



COLLEGE OF COMPUTER SCIENCE AND INFORMATION SYSTEM

Academic Year 2023-2024

PRACTICUM FINAL REPORT

Andro Cecilio A. Amoranto

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

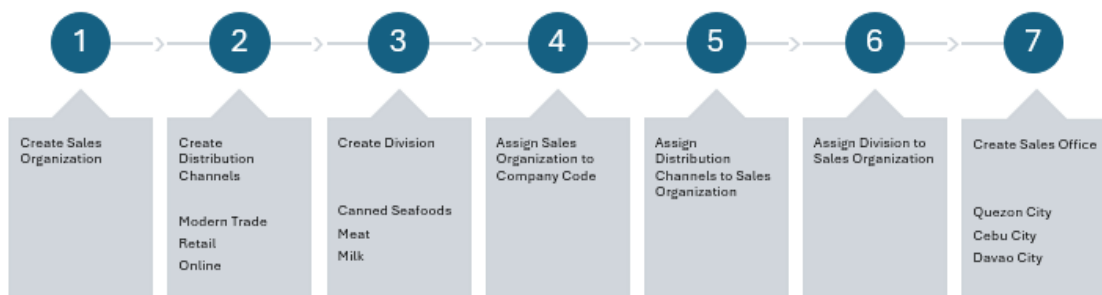
Overview of the Practicum Engagement:



Fasttrack Solutions Inc., located at 10/F The Valero Tower, 112 Valero St., Salcedo Village, Makati City, Philippines 1227. The set up was hybrid and having 3 phases. Phase 1 for General IT Skills and Soft Skills, Phase 2 for Product Specific Training, Phase 3 for Work Immersion / Case Study. For Phase 1 and Phase 2, it contains an assessment to evaluate the learned content of the interns. For Phase 3, the tasks that were given to me is only to do a case study given by my immediate supervisor. Total hours rendered in the company is 324 hours.

Presentation of Output

Blueprinting:





CREATE SALES
ORDER



CREATE DELIVERY



PICK GOODS



POST GOODS



BILLING DOCUMENT
CREATION

In blueprinting, I referred to SAP Fiori System to have an accurate blueprint proposal for sales and logistics. Secondly, blueprint for generation for sales data. Lastly, a blueprint of process flow to execute business transaction flow. I identified how it would be configured in SAP Fiori and SAP NetWeaver.

Realize:

<

SAP

Change View "Material Groups": Overview

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S

Menu ▾

▾

New Entries

Copy As...

Delete

Undo Change

Select All

Select Block

Deselect All

Configuration Help

🖨️

Display

Exit

Matl Group	Material Group Desc.	AGrp	D...	Description 2 for the Material Group	
<input type="checkbox"/> GS01001	External Service Cat.			Service for Sales	
<input type="checkbox"/> GS01001	Canned Seafoods			Canned Seafoods	
<input type="checkbox"/> GS01001	Canned Seafoods				
<input type="checkbox"/> GS01001	External Service Cat.			External Service	
<input type="checkbox"/> GS01001	Fixed Asset Category			Fixed Assets	
<input type="checkbox"/> MR01001	Marketing Promotion			Marketing, Promotions, and Advertisements	
<input type="checkbox"/> PM01001	Packaging Materials			Direct Materials	
<input type="checkbox"/> PR01001	Product Brand/Category			Finished Product Brand/Category	
<input type="checkbox"/> RE01001	Repairs and Maintenance			Repairs and Maintenance	
<input type="checkbox"/> RM01001	Raw Material Services			Direct Materials	
<input type="checkbox"/> SC01001	Construction			General Construction	
<input type="checkbox"/> SE01001	Consultancy			Professional Services - Consultancy	
<input type="checkbox"/> SH01001	Health Services			Professional Services - Health Services	

→ Position...

Entry 1 of 15

SAP Change View "Customer Account Groups": Overview

Change View "Customer Account Groups": Overview S20 (180)

Menu ▾ Change -> Display Details New entries Copy as... Delete Undo change Select all Select block Deselect all Standard list Exit

Group	Name
<input type="checkbox"/> CUST	Customer
<input type="checkbox"/> D13	Customer Group 13
<input type="checkbox"/> DEBI	Customer (general)
<input type="checkbox"/> HTL	Hotel
<input type="checkbox"/> J3G	Construction site
<input type="checkbox"/> KUNA	Customer (Contract Number Agreement)
<input type="checkbox"/> LCMS	Customer (Postal Policy), Minimal
<input type="checkbox"/> LCMX	Customer (Postal Policy), Maxim.
<input type="checkbox"/> PAYR	Customer: Payor (only)
<input type="checkbox"/> REST	Restroom
<input type="checkbox"/> SHPT	Customer Ship to Party (only)

→ Position... Entry 23 of 41

Save Cancel

In realize, configured some customer groups and products using SAP NetWeaver.

