Overview of the Practicum Engagement

Company Background

Figure 1. STMicroelectronics Inc. Calamba

STMicroelectronics, Inc. is a leading global semiconductor company that designs, manufactures, and delivers a broad range of integrated circuits and microelectronics. With its headquarters in Geneva, Switzerland, the company serves a diverse set of markets including industrial, automotive, consumer electronics, and communications. STMicroelectronics is known for its innovation in smart technologies, energy efficiency, and embedded systems, providing solutions that power everything from smartphones to medical devices and automotive systems.

The Calamba site in the Philippines plays a significant role in STMicroelectronics' backend operations. It focuses primarily on the assembly, testing, and packaging of semiconductor devices

before they are distributed to customers worldwide. The site also houses several engineering and support departments, including the Test and Product Engineering (TPE) team, where the student was assigned for practicum. This location upholds the company's standards in quality, safety, and operational excellence while contributing to the global semiconductor supply chain.

Nature of Assignments or Tasks Given

Throughout the practicum, the student was primarily involved in assisting with First Article Inspections (FAI) and Packing Material Qualifications, both of which are critical quality control processes in the TPE department. For FAI, the student helped document and verify the first sets of materials or components used in production, ensuring that they met design and process specifications. The student was responsible for organizing test data, completing tracking sheets, and supporting the submission of FAI reports. This task gave the student a clearer understanding of product validation procedures and the quality assurance protocols followed in semiconductor manufacturing.

In Packing Material Qualification, the student monitored and recorded evaluations for packaging materials used in the shipping and storage of semiconductor products. These tasks involved documenting stress tests, checking for packaging integrity under different environmental conditions, and ensuring that materials aligned with both STMicroelectronics standards and customer requirements. The student helped prepare documentation for approval and learned how engineering and quality teams collaborate in validating packaging components that safeguard highly sensitive devices.

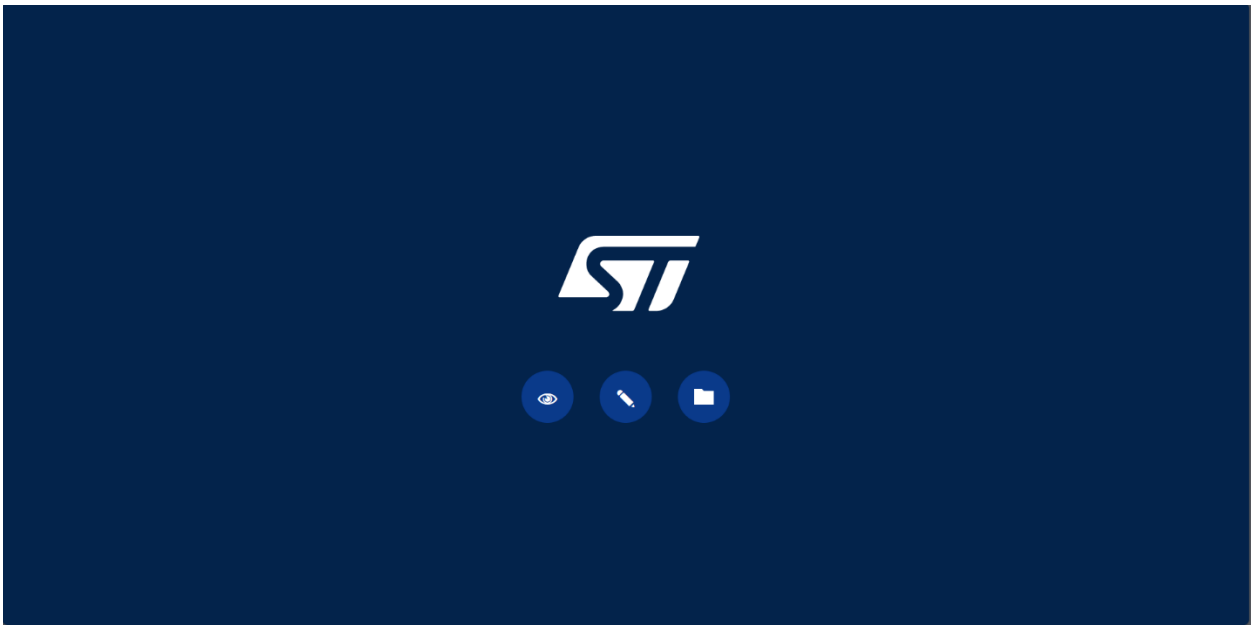


Figure 2. Project Tracker Landing Page

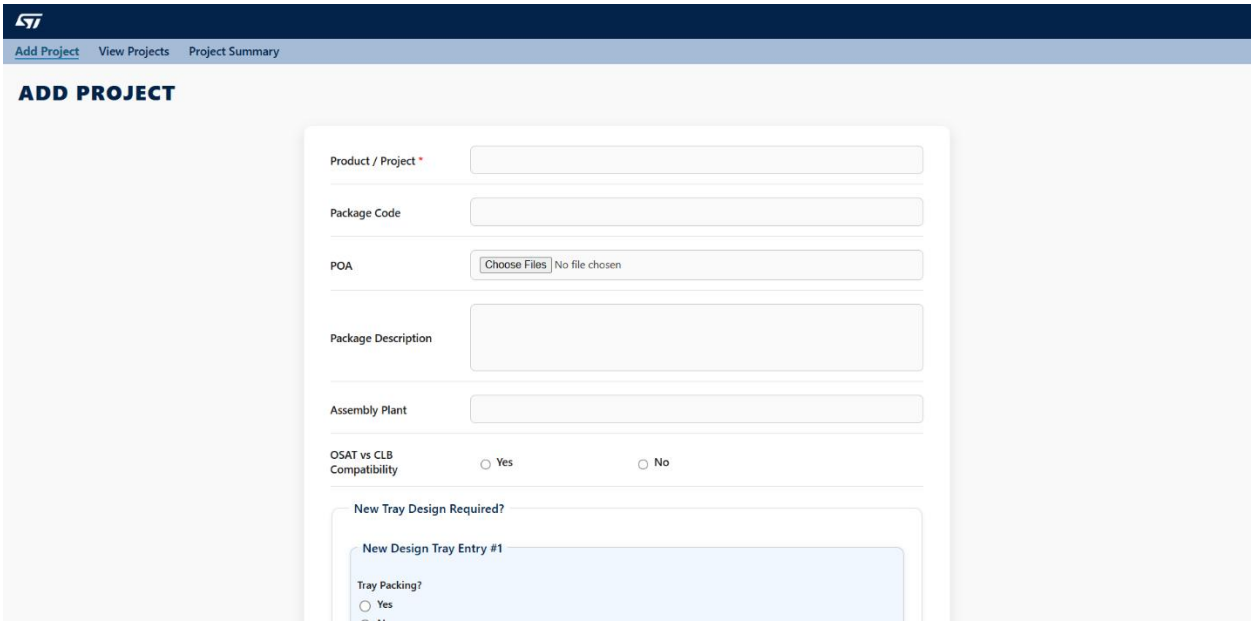


Figure 3. Project Tracker

In addition to quality-focused tasks, the student was assigned an independent development project to build a Project Tracker software tool. This system was designed to assist the department

in tracking ongoing qualification projects, timelines, and document submissions. The student developed the system using an SQLite database, implementing functions for user input, data viewing, and updating records. The software aimed to streamline the monitoring of task status, improve traceability, and reduce manual errors in logging project progress. This hands-on project allowed the student to apply programming knowledge in a meaningful, department-specific context while gaining real-world software development experience.

Through these assignments, the student was able to balance technical documentation with application development, both of which contributed significantly to the department's operational efficiency. These tasks aligned closely with the practicum's objectives by enhancing the student's technical competency, attention to detail, and ability to contribute to actual engineering workflows.

Total Hours Rendered

During his on-the-job training at STMicroelectronics Calamba, the student rendered a total of 324 hours as part of the I.T. PRACTICUM-Section CIS441 course. These hours were strategically divided into various phases, each aligned with specific learning objectives and designed to provide practical exposure corresponding to the practicum's intended student outcomes. Below is a detailed breakdown and explanation of how these hours were allocated and utilized.

TASK	HOUR COUNT	TOTAL
Company Orientation	15	15
Power BI Training	8.5	8.5
7 QC Tools Training	8.5	8.5
Process Overview	60	60
Project Generation Packing Material Qualification	268	268
Total	360	360

A. Company Orientation– 15 Hours

During the first week, the student participated in a comprehensive Company Orientation that covered essential rules, policies, and workplace expectations. Sessions were conducted by different departments such as DTIT (Digital Transformation and IT), HR, and Security. The orientation introduced the student to the 5S policy (Sort, Set in Order, Shine, Standardize, Sustain), data confidentiality protocols, disciplinary procedures, and workplace conduct, including specific etiquette such as avoiding the use of "sir" or "ma'am."

The student carefully documented all policies, guidelines, and procedures introduced during the sessions. Additionally, emphasis was placed on ESD (Electrostatic Discharge) awareness—crucial due to the sensitivity of semiconductors—along with preventive measures for non-conforming lots and contamination control in clean rooms. All this information was recorded and later used as a reference for compliance and proposal development.

B. Power BI Training– 8.5 Hours

The student underwent Power BI training designed to enhance data analysis and visualization skills within a manufacturing context. The training began with an overview of the Power BI interface, its key features, and data modeling capabilities. The student followed guided steps from the automation team on how to import data, create visuals, apply filters, and generate dashboards.

Practical exercises were also conducted, where the student created his own interactive dashboards and reports using real data provided by the team. These reports included line graphs, bar charts, and slicers with filters to better present information. Documentation tasks included noting the steps used to generate each report and summarizing key features of Power BI that aligned with ST's reporting standards. This training was essential in preparation for the final output of the student's project.

C. 7QC Tools Training – 8.5 Hours

The 7 Quality Control (7 QC) Tools training introduced the student to industry standard problem-solving techniques commonly used in manufacturing. The tools discussed included:

- Cause-and-effect (Ishikawa) diagrams
- Check sheets
- Control charts
- Histograms
- Pareto analysis
- Scatter diagrams
- Stratification

These tools are used to identify, analyze, and prioritize problems, especially in production lines. The student documented each tool's purpose, use case, and application within the company. As part of the training, a group activity was conducted where trainees

were tasked with identifying a common workplace issue and presenting a proposed solution using one or more QC tools. The student's notes from this activity were later referenced during the project proposal phase.

D. Process Overview – 60 Hours

The student devoted 60 hours to understanding the production workflows and internal processes of the TPE (Process Engineering) department. This phase involved familiarization with process-related Work Instructions (WoWs), job instructions for testing and finishing steps, and an overview of the packaging material flow. The student observed how engineering teams analyze and document process stability, participated in discussions about material qualification, and learned how data from machines is interpreted and validated. Emphasis was placed on understanding First Article Inspection (FAI) and how it ties into product release and traceability. This experience gave the student essential background on how production lines are monitored, controlled, and supported by technical teams.

E. Project Generation & Packing Material Qualification – 268 Hours

A total of 268 hours was rendered by the student under Project Generation and Packing Material Qualification (PMQ). During this phase, the student was actively involved in supporting First Article Inspection (FAI) efforts by handling and organizing documents such as POAs (Proof of Approval), package descriptions, tray and tape

qualification files, and various supporting materials. The student ensured that files were systematically arranged, properly labeled, and complete based on internal qualification checklists. This provided critical exposure to how production and engineering teams manage the onboarding of new packing materials and how documentation supports traceability and compliance.

To improve the efficiency of this process, the student developed a Project and Document Tracker System using HTML, CSS, JavaScript, and SQLite. The tool enables users to create, update, and monitor project entries along with the attached documentation. It features a user-friendly interface with structured input fields and file upload capabilities. The system also includes a summary page that highlights missing files for each project, helping the team ensure completion and readiness for review. Through this assignment, the student applied software development skills to solve a real operational issue, while gaining deeper insight into production document requirements and engineering support workflows.

