1. **Weekly Achievements**

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| **Week** | **Achievements as Report Developer** | **Achievements as Data Analyst** |
| Week 1 | - Watched YouTube videos on GitHub, Power BI, and Tableau - Conducted research on the Report Developer role | - 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 - Watched YouTube videos on Tableau | - Installed Tableau and Power BI - Installed VS Code - Wrote first Python program - Researched Google Colab |
| Week 3 | - Created first visual chart in Tableau - Researched Power BI resume creation - Continued learning Tableau and Power BI | - Researched Data Analyst roles - Started LinkedIn Python courses - Researched sentiment analysis tools - Explored SQL in GeeksforGeeks |
| Week 4 | - Watched videos on normalization and continued learning Tableau - Practiced interview questions using ChatGPT | - Researched normalization and SSMS - Worked on SQL exercises from W3Schools - Researched Data Analyst tools |
| Week 5 | - Researched and watched videos on Looker Studio - Created first visualization in Zoho - Cleaned data with Tableau Prep Builder and created report in Tableau - Researched and created interview questions | - Researched Data Visualization tools - Worked with Tableau Prep Builder for simple data cleaning - Started learning data preprocessing in Python |
| 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 practised it. | - |

1. **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 |

**GitHub Links:**

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>