Testing:

SAP Display Standard order 6: Overview

Menu ▾ Change Display Document Flow Status Overview Header Output Preview Loading Units and Aggregation Categories ... Exit

Req. Deliv. Date: 06/10/2024 Deliver. Plant: Total Weight: 20 KG
 Complete Dlv.: Volume: 0.000
 Delivery Block: Pricing Date: 06/10/2024
 Billing Block: Pyt Terms: 0005 10 days 20%, 20 days 5%, n/30
 Inco. Version: Incoterms: DAP
 Inco. Location1:

All Items

Item	Material	Req. Segment	Order Quantity	Un	S	Item Description	Customer Material Number
10	11000014		10	PAC	✓	Local Canned Seafood - SP8	
20	11000013		10	PAC	✓	Imported Canned Seafood - HP2	

In testing, I executed the blueprint for business transaction flow using SAP Fiori.

Synthesis of the Practicum Engagement

During my internship at Fasttrack Solutions Inc., I worked on a detailed case study for a major food canning manufacturer and distributor company using SAP Fiori and SAP NetWeaver. The case study was given by my immediate supervisor, and it involves data management, proposing an organizational structure, proposing process flows based on the company's sales and logistics need and configuring the SAP S/4HANA (SAP Fiori, SAP NetWeaver) Sales and Delivery Module to meet specific requirements. In User Training, I did a live demonstration executing the configurations and business transaction flow. Explained each step of the SAP System.

In conclusion, I learned how to manage a data, propose an organizational structure, process flows. Furthermore, I also learned to configure and use SAP Fiori and SAP NetWeaver. I realized that I could explore opportunities related to SAP Systems.

Appendices

Curriculum Vitae

CURRICULUM VITAE



Name: Andro Cecilio A. Amoranto

Address: Blk 17 Lot 7 Jasmine St. Jubilation East Platero Biñan, Laguna

Contact Number: 09338524906

E-mail Address: androcecelio@yahoo.com

OBJECTIVES:

To gain practical experience, develop knowledge of standards of excellence in your prestigious company with the goal that I can add value to innovative projects, strengthen my technical abilities, and maximize my theoretical knowledge. I aim to be mentored by industry experts.

EDUCATIONAL BACKGROUND:

TERTIARY

**MAPUA MALAYAN COLLEGES
LAGUNA**
Pulo-Diezmo Road, Cabuyao, 4025 Laguna
2020 – PRESENT

SECONDARY

La Consolacion College – Biñan
Sto. Tomas, Biñan, Laguna 4024
2014 – 2020

PRIMARY

La Consolacion College – Biñan
Sto. Tomas, Biñan, Laguna 4024
2008 – 2014

SKILLS:

- | | | |
|------------------------|----------------------------------|--------------------|
| - Software Development | - Web Development | - Microsoft Office |
| - Game Development | - Mobile Application Development | - Time Management |
| - Collaboration | - Communication | - Adaptability |

AWARDS, CERTIFICATES:

- Dean's Lister (2020 – PRESENT)
- Fortinet NSE 1 Network Security Associate Certificate

PROJECTS:

- Online Hospital Appointment
- Online Ordering and Delivery for Water Station
- 4 Pics 1 Word Game
- Fruit Collector Game

Endorsement Letter



4 April 2024

MS. MERRY ANN TROSA

Codex Program Coordinator, Fasttrack Solutions, Inc.
10/F The Valero Tower, 122 Valero Street, Salcedo Village Makati City

Dear Ms. Trosa,

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. Andro Cecilio A. Amoranto 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,


DONALYN S. EBON

BS Computer Science Program Chair
College of Computer and Information Science
Mapúa Malayan Colleges Laguna

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


MERRY ANN TROSA

Address : Polo District Road, Calayin City, Laguna 4025
Telephone : +63 (49) 832-4000
Fax : +63 (49) 832-8817, +63 (2) 8520-8925
Email : mcl@mccl.edu.ph

Practicum Acceptance



REVISION NO. 00
REVISION DATE: May 10, 2018

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	Andro Cecilio A. Amoranto
COURSE CODE	CS199F
STUDENT NUMBER	2020151921
SY/TERM ENROLLED	2023-2024/3rd Term
This is to certify that <u>Andro Cecilio A. Amoranto</u> (name of student-trainee) has been accepted for practicum at <u>Fasttrack Solutions Inc. 10/F The Vellero Tower, 122 Vellero St. Salcedo Village, 1227 Makati City, Philippines</u> (name and address of establishment) and will be attached to the <u>CODEX</u> department/s for a minimum of, but not limited to <u>324</u> hours. Training will commence on <u>April 22</u> and is expected to end on <u>June 14</u> . Attached is the list of requirements.	
COMPANY REPRESENTATIVE	
<u>MERRY TRASA</u> Signature over Printed Name	<u>CODEX PROGRAM COORDINATOR</u> Official Designation
<u>CAREER DEVELOPMENT DEPARTMENT</u> Department	<u>careerdevel@fasttrackph.com / 61932715415</u> Email and Contact Number/s
NOTED BY	
<u>Janelyn G. Eklund</u> Signature over printed name of Practicum Coordinator	<u>04/15/2024</u> Date
COPY: (1) STUDENT, (2) HOST COMPANY, (3) PRACTICUM COORDINATOR	
FORM OVPA 030B	
THIS FORM IS AVAILABLE AT THE OVPA.	

Liability Waiver



Malayan Colleges Laguna
A MAPUA SCHOOL

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

STUDENT TRAINING AGREEMENT AND LIABILITY WAIVER

IMPORTANT INFORMATION

- 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.

I, Andro Cecilio A. Amoranto, and a student of **MALAYAN COLLEGES LAGUNA** (hereinafter referred to as "MCL"), do hereby voluntarily undergo on-the-job training at Fastrack Solutions Inc., hereinafter referred to as the "Host Company", located at 109 The Valero Tower, 122 Valero St, Salcedo Village, 1227 Makati City, Philippines, under the following terms and conditions:

a. That the practicum training will commence on April 22, 2024 and ends on June 14, 2024 and will have to complete a minimum of 324 hours required for the on-the-job training;

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;

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;

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.;

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;

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;

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;

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;

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;

Signed on this April day of 14.

Andro Cecilio A. Amoranto

Signature over printed name of Student Trainee

WITH OUR CONSENT:

Signature over printed name of Parent/Guardian
(for minors only)

NOTED BY:

Don'teyn / G. Cruz 4/15/24
Printed Name and Signature of Practicum Adviser/Coordinator

MERRY ANN T. TRONCA 4/15/24
Printed Name and Signature of Host Company Representative

Training Plan



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

TRAINING PLAN

NAME	Andro Cecilio A. Amoranto	COURSE CODE	CS199F
PROGRAM & STUDENT NO.	B.S Computer Science/2020151921	COURSE TITLE	CS Practicum

STUDENT OUTCOMES

1. Apply the theories learned in school to actual practical solutions.
2. Undergo training with host company to learn about general IT skills, ERP Fundamentals, Microsoft Application, Effective Communication.
3. Demonstrate the ability to work cooperatively with individuals from multiple discipline to meet goals/objectives of the host company.

AREAS / PHASES OF TRAINING AND TIME ALLOTMENT

Phase 1 - 20-40 hours
Phase 2 - 40 - 100 hours
Case Study Presentation - 40 hours
Work Immersion - TBD (depending on the number of hours needed to complete the OJT hours).

EVALUATION GUIDELINES & COURSE OUTCOMES

DEMONSTRATION OF SOFT SKILLS (40%)	DEMONSTRATION OF TECHNICAL SKILLS (60%)
KEY AREAS COMMUNICATION SKILLS (20%) Relate to co-trainees/supervisors terminologies and rules Recite procedures and instructions needed for the tasks Identify and describe safety signs and symbols Ask critical questions related to the tasks Produce well-written regular and incident reports Prepares and presents reports using Information and Communication Technology (ICT) PROFESSIONAL DEPORTMENT (20%) Observes proper grooming and attire Reports to work regularly on time and as necessary, even beyond prescribed working hour Acts according to the job description given by the company Willing to accept new tasks apart from the usual routine and responsibilities Delivers quality output on time Demonstrates respect for different individuals INITIATIVE (+5%) Volunteers to perform tasks beyond routine tasks	KEY AREAS 20% SKILLS (X%) Complete all self-paced courses required in the CODEX Program. Pass all the assessments included in the Codex Exam / Program. 20% SKILLS (Y%) Complete the case study present and perform live demo of the system. 20% SKILLS (Z%) Perform the tasks given during work immersion. INITIATIVE (+5%) Volunteers to perform tasks beyond routine tasks

CONFORME	CONSENT (FOR MINORS ONLY)	NOTED BY	ENDORSED BY	APPROVED BY
 Andro Cecilio A. Amoranto 4-14-2024 <small>SIGNATURE OVER PRINTED NAME OF STUDENT / DATE</small>	<small>SIGNATURE OVER PRINTED NAME OF PARENT / GUARDIAN / DATE</small>	 MARY ANN TRASA 4/15/24 <small>SIGNATURE OVER PRINTED NAME OF PRACTICUM SUPERVISOR / DATE</small>	 Jonathan G. Eran <small>SIGNATURE OVER PRINTED NAME OF PRACTICUM ADVISER / DATE</small>	 Jonathan G. Eran <small>SIGNATURE OVER PRINTED NAME OF PROGRAM CHAIR / DATE</small>

COPY: (1) STUDENT; (2) HOST COMPANY; (3) PRACTICUM COORDINATOR

FORM OVPAA-030D

Practicum Learning Module Path Proposal



Fasttrack Solutions, Inc.
www.fasttrackph.com

10/F The Valero Tower, 122 Valero St.
Salcedo Village, Makati City

DEMONSTRATION OF TECHNICAL SKILLS (60%)

KEY AREAS:

1. 20% Assessment Exams on General IT, Soft Skills, and System Skill

Complete all the self-paced courses required in the CODEX Program. Pass all the assessments included in the CODEX Program.

The online learning included in the program contains General IT and Soft Skills Training and Product-Specific Training. After running through all the courses and hands on exercises, an assessment will be given to the student to assess their progress.

- Result of assessment on General IT Skills on topics such as IT fundamentals and Microsoft Tools
- Result of assessment on Soft Skills on topics such as Effective Communication and Consulting
- Result of assessment on specific system/tool assigned to the student (ie. SAP, Netsuite, Power BI, AWS)

2. 20% Capstone Project

Complete the case study, present, and perform live demo of the system.

A capstone project that simulates how a consultant works. The student needs to perform the system tasks and requirements in the case study such as configuration or programming or creating reports. The student needs to document using a presentation material and discuss the solution to the case and perform live demonstration of the system.

- Understanding and execution of all the requirements in the system
- Presentation of correct or precise results or output
- Familiarity in the system or tool and use of best practice/methodology
- Documentation, Communication and Presentation skills
- Confidence, Organization and Preparedness

3. 20% Work Immersion

Perform the tasks given during work immersion.

The task that will be provided to the student are activities in an internal or external project.

- Technical competence
- Quality and quantity of finished work
- Dependability, reliability, and resourcefulness
- Cooperation and effectiveness as part of a team
- Courtesy and interpersonal relationship
- Perseverance and Industriousness
- Attendance and punctuality

A handwritten signature in black ink, appearing to read "Merry Ann F. Trosa".

MERRY ANN F. TROSA
CODEX Program Coordinator

Complete Weekly Journal


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 COMPLETED AS PART OF THE STUDENT'S PORTFOLIO.

DATE	April 22, 2024	AREA ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	Pre-Boarding Course	SHIFT/TIME	9:00PM - 11:00PM

The link for CODEX Portal Training was sent to me on late evening, as soon as I received it, I registered and started and finished the Pre-Boarding Course. The Pre-Boarding Course includes how to use and navigation of the portal, introduction to CODEX, requirements, rules, and regulation of Fasttrack Solutions Inc. The Training is self-paced. Timed in 9pm and timed out 11pm, a total of 2 hours.


TRAINEE'S SIGNATURE

DAILY JOURNAL

IMPORTANT INFORMATION

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DATE	April 23, 2024	AREA ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	General IT Skills and Soft Skills Training	SHIFT/TIME	8:00AM - 7:00PM

To have 40 hours per week, I timed in one hour earlier than the company's working hours and timed out one hour later than the company's working hours, a total of 10 hours.
 Finished Comptia IT Fundamentals+ and Comptia Cloud Essentials+ during the said hours.
 Total hours spent including prior days is 12 hours.

TRAINEE'S SIGNATURE

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	April 24, 2024	AREA ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	General IT Skills and Soft Skills Training	SHIFT/TIME	8:00AM - 7:00PM

To have 40 hours per week, I timed in one hour earlier than the company's working hours and timed out one hour later than the company's working hours, a total of 10 hours. Finished Fundamentals of Enterprise Resource Planning (ERP), Accounting for Non-Accountants, and some sub modules of Advanced MS Excel during the said hours. Total hours spent including prior days is 22 hours.



TRAINEE'S SIGNATURE

DAILY JOURNAL

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DATE	April 25, 2024	AREA ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	General IT Skills and Soft Skills Training	SHIFT/TIME	8:00AM - 7:00PM

To have 40 hours per week, I timed in one hour earlier than the company's working hours and timed out one hour later than the company's working hours, a total of 10 hours. Finished Advanced MS Excel, Microsoft Visio, Effective Communication and Interpretation Skills, Critical Roles Consultants Play. Total hours spent including prior days is 32 hours.



TRAINEE'S SIGNATURE

COPY 1/1 STUDENT / CO-PRACTICUM ADVISER

FORM OVPAA 030G

THIS FORM IS AVAILABLE AT THE OVPAA.

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	April 26, 2024	AREA ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	Phase 1 Assessment	SHIFT/TIME	9:00AM - 6:00PM

Timed in 9AM and timed out 6PM, a total of 8 hours. Reviewed the General IT Skills and Soft Skills from 9AM until 4PM and answered the Phase 1 Assessment from 4PM until 6PM.
Total hours spent including prior days is 40 hours.


TRAINEE'S SIGNATURE

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	April 29, 2024	AREA ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	Phase 1 Assessment Review	SHIFT/TIME	9:00AM - 6:00PM

Fasttrack Solutions Inc. emailed me that i didn't reach the passing score which is 75%. I reviewed again the Phase 1 Training for retake of Phase 1 Assessment. Total hours spent including prior days is 48 hours.



TRAINEE'S SIGNATURE

DAILY JOURNAL

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DATE	April 30, 2024	AREA ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	Phase 1 Assessment Retake	SHIFT/TIME	9:00AM - 6:00PM

Reviewed the General IT Skills and Soft Skills Training before the start of the Phase 1 Assessment. I retook the Phase 1 Assessment. Total hours spent including prior days is 56 hours.



TRAINEE'S SIGNATURE

IMPORTANT INFORMATION

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DATE	May 1, 2024	AREA/ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	Product Specific Training	SHIFT/TIME	9:00AM - 6:00PM

Finished some of the modules under Product Specific Training which is Registration to Open SAP.

Rise with SAP Introduction, S/4HANA Navigation Training, S/4HANA Supply Chain Management – Sales

Overview. Total hours spent including prior days is 64 hours.

TRAINEE'S SIGNATURE


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	May 2, 2024	AREA/ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	Product Specific Training	SHIFT/TIME	9:00AM - 6:00PM

Finished some of the modules under Product Specific Training which is S/4HANA Supply Chain Management – Sales Master Data Management, S/4HANA Supply Chain Management – Sales Document Management. Total hours spent including prior days is 72 hours.


TRAINEE'S SIGNATURE

DAILY JOURNAL

IMPORTANT INFORMATION

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DATE	May 3, 2024	AREA/ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	Product Specific Training	SHIFT/TIME	9:00AM - 6:00PM

Finished some of the modules under Product Specific Training which is S/4HANA Supply Chain Management – Best Practices of Sales, S/4HANA Supply Chain Management – Incoming Payment. Total hours spent including prior days is 80 hours.



TRAINEE'S SIGNATURE

DAILY JOURNAL

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DATE	May 6, 2024	AREA/ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	Product Specific Training	SHIFT/TIME	9:00AM - 6:00PM

Finished some of the modules under Product Specific Training which is J59 S/4HANA Accounts Receivable, 19M S/4HANA Direct Debit, SAP S/4HANA Other Accounts Receivable Transactions, S/4HANA Supply Chain Management – Best Practices of Complaints Management, S/4HANA Supply Chain Management – List Report and Analytical Apps for Sales, S/4HANA Supply Chain Management – Basic Sales Configuration. Total hours spent including prior days is 88 hours.


TRAINER'S SIGNATURE

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IMPORTANT INFORMATION

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DATE	May 7, 2024	AREA/ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	Phase 2 Assessment	SHIFT/TIME	9:00AM - 6:00PM

Reviewed the Product Specific Training before the start of the Phase 2 Assessment from 9AM to 4PM. Took the Phase 2 Assessment from 4PM to 6PM. Total hours spent including prior days is 96 hours.



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DATE	May 8, 2024	AREA ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	Case Study	SHIFT/TIME	9:00AM - 6:00PM

Received an e-mail from the company that I passed the Phase 2 Assessment. For the meantime, the company instructed to do the Case Study. Total hours spent including prior days is 104 hours.


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DATE	May 9, 2024	AREA/ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	Case Study	SHIFT/TIME	9:00AM - 6:00PM

Continued reviewing and doing the case study requirement 1. Total hours spent including prior days is 112 hours.

My Mother

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DATE	May 10, 2024	AREA ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	Case Study	SHIFT/TIME	9:00AM - 6:00PM

Received an e-mail from the company that there will be a Work Immersion Orientation that will happen on May 13, 2024 (Monday) via MS Teams. Continued reviewing and doing the case study requirement 1. Total hours spent including prior days is 120 hours.



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DATE	May 13, 2024	AREA/ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	Case Study	SHIFT/TIME	9:00AM - 6:00PM

Continued reviewing and doing the case study requirement 1. Work Immersion Orientation. Total hours spent including prior days is 128 hours. Total hours credited by the company is 120 hours.



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DATE	May 14, 2024	AREA ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	Case Study	SHIFT/TIME	9:00AM - 6:00PM

Met our department supervisor via MS Teams. We are tasked to do the case study or explore the system. Total hours spent including prior days is 136 hours. Total hours credited by the company is 128 hours



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DATE	May 15, 2024	AREA/ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	Case Study	SHIFT/TIME	9:00AM - 6:00PM

Finished case study requirement 1, reviewed and continue doing the case study requirement 2. Total hours spent including prior days is 144 hours. Total hours credited by the company is 136 hours.

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DATE	May 16, 2024	AREA ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	Case Study	SHIFT/TIME	9:00AM - 6:00PM

Continued reviewing and doing the Case Study requirement 2. Total hours spent including prior days is 152 hours.

Total hours credited by the company is 144 hours.

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DATE	May 17, 2024	AREA ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	Case Study	SHIFT/TIME	9:00AM - 6:00PM

Continued reviewing and doing the case study requirement 2. Total hours spent including prior days is 160 hours. Total hours credited by the company is 152 hours.



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DATE	May 20, 2024	AREA ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	Case Study	SHIFT/TIME	9:00AM - 6:00PM

Finished the case study requirement 2. Total hours spent including prior days is 168 hours. Total hours credited by the company is 160 hours.



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DATE	May 21, 2024	AREA/ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	Case Study	SHIFT/TIME	9:00AM - 6:00PM

Continued reviewing and doing the case study requirement 3. Total hours spent including prior days is 176 hours.
Total hours credited by the company is 168 hours.



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DATE	May 22, 2024	AREA ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	Case Study	SHIFT/TIME	9:00AM - 6:00PM

Continued doing and reviewing case study requirement 3. Total hours spent including prior days is 184 hours.

Total hours credited by the company is 176 hours.

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper has a slight shadow on its right side, suggesting it's resting on a surface.

Tracy Anderson
TRAINER'S SIGNATURE

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IMPORTANT INFORMATION

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DATE	May 23, 2024	AREA ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	Case Study	SHIFT/TIME	9:00AM - 6:00PM

Continued reviewing and doing the Case Study requirement 3. Total hours spent including prior days is 192 hours.

Total hours credited by the company is 184 hours.

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IMPORTANT INFORMATION

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DATE	May 24, 2024	AREA ASSIGNMENT	SAP SIEMANA SUPPLY CHAIN FUNCTIONAL
TASK	Case Study	SHIFT/TIME	9:00AM - 6:00PM

Finished doing the case study requirement 3. Total hours spent including prior days is 200 hours. Total hours credited by the company is 192 hours.



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DATE	May 27, 2024	AREA/ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	Case Study	SHIFT/TIME	9:00AM - 6:00PM

Continued reviewing and doing the case study requirement 4. Total hours spent including prior days is 208 hours. Total hours credited by the company is 200 hours.



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DATE	May 28, 2024	AREA ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	Case Study	SHIFT/TIME	9:00AM - 6:00PM

Continued reviewing and doing the case study requirement 4. Total hours spent including prior days is 216 hours. Total hours credited by the company is 208 hours



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DATE	May 29, 2024	AREA ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	Case Study	SHIFT/TIME	9:00AM - 6:00PM

Continued reviewing and doing the case study requirement 4. Total hours spent including prior days is 224 hours. Total hours credited by the company is 216 hours.



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DATE	May 30, 2024	AREA ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	Case Study	SHIFT/TIME	9:00AM - 6:00PM

Finished doing the Case Study requirement 4. Total hours spent including prior days is 232 hours. Total hours credited by the company is 224 hours.



TRAINEE'S SIGNATURE

COPY (S) STUDENT (S) PRACTICAL ADVISER

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DATE	May 31, 2024	AREA ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	Case Study	SHIFT/TIME	9:00AM - 6:00PM

Continued reviewing and doing the case study requirement 5. Total hours spent including prior days is 240 hours. Total hours credited by the company is 232 hours.


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DATE	June 3, 2024	AREA ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	Case Study	SHIFT/TIME	9:00AM - 6:00PM

Continued reviewing and doing the case study requirement 5. Total hours spent including prior days is 248 hours. Total hours credited by the company is 240 hours.



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DATE	June 4, 2024	AREA ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	Case Study	SHIFT/TIME	9:00AM - 6:00PM

Continued reviewing and doing the case study requirement 5. Total hours spent including prior days is 256 hours. Total hours credited by the company is 248 hours.


TRANE'S SIGNATURE

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DATE	June 5, 2024	AREA ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	Case Study	SHIFT/TIME	9:00AM - 6:00PM

Finished doing the case study requirement 5. Total hours spent including prior days is 264 hours. Total hours credited by the company is 256 hours.


TRAINEE'S SIGNATURE



REVISION DATE: May 10, 2016

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DATE	June 6, 2024	AREA ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	Case Study	SHIFT/TIME	9:00AM - 6:00PM

Continued reviewing and doing the Case Study requirement 6. Total hours spent including prior days is 272 hours. Total hours credited by the company is 264 hours.

[illegible]


 TRAINEE'S SIGNATURE

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

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DATE	June 7, 2024	AREA ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	Case Study	SHIFT/TIME	9:00AM - 6:00PM

Continued reviewing and doing the case study requirement 6. Total hours spent including prior days is 280 hours. Total hours credited by the company is 272 hours.


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DATE	June 10, 2024	AREA ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	Case Study	SHIFT/TIME	9:00AM - 6:00PM

Finished doing the case study requirement 6. Total hours spent including prior days is 288 hours. Total hours credited by the company is 280 hours.



TRAINEE'S SIGNATURE

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DATE	June 11, 2024	AREA ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	Case Study	SHIFT/TIME	9:00AM - 6:00PM

Reviewed the case study requirement 7 for live demonstration. Total hours spent including prior days is 296 hours. Total hours credited by the company is 288 hours.



TRANEES SIGNATURE

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IMPORTANT INFORMATION

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DATE	June 12, 2024	AREA ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	None	SHIFT/TIME	9:00AM - 6:00PM

Holiday


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DATE	June 13, 2024	AREA ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	Case Study	SHIFT/TIME	9:00AM - 6:00PM

Reviewed Case Study requirement 8 for live demonstration. Total hours spent including prior days is 304 hours.
Total hours credited by the company is 296 hours.



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DATE	June 14, 2024	AREA ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	Case Study Presentation	SHIFT/TIME	9:00AM - 6:00PM

Went to the office to present the case study. Total hours spent including prior days is 312 hours. Total hours credited by the company is 304 hours.


TRAINER'S SIGNATURE

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 COMPLETED AS PART OF THE STUDENT'S PORTFOLIO.

DATE	June 17, 2024	AREA/ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	None	SHIFT/TIME	9:00AM - 6:00PM

Holiday

Ben Adams

TRAINEE'S SIGNATURE

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	June 18, 2024	AREA ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	Explore Consignment	SHIFT/TIME	9:00AM - 6:00PM

According to our immediate supervisor, we are tasked to explore the consignment. Total hours spent including prior days is 320 hours. Total hours credited by the company is 312 hours.



TRAINEE'S SIGNATURE

DAILY JOURNAL

IMPORTANT INFORMATION

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- 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	June 19, 2024	AREA ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	Explore Consignment	SHIFT/TIME	9:00AM - 6:00PM

Continued exploring consignment. Total hours spent including prior days is 328 hours. Total hours credited by the company is 320 hours.



TRAINEE'S SIGNATURE

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	June 20, 2024	AREA ASSIGNMENT	SAP S/4HANA SUPPLY CHAIN FUNCTIONAL
TASK	Explore Consignment	SHIFT/TIME	9:00AM - 2:00PM

Continued exploring consignment. The Certificate of Completion (COC) was given through e-mail. Total hours spent including prior days is 332 hours. Total hours credited by the company is 324 hours.


TRAINEE'S SIGNATURE

DTR



Malayan Colleges Laguna
A MAPUA SCHOOL

DAILY TIME RECORD*

REVISION NO. 00
REVISION DATE: May 10, 2016

NAME OF STUDENT		Andro Cecilio A. Amoranto			NAME OF HOST COMPANY/ DEPARTMENT ASSIGNED TO		Fasttrack Solutions Inc.		
MONTH		April			MONTH		May		
DATE	TIME-IN	TIME-OUT	TOTAL HOURS	MGR/SPVSR INITIALS	DATE	TIME-IN	TIME-OUT	TOTAL HOURS	MGR/SPVSR INITIALS
1					1	9:00 AM	6:00 PM	8	
2					2	9:00 AM	6:00 PM	8	
3					3	9:00 AM	6:00 PM	8	
4					4				
5					5				
6					6	9:00 AM	6:00 PM	8	
7					7	9:00 AM	6:00 PM	8	
8					8	9:00 AM	6:00 PM	8	
9					9	9:00 AM	6:00 PM	8	
10					10	9:00 AM	6:00 PM	8	
11					11				
12					12				
13					13	9:00 AM	6:00 PM	8	
14					14	9:00 AM	6:00 PM	8	
15					15	9:00 AM	6:00 PM	8	
16					16	9:00 AM	6:00 PM	8	
17					17	9:00 AM	6:00 PM	8	
18					18				
19					19				
20					20	9:00 AM	6:00 PM	8	
21					21	9:00 AM	6:00 PM	8	
22	9:00 PM	11:00 PM	2		22	9:00 AM	6:00 PM	8	
23	8:00 AM	7:00 PM	10		23	9:00 AM	6:00 PM	8	
24	8:00 AM	7:00 PM	10		24	9:00 AM	6:00 PM	8	
25	8:00 AM	7:00 PM	10		25				
26	9:00 AM	6:00 PM	8		26				
27					27	9:00 AM	6:00 PM	8	
28					28	9:00 AM	6:00 PM	8	
29	9:00 AM	6:00 PM	8		29	9:00 AM	6:00 PM	8	
30	9:00 AM	6:00 PM	8		30	9:00 AM	6:00 PM	8	
31					31	9:00 AM	6:00 PM	8	

VERIFIED BY: [Signature]
Signature over printed name of Practicum Supervisor

3/10/24
Date

* To be validated once a week by the Practicum Adviser/ Coordinator
 ** This may be replaced by the DTR officially used by the company

FORM OVPA 030H



Malayan Colleges Laguna
A MALAYA SCHOOL

DAILY TIME RECORD*

REVISION NO. 00
REVISION DATE: May 10, 2016

NAME OF STUDENT		Andro Cecilio A. Amoranto			NAME OF HOST COMPANY/ DEPARTMENT ASSIGNED TO		Fasttrack Solutions Inc.		
MONTH		June			MONTH				

DATE	TIME-IN	TIME-OUT	TOTAL HOURS	MGR/SPVSR INITIALS
1				
2				
3	9:00 AM	6:00 PM	8	
4	9:00 AM	6:00 PM	8	
5	9:00 AM	6:00 PM	8	
6	9:00 AM	6:00 PM	8	
7	9:00 AM	6:00 PM	8	
8				
9				
10	9:00 AM	6:00 PM	8	
11	9:00 AM	6:00 PM	8	
12				
13	9:00 AM	6:00 PM	8	
14	9:00 AM	6:00 PM	8	
15				
16				
17				
18	9:00 AM	6:00 PM	8	
19	9:00 AM	6:00 PM	8	
20	9:00 AM	2:00 PM	4	
21				
22				
23				
24				
25				
26				
27				
28				
29				
30				
31				

VERIFIED BY: MICHAEL ANTON TRUCA 7/12/24
Signature over printed name of Practicum Supervisor Date

* To be validated once a week by the Practicum Adviser/ Coordinator
** This may be replaced by the DTR officially used by the company

FORM OVPA 030H

Certificates



FastTrack Solutions, Inc.
www.fasttrackph.com

10/F The Valero Tower, 122 Valero St.,
Salcedo Village, Makati City

20 June 2024

CERTIFICATE OF COMPLETION

This is to certify that **MR. ANDRO CECILIO A. AMORANTO** has successfully completed **324** hours as an Intern from **April 22, 2024** up to **June 20, 2024**.

This certification is being issued upon the request of **MR. ANDRO CECILIO A. AMORANTO** for school reference purposes only.

For confirmation details, you can reach the Human Resources Department at: (840- 5338 loc. 201 or 831-4845).

Issued this 20th day of June 2024 in Makati City.

Very truly yours,

MA. AINA SAMALIO, CHRP
Human Resources Manager
Phone: 0917 849 1278
Email Address: humanresources@fasttrackph.com



This certification is not valid without a company seal