Summary

During the practicum, the student rendered a total of 268 hours supporting Project Generation and Packing Material Qualification (PMQ), which became the core focus of the engagement. The student contributed to organizing and maintaining documentation related to First Article Inspections (FAI) and packing material validations, ensuring all required files such as POAs, package codes, tray and tape qualifications were complete and properly stored. To address inefficiencies in manual tracking, the student developed a Project and Document Tracker System

using JavaScript, HTML, CSS, and SQLite. This tool allowed users to input, view, and update project records while also highlighting missing entries for follow-up.

An additional 60 hours were spent on gaining an overview of the production processes within the TPE department. This allowed the student to understand how qualification data is linked to process stability, document traceability, and material flow. To strengthen technical proficiency, the student completed Power BI training for 8.5 hours and 7 QC Tools training for another 8.5 hours. These trainings enhanced the student's understanding of data reporting and quality management practices in a semiconductor setting. Furthermore, 15 hours were devoted to Company Orientation, which included sessions on ESD awareness, 5S practices, and company policies.

In total, these efforts demonstrated the student's capacity to perform both technical development and documentation support in a real-world manufacturing environment. The combination of hands-on project work, structured training sessions, and process immersion allowed the student to apply academic knowledge to solve practical challenges, contribute to team efficiency, and propose sustainable solutions within the organization.

Presentation Output

As part of the student's on-the-job training at STMicroelectronics Calamba, they were tasked with developing a web-based Project and Document Tracker System using HTML, CSS, JavaScript, and SQLite. The system was designed for the Test and Product Engineering (TPE) Department to streamline the management of qualification projects by allowing users to record project details, upload required documents, and monitor submission status. It consists of three main modules: an Add Project Page for entering project data and uploading files, a View/Update Page for editing information and re-uploading documents, and a Summary Page that displays all projects and highlights missing or incomplete items.

The system was developed to address a major gap in the department's workflow, the lack of a centralized platform to track the status of qualification projects and their associated documents. Previously, employees relied on email threads or Microsoft Teams messages to request updates or share files, which often led to miscommunication, missing documents, and inconsistent tracking of project progress. By providing a structured system with input forms, file uploads, and a visual summary of each project's completion status, the tool ensures that all necessary information is accessible in one place. This promotes better coordination, accountability, and efficiency across the team.

1. **Landing Page**

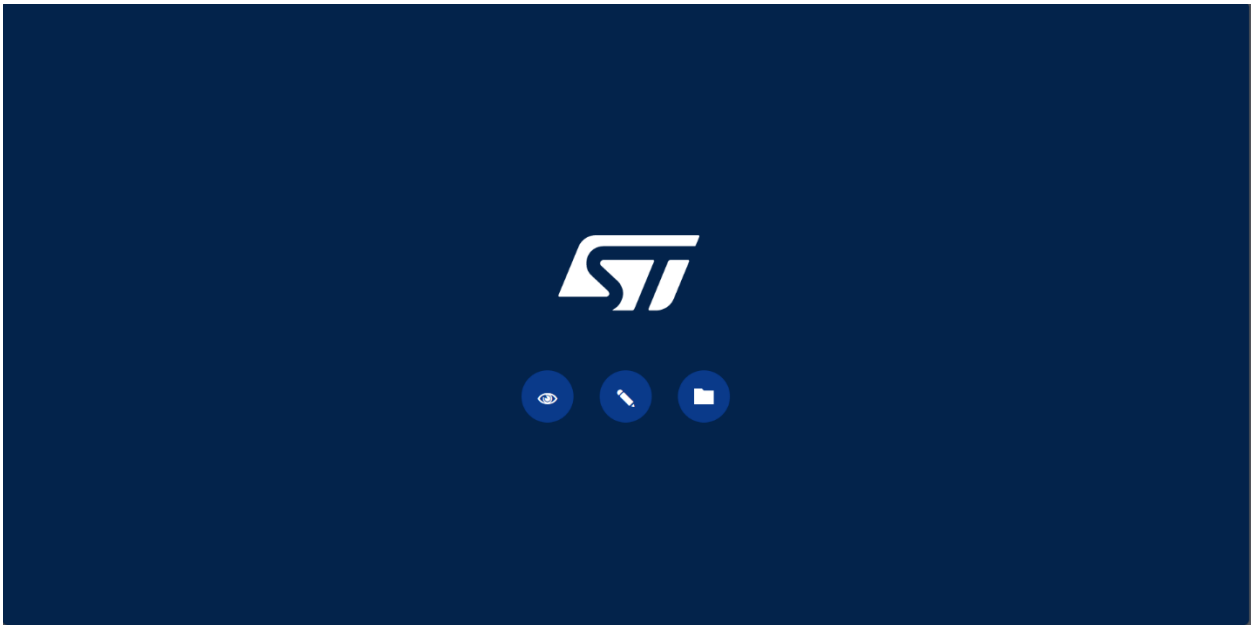


Figure 4. Project Tracker Landing Page

One of the core modules developed by the student was the Landing Page, as shown in *Figure 4*. This serves as the central navigation hub of the Project and Document Tracker System. The landing page features the STMicroelectronics logo prominently at the top, reinforcing the branding and official use of the tool. Positioned below the logo are three main buttons that direct users to key system functionalities:

- **Add Project** – Allows users to input new project details and upload required documents.
- **View/Update Project** – Enables users to search for existing projects, view their current status, and make updates to project information or re-upload missing files.
- **Project Summary** – Displays a complete overview of all projects in the system, with visual indicators for missing documents or incomplete entries.

This simple, intuitive layout was designed to make system navigation straightforward, ensuring that users can quickly access the function they need while maintaining a clean and organized interface.

2. Add Project Page

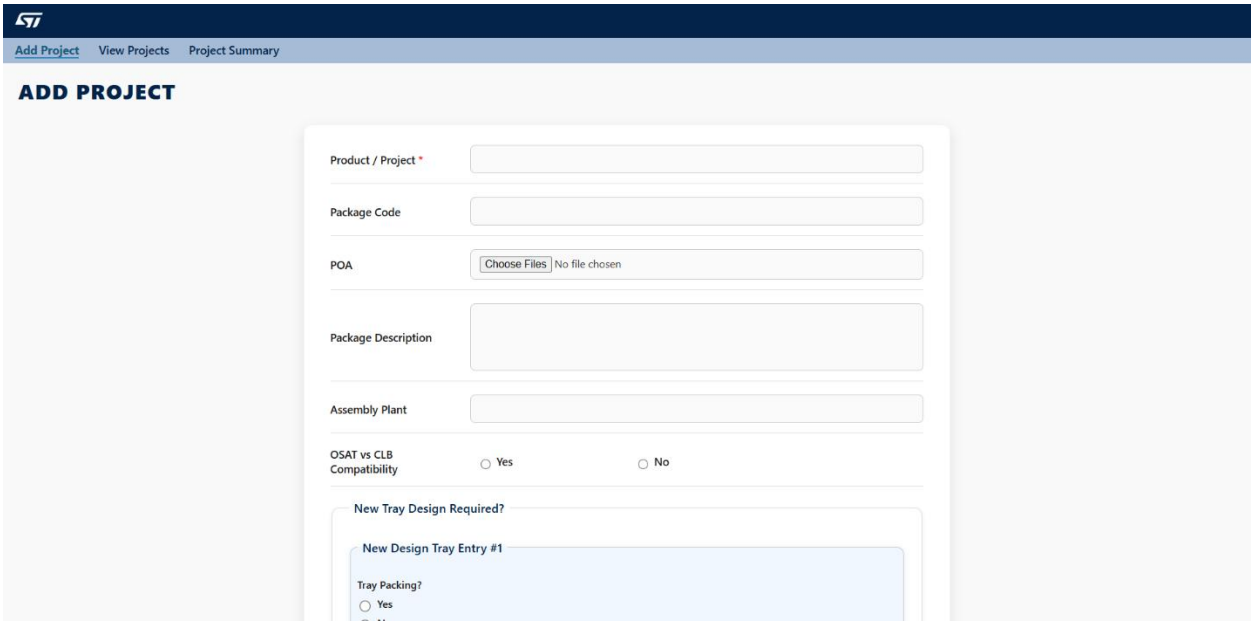


Figure 5. Add Project Page

Another key module developed by the student was the Add Project Page, shown in *Figure 5*. This page enables users to create and register new qualification projects by completing a structured form. The form includes various optional fields such as POA, Package Code, Tray Qualification, Tape Qualification, and other project-specific details. Among these, only the Product/Project field is required during initial entry, allowing users to begin tracking a project even if not all information is immediately available.

This flexible design accommodates real-world situations where not all data or documents are accessible at the project's inception. Users can input partial information and return later to complete or update the record via the View/Update Project Page. This approach ensures that projects are recorded early and can be progressively updated without disrupting workflow or delaying documentation. The module promotes timely tracking while maintaining a clean and organized data structure.

3. View/Update Project Page

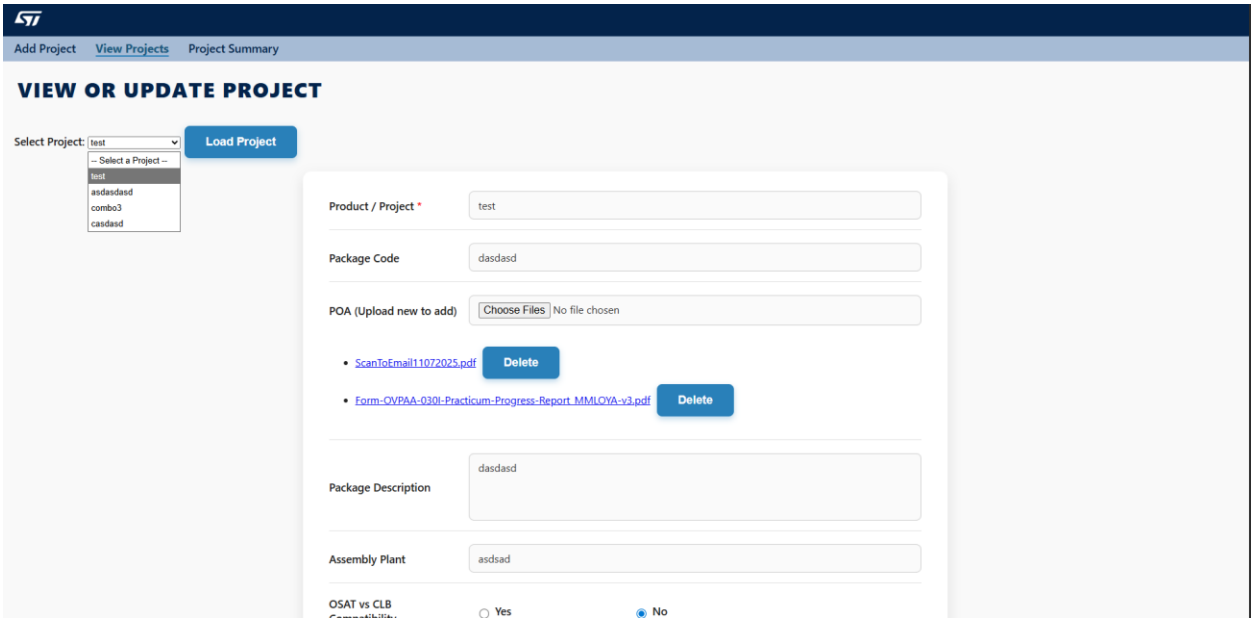


Figure 6. View/Update Project Page

Another essential module in the system is the View or Update Project Page, shown in *Figure 6*. This page allows users to select an existing project from a dropdown list and load its details into an editable form. Once loaded, users can review the previously entered project

information and make necessary updates to text fields or upload additional documents. This includes fields such as Package Code, POA, Assembly Plant, and other project-specific data.

This module was designed to provide flexibility for cases where complete information may not have been available at the time of project creation. For example, if a user did not have immediate access to specific documents or data (e.g., POA files), they can revisit the project record using this page and update the missing inputs later. Uploaded files are displayed with delete options, allowing users to manage attachments effectively. By supporting this iterative data entry approach, the system ensures continuous progress tracking without sacrificing data accuracy or completeness.

4. Summary Page

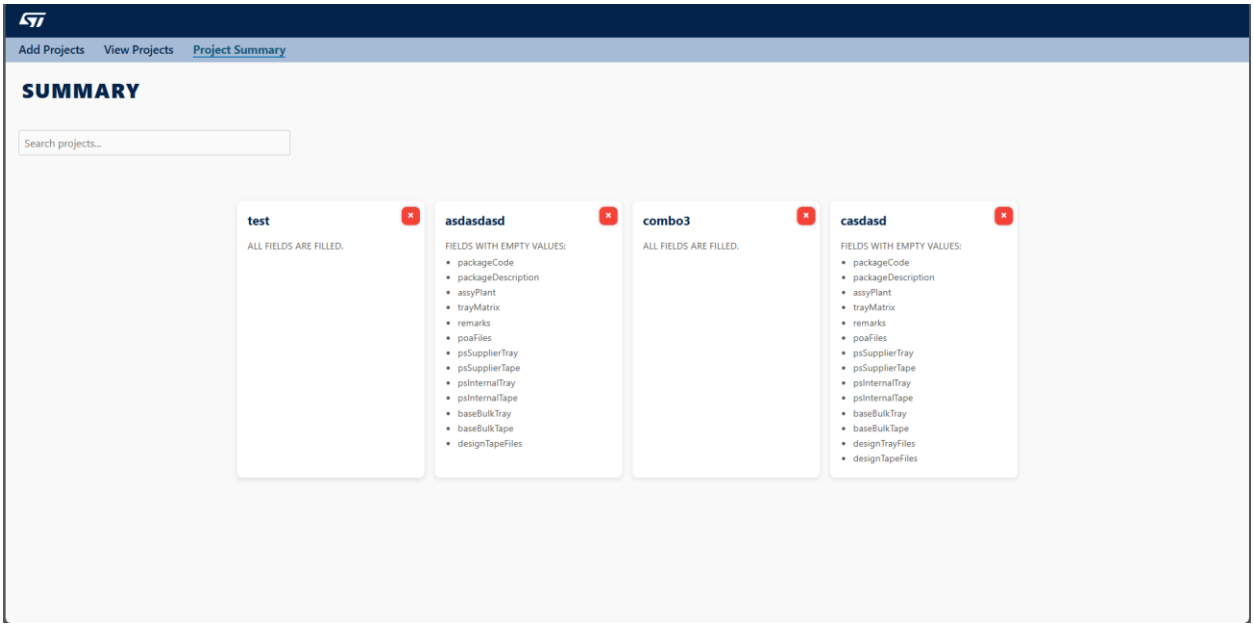


Figure 7. Project Summary Page

The final module in the system is the Project Summary Page, shown in *Figure 7*. This page provides an at-a-glance overview of all registered projects, displaying their completion status in a clean and organized layout. Each project is represented by a card that contains either a confirmation that "All Fields Are Filled" or a detailed list of fields with missing values. This makes it easy for users to quickly identify which projects require further attention and what specific data is still incomplete.

The page also features a search bar that allows users to filter projects by name, making navigation more efficient as the number of entries grows. Additionally, a delete button is available on each project card, allowing for easy removal of test or invalid entries. By consolidating the overall project status into a single view, the Summary Page improves visibility, supports data quality control, and reinforces accountability across users handling qualification documentation.

Synthesis of the Practicum Engagement

Learnings

Throughout the practicum engagement at STMicroelectronics, the student gained valuable technical experience, particularly in full-stack web development using HTML, CSS, JavaScript, and SQLite. By working on a real-world internal tool, the student strengthened their ability to create structured forms, manage dynamic data, and design user interfaces that support operational needs. Additionally, the practicum provided practical insight into working with file handling, CRUD operations, and database structuring, which deepened the student's understanding of system development and integration.

Beyond technical skills, the student also learned the importance of following structured workflows and adhering to documentation standards in an industrial environment. Exposure to Packing Material Qualification (PMQ) and First Article Inspection (FAI) processes gave the student awareness of how critical accurate documentation is in manufacturing settings. These learnings demonstrated the connection between software tools and physical processes, and how digital systems support traceability and quality assurance.

Furthermore, the student gained hands-on experience with professional communication, teamwork, and report preparation. Weekly coordination with supervisors, status reporting, and receiving feedback all contributed to the development of soft skills that are essential in any engineering or IT role. The balance of independent work and guided mentorship also enabled the student to gradually build confidence in contributing to the team's overall productivity.

Realizations

One of the most important realizations during the practicum was how crucial simple tools can be in improving team productivity. The Project and Document Tracker System, though lightweight, fills a critical gap in monitoring qualification deliverables, which were previously tracked through emails and chat. The student recognized that even small applications can create a significant impact when they are well-targeted and designed to address real process issues.

The student also realized that technical proficiency alone is not enough. Clarity of requirements, constant validation with end users, and anticipation of future use cases are just as important as writing code. This understanding became evident when designing flexible input forms and structuring the update mechanism, as many users often lacked complete information upfront. Adapting the system to real-world workflow constraints required not just programming knowledge, but empathy and responsiveness to user needs.

Finally, the student came to understand the value of patience and iterative improvement. In the course of developing and testing the system, unexpected bugs and usability issues arose, which had to be addressed methodically. This experience highlighted the iterative nature of software development and the importance of continuous learning, testing, and feedback in producing quality output.

Conclusion

In conclusion, the practicum served as a pivotal experience in bridging academic knowledge with industry practice. The opportunity to contribute directly to the operations of STMicroelectronics provided the student with firsthand exposure to how engineering and IT are applied in a real manufacturing environment. Through this engagement, the student not only improved technical competencies but also developed a mindset of continuous improvement, accountability, and collaboration.

The practicum also affirmed the student's interest and capabilities in software development for enterprise use. By working on the Project and Document Tracker System from the ground up, the student learned to appreciate the balance between functionality, usability, and maintainability, key elements in designing tools that serve multiple users in a high-paced environment. The experience solidified their desire to pursue further opportunities in system development and automation.

Ultimately, the student emerged from the engagement better equipped for future professional responsibilities. The combination of technical growth, real-world exposure, and mentorship support provided a well-rounded foundation that can be carried forward into future internships, employment, or independent projects. The practicum served not just as training, but as a formative experience in the student's career journey.

Appendices

Appendix A

Competency-Based CV

RAD LEROY M. ACOSTA

Alfonso Homes 1, Brgy. Labas City of Santa Rosa, Laguna
+639156644991
acostarad21@gmail.com

SUMMARY

I am a motivated BS Information Technology student at Mapúa Malayan Colleges Laguna with a strong foundation in software development, problem-solving, and emerging technologies. My academic projects have honed my skills in programming, hardware integration, and user-centric design. Eager to apply my knowledge, I am excited to contribute and grow in a tech-driven environment that offers new challenges and opportunities for innovation.

PROJECTS

GPS-Enabled Obstacle Detection and Navigation System with Multi-Sensory Feedback for the Visually Impaired

- Software Used – NET MAUI
- Hardware Used – Wemos, Ultrasonic Sensor, ESP32-CAM, FTDI MODULE
- Developed an App and Obstacle Sensor that Aids Visually Impaired Individuals in Navigating Alone

EDUCATION

Mapúa Malayan Colleges Laguna **2021 – Present**

Bachelor of Science in Information Technology *Cabuyao, Laguna*

- President's Lister – Academic Excellence in all semesters.
- Dean's Lister – 1st Year in all semesters. A.Y 2022 – 2023

Holy Rosary College **2019 – 2021**

Science, Technology, Engineering, and Mathematics Senior High School *Santa Rosa City, Laguna*

- With Honors

ACHIEVEMENTS & CERTIFICATIONS

- AWS Academy Cloud Foundation – 2023
- Google Cloud Essentials – 2023
- CompTIA ITF Fundamentals (ITF+) – 2024
- WearOS: Emerging Technology for Internet and Learning for Everything – 2024

TECHNICAL SKILLS

- HTML (HyperText Markup Language)
- C# (C Sharp)
- Mobile Development
- MySQL (My Structured Query Language)
- Python
- Arduino
- PHP

PROFESSIONAL SKILLS

- Teamwork
- Time Management
- Adaptability and Flexibility
- Problem-solving
- Critical Thinking
- Knowledgeable in Microsoft Office

Appendix B

Endorsement Letter

MAPÚA MALAYAN COLLEGES LAGUNA

CCIS COLLEGE OF COMPUTER AND INFORMATION SCIENCE
MAPÚA MALAYAN COLLEGES LAGUNA

27 March 2025

Jovy Ordonia
HR Administrator
STMicroelectronics, Inc.
Light Industry and Science Park II, ST-Ericsson, 9 Mountain Dr, Calamba, 4026 Laguna

Dear **Ms. Ordonia,**

The B.S. in Information Technology program of Mapúa Malayan Colleges Laguna requires their students to undergo Practicum program for a minimum of **486** hours in an academic calendar that will prepare our students to be job-ready after completing their curriculum. This program intends to enable our students to acquire and practice the knowledge and skills expected of a graduate of a B.S. IT program which, in turn, would guarantee continuous supply of IT professionals needed by your company.

We believe that your company can provide the relevant exposure necessary for our students to achieve the intended learning outcomes for the B.S. in Information Technology program. In this regard, I would like to endorse **Mr. Rad Leroy M. Acosta** to have his practicum activities in your company as requested.

We thank you for your confidence and trust with us and we look forward to a more meaningful linkage that is mutually beneficial to our students and your company.

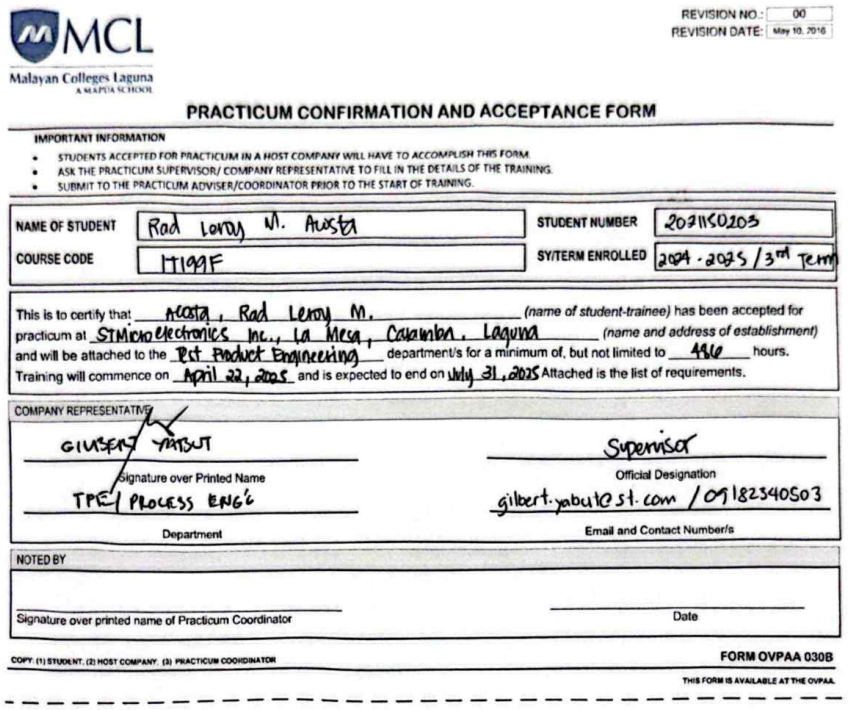
With warm regards,

ADOMAR L. ILAO,DIT
BSIT Program Chair
College of Computer and Information Science
Mapúa Malayan Colleges Laguna
alilao@mcl.edu.ph
(049) 832-4076

Address : Pulo Diezmo Road, Cabuyao City, Laguna 4025
Telephone: +63 (49) 832-4000
Email: [illegible]

Appendix C

Practicum Acceptance



MCL
Malayan Colleges Laguna
A MAPÚA SCHOOL

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

PRACTICUM CONFIRMATION AND ACCEPTANCE FORM

IMPORTANT INFORMATION
- 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	Rad Leroy M. Acosta	STUDENT NUMBER	2021150203
COURSE CODE	IT199F	SY/TERM ENROLLED	2024-2025 / 3rd Term

This is to certify that Acosta, Rad Leroy M. *(name of student-trainee)* has been accepted for practicum at STMicroelectronics Inc., La Mesa, Calamba, Laguna *(name and address of establishment)* and will be attached to the Pst Product Engineering department/s for a minimum of, but not limited to 486 hours. Training will commence on April 22, 2025 and is expected to end on July 31, 2025 Attached is the list of requirements.

COMPANY REPRESENTATIVE

GILBERT YABUT	Supervisor
Signature over Printed Name	Official Designation
TPE/ PROCESS ENG'G	gilbert.yabut@st.com / 09182340503
Department	Email and Contact Number/s

NOTED BY

Signature over printed name of Practicum Coordinator	Date

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

FORM OVPAA 030B

THIS FORM IS AVAILABLE AT THE OVPAA

Appendix D

Liability Waiver

MCL
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, Rad Leroy M. Acosta, and a student of MALAYAN COLLEGES LAGUNA (hereinafter referred to as "MCL", do hereby voluntarily undergo on-the-job training at GT Microelectronics, hereinafter referred to as the **"Host Company"**, located at 9Mt. Drive, Light Industry Science Park II, Calamba City, Laguna, under the following terms and conditions:

a. That the practicum training will commence on April 22, 2025 and ends on July 31st, 2025 and will have to complete a minimum of 486 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 22 day of April, 2025.

RAD LEROY M. ACOSTA
Signature over printed name of **Student Trainee**

WITH OUR CONSENT: Leamelle M. Acosta
Signature over printed name of **Parent/Guardian**
(for minors only)

NOTED BY: 5/2/2025

Printed Name and Signature of **Practicum Adviser/ Coordinator**

Printed Name and Signature of **Host Company Representative**

COPY: (1) STUDENT, (2) HOST COMPANY, (3) PRACTICUM ADVISER, (4) PRACTICUM COORDINATOR

FORM OVPAA 030C
THIS FORM IS AVAILABLE AT THE OVPAA.

Appendix E

Training Plan

MCL
Malayan Colleges Laguna
A MAPUA SCHOOL

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

TRAINING PLAN

NAME	Rad Leroy N. Acosta	COURSE CODE	IT194F
PROGRAM & STUDENT NO.	BSIT / 20911600203	COURSE TITLE	Practicum

STUDENT OUTCOMES

- Apply process engineering knowledge in a semiconductor manufacturing environment
- Demonstrate analytical skill using 7QC tools and Power BI
- Continue and enhance an existing software project assigned by the department
- Exhibit technical report writing and propose process improvements
- Work effectively in a team and communicate results clearly
- Observe professional conduct and comply with workplace safety standards

AREAS / PHASES OF TRAINING AND TIME ALLOTMENT

- HR Orientation / General Orientation / 7QC Tools & Power BI - 32 Hours
- Process Overview - 60 Hours
- Learning Application (Hands-on tasks, OCAPs, Software Project continuation) - 354 Hours
- Project Generation / Report & Proposal - 40 Hours

EVALUATION GUIDELINES & COURSE OUTCOMES

DEMONSTRATION OF SOFT SKILLS (40%)	DEMONSTRATION OF TECHNICAL SKILLS (60%)
KEY AREAS	**KEY AREAS**
COMMUNICATION SKILLS (20%)	_____ SKILLS (X%)
Relate to co-trainees/supervisors terminologies and rules	Process Familiarization & Job Instruction (Test & Finish) - 20%
Recite procedures and instructions needed for the tasks	_____ SKILLS (Y%)
Identify and describe safety signs and symbols	Data Analysis using PowerBI & 7QC Tools - 15%
Ask critical questions related to the tasks	_____ SKILLS (Z%)
Produce well-written regular and incident reports	Software Project Continuation & Development - 25%
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%)	**INITIATIVE (+5%)**
Volunteers to perform tasks beyond routine tasks	Volunteers to perform tasks beyond routine tasks

CONFORME	CONSENT (FOR MINORS ONLY)	NOTED BY	ENDORSED BY	APPROVED BY
RAD ACOSTA 02/05/25		GILBERT 02/05/25		
SIGNATURE OVER PRINTED NAME OF STUDENT / DATE	SIGNATURE OVER PRINTED NAME OF PARENT OR GUARDIAN / DATE	SIGNATURE OVER PRINTED NAME OF PRACTICUM SUPERVISOR / DATE	SIGNATURE OVER PRINTED NAME OF PRACTICUM ADVISER / DATE	SIGNATURE OVER PRINTED NAME OF PROGRAM CHAIR / DATE

COPY (1) STUDENT, (2) HOST COMPANY, (3) PRACTICUM COORDINATOR

FORM OVPAA-030D
THIS FORM IS AVAILABLE AT THE OVPAA.

Appendix F

Complete Weekly Journal

MCL
Malayan Colleges Laguna
A MAPÚA SCHOOL

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

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	Week 1 (April 22 - 24)	AREA ASSIGNMENT	
TASK		SHIFT/TIME	8:00 AM to 5:30 PM

The first week was focused on orientation and familiarization with the company. I attended the OJT orientation and safety briefing, we toured the facility, and was introduced to key personnel in the department. This week allowed me to understand the company's expectations and provided an overview of the work culture and environment.

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MCL
Malayan Colleges Laguna
A MAPÚA SCHOOL

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DATE	Week 2 (April 28 - May 2)	AREA ASSIGNMENT	
TASK		SHIFT/TIME	

During the 2nd week I was placed in my department which is the TPE Department and I was introduced to my supervisor/engineer, Sir Gilbert Yabut. I did not have access to the desktop so I used my supervisors account. My supervisor gave me 2 documents to read. The 2 documents were about the machines inside the production line and OCAP which means "Out of Control Action Plan." Those 2 documents contained many pages and it took me the whole week to finish.

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DATE	Week 3 (May 5-9)	AREA ASSIGNMENT	
TASK		SHIFT/TIME	

During the 3rd week my supervisor gave me 2 more documents to read. The 2 documents were about the Jedec trays and carrier tape. The jedec tray is the one that holds the chips produced in the production line. The carrier tape also serves as a container for the chips. During this week my supervisor also requested an account for me so that I will be able to access my desktop. My supervisor also toured me inside the production line.

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DATE	Week 4 (May 13 - 16)	AREA ASSIGNMENT	
TASK		SHIFT/TIME	

During this week my supervisor taught me the process on how to request for FAI. FAI means "First Article Inspection." FAI is done to new materials like the trays and carrier tapes so the company will know whether it is up to standards to use as containers for the chips produced inside the line.

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DATE	week 5 (may 16 - 22)	AREA ASSIGNMENT	
TASK		SHIFT/TIME	

During week 5, I submitted FAI for all the new materials that will be used for the new project at STMicro. The process of requesting FAI is tedious because I need to acquire all the documents that comes along with the new material. I did this for 3 days.

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DATE	week 6 (may 26 - 28)	AREA ASSIGNMENT	
TASK		SHIFT/TIME	

During week 6, I was tasked by my supervisor to go inside the production line to clean all the unused materials. There were many materials so it took me a few days but I had some help while cleaning.

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DATE	Week 7 (June 2)	AREA ASSIGNMENT	
TASK		SHIFT/TIME	

During week 7, I just continued work on the submission of materials for FAI. ~~During~~ In I was only present on monday because for the rest of the week I had to focus work on our thesis capstone.

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DATE	Week 10 (June 23 - 26)	AREA ASSIGNMENT	
TASK	Development of Final Project	SHIFT/TIME	8:00 am - 5:30 pm

I have started to work on my final project. I started working on setting up everything so that I will not encounter any problems while working on my project. I first started work on the landing page and after I finished that I started to work on the "Add Project" page. I worked on the functionalities first during this week.

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DATE	Week 11 (June 30 - July 4)	AREA ASSIGNMENT	
TASK	Development of Final Project	SHIFT/TIME	8:00 am - 5:30 pm

During this week I continued work on the "Add Project" page. I asked my supervisor if he had anything he wanted to add to the page. I listed all the ~~additions~~ improvements and additions he wanted on the "add project" page. After implementing all the improvements I moved to the "View/Update" Page. This is where the users will be able to view the created projects. They will also be able to update the project.

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DATE	week 12 (July 7 - 11)	AREA ASSIGNMENT	
TASK	Development of Final Project	SHIFT/TIME	8:00 - 5:30

I finished my work on the "View/ Update" Page and worked on the "Project Summary" Page. The project summary page is where the user will see all the projects and their missing files or information. This is an important part of the web because this where the users will be able to quickly tell what they are missing on the projects.

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Appendix G

Daily Time Record

MAPÚA MALAYAN COLLEGES LAGUNA

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

DAILY TIME RECORD*

NAME OF STUDENT	Rad Leroy M. Acosta	NAME OF HOST COMPANY/ DEPARTMENT ASSIGNED TO	STMicroelectronics/TPE
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				
2					2	8:00	5:30	8.5	G.Y.
3					3				
4					4				
5					5	8:00	5:30	8.5	G.Y.
6					6	8:00	5:30	8.5	G.Y.
7					7	8:00	5:30	8.5	G.Y.
8					8	8:00	5:30	8.5	G.Y.
9					9				
10					10				
11					11				
12					12				
13					13	8:00	5:30	8.5	G.Y.
14					14	8:00	5:30	8.5	G.Y.
15					15	8:00	5:30	8.5	G.Y.
16					16	8:00	5:30	8.5	G.Y.
17					17				
18					18				
19					19	8:00	5:30	8.5	G.Y.
20					20	8:00	5:30	8.5	G.Y.
21					21	8:00	5:30	8.5	G.Y.
22	8:00	5:30	8.5	G.Y.	22	8:00	5:30	8.5	G.Y.
23	8:00	5:30	8.5	G.Y.	23				
24	8:00	5:30	8.5	G.Y.	24				
25					25				
26					26	8:00	5:30	8.5	G.Y.
27					27	8:00	5:30	8.5	G.Y.
28	8:00	5:30	8.5	G.Y.	28				
29	8:00	5:30	8.5	G.Y.	29				
30	8:00	5:30	8.5	G.Y.	30				
31					31				

VERIFIED BY:

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

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DAILY TIME RECORD*

NAME OF STUDENT	Rad Leroy M. Acosta	NAME OF HOST COMPANY/ DEPARTMENT ASSIGNED TO	STMicroelectronics/TPE
MONTH	June	MONTH	July

DATE	TIME-IN	TIME-OUT	TOTAL HOURS	MGR/SPVSR INITIALS	DATE	TIME-IN	TIME-OUT	TOTAL HOURS	MGR/SPVSR INITIALS
1					1	8:00	5:30	8.5	G.Y.
2	8:00	5:30	8.5	G.Y.	2	8:00	5:30	8.5	G.Y.
3	8:00	5:30	8.5	G.Y.	3	8:00	5:30	8.5	G.Y.
4					4				
5					5				
6					6				
7					7	9:00	5:30	7.5	G.Y.
8					8	8:00	5:30	8.5	G.Y.
9					9				
10					10				
11					11				
12					12				
13					13				
14					14				
15					15				
16	8:00	2:00	5	G.Y.	16				
17					17				
18					18				
19					19				
20			-		20				
21					21				
22					22				
23	8:00	5:30	8.5	G.Y.	23				
24	8:00	5:30	8.5	G.Y.	24				
25	8:00	5:30	8.5	G.Y.	25				
26	8:00	5:30	8.5	G.Y.	26				
27					27				
28					28				
29					29				
30	8:00	5:30	8.5	G.Y.	30				
31					31				

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