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| Week | Achievements as Report Developer | Achievements as Data Analyst |
| Week 1 | - Watched YouTube videos on GitHub, Power BI, and Tableau | - Watched YouTube videos on Git, Tableau, and Power BI |
|  |  | - Conducted research on Data Analyst roles |
| Week 2 | - Created individual folder in GitHub | - Installed Tableau and Power BI |
|  | - Installed Tableau and Power BI | - Installed VS Code |
|  | - Watched YouTube videos on Tableau | - Wrote first Python program |
|  |  | - Researched Google Colab |
| Week 3 | - Created first visual chart in Tableau | - Researched Data Analyst roles |
|  | - Researched Power BI resume creation | - Started LinkedIn Python courses |
|  | - Continued learning Tableau and Power BI | - Researched sentiment analysis tools |
|  |  | - Explored SQL in GeeksforGeeks |
| Week 4 | - Watched videos on normalization and continued learning Tableau | - Researched normalization and SSMS |
|  | - Practiced interview questions using ChatGPT | - Worked on SQL exercises from W3Schools |
|  |  | - Researched Data Analyst tools |
| Week 5 | - Researched and watched videos on Looker Studio | - Researched Data Visualization tools |
|  | - Created first visualization in Zoho | - Worked with Tableau Prep Builder for simple data cleaning |
|  | - Cleaned data with Tableau Prep Builder and created report in Tableau | - Started learning data preprocessing in Python |
|  | - Researched and created interview questions |  |
| Week 6 | - Researched and created interview questions for assigned roles |  |
|  | - Continued work with Zoho and Tableau Prep Builder |  |
| Week 7 | - Created new GitHub repo for Report Writer role |  |
|  | - Generated 3 different reports using 3 different tools |  |
| Week 8 | - Completed LinkedIn certifications on SQL Essentials |  |
|  | - Continued learning tools for Report Development |  |
|  | - Redesigned resume |  |
| Week 9 | - Completed LinkedIn certifications (SQL Data Reporting, SQL for Data Analyst, SSRS, Oracle Database 12c) |  |
|  | - Created interview questions based on CAR (Context, Action, Response) format and practiced it |  |
| Week 10 | - Completed certifications: Oracle Database 19c Basic SQL, Oracle Database 12c Basic SQL |  |
| Week 11 | - Completed certification: Using Tableau to Discover Powerful Business Insights |  |
|  | - Created resume for interviews |  |
| Week 12 | - Searched for more certifications on LinkedIn |  |

**Personal Timesheet with Detailed Tasks**

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| **Week** | **Hour 1** | **Hour 2** | **Hour 3** | **Hour 4** | **Hour 5** | **Hour 6** |
| Week 1 | Watched YouTube videos to learn GitHub | Researched Report Developer role | Watched Power BI videos | Watched Tableau videos | Researched Power BI for Report Developer | Researched Tableau tools |
| Week 2 | Created individual folder on GitHub | Started working on folder structure | Installed Tableau | Installed Power BI | Watched videos to learn Tableau | Started learning GitHub basics |
| Week 3 | Created first visual chart using Tableau | Researched resume creation using Power BI | Continued learning Power BI | Researched Python for data analysis | Started learning about Power BI reporting | Practiced creating visual charts in Tableau |
| Week 4 | Watched videos on normalization | Researched SSMS for data analysis | Continued working on SQL exercises from W3Schools | Practiced Tableau and Power BI | Worked on possible interview questions | Practiced SQL queries and normalization concepts |
| Week 5 | Researched Looker Studio | Researched Zoho for visualization | Created first visualization report using Zoho | Worked with Tableau Prep Builder for data cleaning | Generated report using Tableau | Researched interview questions for assigned roles |
| Week 6 | (Break Week) | (Break Week) | (Break Week) | (Break Week) | (Break Week) | (Break Week) |
| Week 7 | Created new GitHub repo for Report Writer role | Generated report using Tableau | Generated report using Power BI | Generated report using Zoho | Practiced SQL queries in SSMS | Practiced interview questions for Report Developer role |
| Week 8 | Completed LinkedIn certification on SQL Essentials | Continued learning tools for report development | Redesigned resume for Report Developer role | Worked on LinkedIn SQL certification | Researched additional reporting tools | Worked on interview questions and resume design |
| Week 9 | Completed LinkedIn certification on SQL Data Reporting | Completed SQL for Data Analyst certification | Completed SSRS certification | Completed Oracle Database 12c certification | Researched SQL Server Reporting Services | Reviewed tools and techniques for data reporting |
| Week 10 | Completed certification for Oracle Database 19c Basic SQL | Completed Oracle Database 12c Basic SQL certification | Practiced interview questions | Practiced SQL concepts learned in certifications | Updated GitHub with certifications | Continued SQL practice |
| Week 11 | Completed certification on Tableau insights | Updated resume for interviews | Practiced interview questions | Worked on Tableau exercises | Explored Tableau dashboards | Practiced visualizations in Tableau |
| Week 12 | Searched for LinkedIn certifications | Practiced skills for interview preparation | Updated GitHub with certifications | Practiced SQL and Tableau tools | Worked on additional projects for report development | Prepared final resume updates |

Role Based Group

* Report Writer A: <https://github.com/narmadha37/report-writer--group-A>
* Data Analyst C: <https://github.com/NithyaYamsinghe/Group-C-_DA/tree/main>

Project Based Group

* Report Writer: <https://github.com/abodh788/report-writer-group>