



Form No	ICC/03/INT/BWR/2011
Form Title	Internship Monthly Progress Report

Name	: EGAN MAHESHWARA
Company's Name	: PT Xquisite Analisis Indonesia
Supervisor's Name and Title	: Muhammad Syidiq Abjanur
Department	: ML, AI & New Tech
Working Hours	: 8 Hour/Day
Report Period	: 2025-03-03 - 2025-03-26

#### **A. Describe your principal assignments, responsibilities, for the past One Month**

- In the first week of the month I got project for Optik Melawai job, my responsibilities is designing a mock up for Optik Melawai website include homepage, brand category page, best seller page and article page. In homepage they want to add recommended product list based on user browsing historical, recommended article list and continue shopping cart based on the last item user's click on. In brand category page client want to add for you category to suit with user persona and set the most visited brand by user to the front of the list. In best seller page client want to add more product in the category list. In article page, client want to put list of their product in the bottom to increase product awareness to user.
- In the second week of the month I got to be business analyst in internal project called RELAI 2.0. In the beginning of this project I have to prepare and create Pitch Deck Document which contain problems, solutions, product value, BMC and comparison with product competitor. This document has a function to showcase the product to client or investor.
- In third week of the month, I have to notes Meeting of Minutes (MoM) in meetings with Optik Melawai, in several days I have to attend meeting with topic like Flow Discussion, Business Process for Eyewear and Non Eyewear and POSTO Contact Lens. In here I have to notes any important things inside the meeting.
- In the fourth week I attend meeting internal for RELAI 2.0 project to present previous task and set next task to create narration company text for the system requirement. And do some revision for mockup of Optik Melawai Website they ask for adjustment in some position of the features.

#### **B. Describe important aspects of the work where you learned significant knowledge, skills, or personal development**

As my first experience working at consultant sector make me feel to compromise with many projects at the same time who lead me to set my time management to be better. And learn to develop project from start in real case, like we have to create document to show the product to investor first before develop the system.

#### **C. Describe problems or challenges encountered during the One Month and how you resolved/minimized them**

Because I join in the middle of process gathering with Optik Melawai, I have lack of understanding with the words that they are use when describing flow inside the Optik Melawai company, but after I attend the meeting several times I starting to understand by the times.

Submitted by

Read and acknowledged by

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Name of intern

Date:

\_\_\_\_\_  
On Site Supervisor

Duly Stamped

Date: