



DAMBUZA COMMUNITY DEVELOPMENT TRUST

DAMCOM TIMESHEET 2024-2025

Learner Name:	Contact no:	Company Name:
Mentor Name:	Contact no:	

Year: 2024 Month: April		Time in	Time out	Activities (5-day Week)	Learner sign:	Competency level 1 – 5 (1 = poor & 5 = excellent)	General Comments: Mentor & signature
Date (Week 1)	Day				Comments: Learner		
01 April				Worked from home during the holidays by was assigned to analyze our existing company system codebase and documentation to understand system functionalities.	I was given a chance to fully understand how database works in real time in the real world.		
02 April	2	08:00	16:00				
03 April	3	08:00	16:00				
04 April	4	08:00	16:00				
05 April	5	08:00	14:00				
(Week 2)							Sign:
08 April	6	08:00	16:00	Back from holidays I had a solid plan on how to perform bug fixing based on the identified errors I reported through my analysis feedback.	I upskilled my knowledge Debugging and Error handling.		
09 April	7	08:00	16:00				
10 April	8	08:00	16:00				
11 April	9	08:00	16:00				
12 April	10	08:00	14:00				
							Sign:



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Year:

Month: March 2024		Time in	Time out	Activities (5-day Week)	Learner sign:	Competency level <i>1 – 5 (1 = poor & 5 = excellent)</i>	General Comments: Mentor & signature
Date (Week 3)	Day				Comments: Leaner		
15 April	11	08:00	16:00	Implemented minor and major enhancements to the company system based on new requirements and features I was required to add to the system.	Here I found that implementing a new feature to an existing system can affect the whole system so it is better to have a design in mind.		
16 April	12	08:00	16:00				
17 April	13	08:00	16:00				
18 April	14	08:00	16:00				
19 April (Week 4)	15	08:00	14:00				
22 April	16	08:00	16:00	After I integrate all the requirements and new features, I then had to conduct a system testing to ensure new functionalities and bug fixes function properly.	I learned that testing can take forever if you are the one who was making the system.		
23 April	17	08:00	16:00				
24 April	18	08:00	16:00				
25 April	19	08:00	16:00				
26 April (Week 5)	20	08:00	14:00				Sign:
29 April	21	08:00	16:00	We held a meeting for the system and code review of all the work I have done for April..	Meeting are important to clarify what was done and not done, and see what needs to get improved.		
30 April	22	08:00	16:00				
							Sign: