30 PM
TASK	Form Handling	SHIFT/TIME	IT Department

This day we continued to work on the workflow module but came across a limitation. We thought that it was possible to dynamically add form sections and extract data from other submitted request. Yet, when we finally got tired of trying to implement this, we sought guidance from our senior developers. They mentioned that such dynamic addition of data must be done outside the developed system and cannot be done through the system's script functionality. Hence, to do this we must have access to the system's source code itself. Our supervisor is currently on leave so we plan to consult this tomorrow.



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DATE	June 19	AREA ASSIGNMENT	7:00 AM – 4:30 PM
TASK	Feature Limitation	SHIFT/TIME	IT Department

Today, once the shift started in the morning, we immediately consulted our supervisor regarding the limitation. He said that he will talk about it with the developer specialized in the system to decide on the next action. Afterwards, we were called to the CIO's office for an important task. We were tasked to create a presentation revolving around chain supply and was given sub topics to include. This was immediate as it is needed on Saturday, the day of presentation. Through teamwork, we divided tasks, and work on the slides the rest of the day.

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DATE	June 24	AREA ASSIGNMENT	7:00 AM – 4:30 PM
TASK	Presentation Prep	SHIFT/TIME	IT Department

This day we learned that the presentation we created last week was rejected. That said, our supervisor gave us constructive criticism to better understand on what areas need improvement. We learned that the contents of the presentation should have minimal words, just enough for the speaker to know the topic and put trust in him that he will be the one delivering the expanded train of thought. After the meeting, we practiced Laravel as we wait for further instructions on the workflow module. Our supervisors were very busy throughout the rest of the day.

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DATE	June 25	AREA ASSIGNMENT	7:00 AM – 4:30 PM
TASK	Content Review	SHIFT/TIME	IT Department

Aside from the continuation of the workflow module after the discussion with our supervisor in the morning, a notable and important meeting was held. This interns meeting is not technical but focused on the life story of the company's CIO. He shared his difficult yet meaningful journey from poverty to success. I realized how deserving he is to his position given his unending passion to learn and persevere despite hardships. His creative thinking that led to the development of IT in Amkor Philippines and rose as the top branch worldwide. Moreover, he gave us life lessons to focus on relationships and building with people. In the end, we left the meeting room full of motivation and a message to carry through life.

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REVISION DATE: May 10, 2016

DAILY JOURNAL

IMPORTANT INFORMATION

- INCLUDE TASK ASSIGNMENTS OR MOVEMENTS, REFLECTION ON THE DAY'S NEW LEARNING, ACCOMPLISHMENT, CHALLENGES FACED AND HOW YOU RESPONDED, OBSERVATIONS AND RECOMMENDATIONS ON THE IMPROVEMENT OF SYSTEMS / OPERATION / MANAGEMENT, ETC.
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DATE	June 27	AREA ASSIGNMENT	7:00 AM – 4:30 PM
TASK	Motivational Talk	SHIFT/TIME	IT Department

Today my work buddy and I are almost finished with the workflow module. We were given instructions to find an alternative to the current limitations of the workflow system. Thus, we decided to implement the business logic through the use of collections. Moving on, before lunchtime we were informed by our fellow interns that we were tasked to create the IT department's submission for the company's sustainability video competition wherein all departments were tasked to create a short video on how the department works towards sustainability. Thus we brainstormed the rest of the day and performed some shoots to be used in the video.

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DATE	July 1	AREA ASSIGNMENT	7:00 AM – 4:30 PM
TASK	Logic Refinement	SHIFT/TIME	IT Department

This day, we finally finished working on the workflow module assigned to us. That said, we haven't had our supervisor check the output due to their really busy schedule. We then proceeded to continue shooting short clips for the sustainability video of our department and edited it all accordingly. Notably, we became quite close with our fellow interns as we work together in accomplishing it.

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DATE	July 2	AREA ASSIGNMENT	7:00 AM – 4:30 PM
TASK	Video Planning	SHIFT/TIME	IT Department

This day, we continued to work on the sustainability video for the IT department. We video shoot on various areas to highlight the key improvement which was digitalization of many process. Paperless systems and increased productivity are among the essential points of the video. We are hoping that soon, our supervisor will have the time to check our output and provide the needed form template of the lubrication checklist.

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DATE	July 3	AREA ASSIGNMENT	7:00 AM – 4:30 PM
TASK	Module Completion	SHIFT/TIME	IT Department

This day, we finally got the form template for the lubrication checklist. Our supervisor, made a group chat on MS Teams together with the clients for easy communication. There, we brought up the request and was able to receive it on a short notice. We then proceeded to implement the checklist in the module and managed to finish it. Tomorrow, the plan is to improve the code structure for it to be cleaner and more readable for future developers. We also plan to have the module checked by our supervisor soon.

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DATE	July 4	AREA ASSIGNMENT	7:00 AM – 4:30 PM
TASK	Video Shooting	SHIFT/TIME	IT Department

Today, we made the IT department's final shoots to the sustainability highlights competition within the company. It was a lot of fun collaborating with our fellow interns and the employees of the department itself. That said, we were tasked to also create a user manual for the created module of the iWorkflow system. We plan to continue it next week and have the developed system check as promised by our supervisor.

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DATE	July 7	AREA ASSIGNMENT	7:00 AM – 4:30 PM
TASK	Checklist Integration	SHIFT/TIME	IT Department

Today, we continued with the revisions on the sustainability video assigned to all interns as the IT head gives his feedback on the initial output. He said to improve the audio and make the scenes not overextend as it may seem a bit boring when prolonged. That said, at the afternoon, me and my work buddy started creating the user manual for our finished iWorkflow work order module.



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DATE	July 8	AREA ASSIGNMENT	7:00 AM – 4:30 PM
TASK	Code Cleanup	SHIFT/TIME	IT Department

During this day, I was assigned to be the Voice actor of the whole video. Given the tasked, I recorded the needed narrations at the morning and continued to work on the user manual in the afternoon. We do hope to finish the video soon together with the user manual. I think it will take us 1-2 days to finish the user manual.



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DATE	July 9	AREA ASSIGNMENT	7:00 AM – 4:30 PM
TASK	Video Finalization	SHIFT/TIME	IT Department

Today was quite tiring as I did catch a cold in this rainy season. That being said, I redid the recording of the narration as requested by our supervisor as the script before was too long. Luckily, I was able to push through and was able to record without any audible differences. We hope to finish the revised video this week. I also did the user manual for the iWorkflow work order module before I did the recording.



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DATE	July 10	AREA ASSIGNMENT	7:00 AM – 4:30 PM
TASK	Video Revisions	SHIFT/TIME	IT Department

We finished the revisions for the sustainable video today yet some who reviewed it mentioned that maybe the narration can be improved. That being said, it was mentioned by our supervisor that tomorrow we will present the iWorkflow module to the clients for checking. Hopefully, it will happen and go smoothly as expected. The meeting of our supervisor and internship advisor will also happen tomorrow.



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DATE	July 11	AREA ASSIGNMENT	7:00 AM – 4:30 PM
TASK	Voice Recording	SHIFT/TIME	IT Department

Today we reviewed and finalized the developed iWorkflow work order module. In the afternoon, we held a meeting with the users together with our supervisor for the demonstration of the developed module. I was assigned to share my screen and do the demonstration and it was quite an experience. It was both pressure inducing mixed with feelings of joy. I was happy to experience such a moment similar to a real work experience. In the end, the users were satisfied with the developed module and suggested some additional functionality. That said, these will be added by other developers as our Internship will end next week.

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DATE	July 14	AREA ASSIGNMENT	7:00 AM – 4:30 PM
TASK	iWorkflow and Clearance	SHIFT/TIME	IT Department

This day is the last day of my internship at Amkor Technology Philippines. Last week our supervisor assigned two more modules in iWorkflow which was different from the Work Order module that we had finished before. That said, the two other modules were relatively easy to do and we were able to finish early before getting our clearance. This day was a mixture of sadness and happiness, happy that I finished the experience yet sad that it had to end that quick. I learned many things here and is happy to get to know a lot of new people.



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Appendix G

DTR



DAILY TIME RECORD*

REVISION NO.: 00
REVISON DATE: May 10, 2016

NAME OF STUDENT	NAME OF HOST COMPANY/DEPARTMENT ASSIGNED TO					
	MONTH	DATE	TIME-IN	TIME-OUT	TOTAL HOURS	MGRIS/PISR INITIALS
RHUL CARLO T. BATTATCH	MAY					
	1				1	
	2				2	4:30 PM
	3				3	4:30PM
	4				4	4:30PM
	5				5	4:30PM
	6				6	4:30PM
	7				7	4:30PM
	8				8	4:30PM
	9				9	4:30PM
	10				10	4:30PM
	11				11	4:30AM
	12				12	4:30 AM
	13	3:45PM	4:30 PM	1 hrs 45mins	13	4:30AM
	14	6:06 AM	4:30 PM	8 hrs 30mins	14	4:30AM
	15	6:08 AM	4:30 PM	8 hrs 30mins	15	4:30AM
	16	6:07 AM	4:30 PM	8 hrs 30mins	16	4:30AM
	17				17	4:30AM
	18				18	4:30AM
	19				19	4:30AM
	20	6:06 AM	4:30 PM	8 hrs 30mins	20	4:30AM
	21	6:05 AM	4:30 PM	8 hrs 30mins	21	4:30AM
	22	6:08 AM	4:30 PM	8 hrs 30mins	22	4:30AM
	23	6:10 AM	4:30 PM	8 hrs 30mins	23	4:30AM
	24	6:09 AM	4:30 PM	8 hrs 30mins	24	4:30AM
	25				25	4:30AM
	26				26	4:30AM
	27	6:09 AM	4:30 PM	8 hrs 30mins	27	4:30AM
	28	6:07 AM	4:30 PM	8 hrs 30mins	28	4:30AM
	29	6:05 AM	4:30 PM	8 hrs 30mins	29	4:30AM
	30	6:07 AM	4:30 PM	8 hrs 30mins	30	4:30AM
	31				31	4:30AM

VERIFIED BY:

Joray A. Antol
Signature overprinted name of Practicum Supervisor

7-14-2017

*To be validated once a week by the Practicum Adviser/ Coordinator
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NOTE: (1) student; (2) host company; (3) practicum adviser

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DAILY TIME RECORD*

REVISION NO.: 00
REVISION DATE: May 10, 2016

NAME OF STUDENT		NAME OF HOST COMPANY/ DEPARTMENT ASSIGNED TO	
MONTH	MONTH	Ankor Technology Philippines	
DATE	TIME-IN	TIME-OUT	TOTAL HOURS
			MGRSPVSR
			INITIALS
1	6:07 AM	4:30 PM	8 hrs 20mins
2	6:04 AM	4:30 PM	8 hrs 26mins
3	6:13 AM	4:30 PM	8 hrs 30mins
4	6:09 AM	4:30 PM	8 hrs 30mins
5			
6			
7	6:10 AM	4:30 PM	8 hrs 20mins
8	6:05 AM	4:30 PM	8 hrs 25mins
9	6:09 AM	4:30 PM	8 hrs 30mins
10	6:04 AM	4:30 PM	8 hrs 30mins
11			
12			
13			
14	6:07	4:30PM	8 hrs 30mins
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VERIFIED BY:

Signature over printed name of Practicum Supervisor

J. M. G.

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FORM O/PFAA 030H

OPR: (1) STUDENT (2) HOST COMPANY (3) PRACTICUM ADVISER

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Appendix H

Certificate of Completion

