

Ronit Tonknogy VC1C

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Project Title: Project Management Internship

Time logs 2/6/2024 to 2/19/2024

44.5 hours accumulated in this period

Date	Duration	Type	Description of completed work	Challenges and/or Next steps
2/6/24	6 hour	Internship work	Working on incoming tickets, creating report.	
2/8/24	3.5 hour	Internship work	Working on system maintenance, handling support requests	
2/9/24	5 hours	Internship work	Working on system maintenance, handling support requests, and data analysis.	
2/10/24	3 hours	Project's tasks	Setting up the project on Github, completing project details and proposal.	
2/12/24	6 hours	Internship work	Working on system maintenance, handling support requests, data analysis, and crafting SQL queries.	
2/13/24	6 hours	Internship work	Working on system maintenance, handling support requests, and data analysis.	
2/15/24	6 hours	Internship work	Working on system maintenance, handling support requests, data analysis, and crafting SQL queries.	
2/16/24	5 hours	Internship work	Working on system maintenance, handling support requests, and data analysis.	
2/18/24	4 hours	Time logs &Diagrams	Preparing time logs and diagrams.	

Reflection*What were your main goals in this time period?*

Completing tasks on time, getting used to work with project management tools.

What were the main challenges during this phase? Were you able to meet the challenge, if so, what helped? If not, what could help?

I didn't meet challenges during this period.