Ronit Tonknogy VC1C
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Project Title: Project Management Internship

Time logs 1/25/2024 to 2/5/2024
15 hours accumulated in this period

Date	Duration	Type	Description of completed work	Challenges and/or Next steps
1/25/24	1 hour	Other	Reviewed the syllabus and added due dates listed to my calendar app	
1/25/24	1.5 hour	Other	Attended the orientation session	
1/30/24	6 hours	Internship work	Working on system maintenance, handling support requests, data analysis, and crafting SQL queries.	
2/1/24	6 hours	Internship work	Working on system maintenance, handling support requests, data analysis, and crafting SQL queries.	
2/2/24	0.5 hours	Documentaion	Prepare time logs	

Reflection

What were your main goals in this time period?
Understanding the class structure and requirements. Trying to set all the dates in my calendar.

What were the main challenges during this phase? Were you able to meet the challenge, if so, what helped? It not, what could help?
I struggled with meeting all the deadlines. I wish there were announcements sent out from the instructors.