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	:	2025-05-01 - 2025-05-27

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

In this month I am focused on drafting a Business Requirement Document (BRD) for RELAR 2.0, my responsibilities included identifying system goals, outlining business needs and structuring the document to cover functional requirements, assumptions, dependencies and system constraints. However, the BRD is still in progress, as I requested additional time from my supervisor to focus on the development of my academic Capstone Project, throughout the month I balanced my time between both responsibilities.

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

Drafting the Business Requirement Document for RELAI 2.0 deepened my understanading of how to translate business needs into structured documentation, a crictical skill for roles in business and system analysis. I gained hands on experience identifying stakaeholder requirements, analyzing system workflow and organizing information in a clear and professional format. Additionally by balancing my internship responsibilities with the development of my Cpastone Project improved my time manangement, prioritizing and communication skills.

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

The main challanges I encountered this month was only managing time effectively between my internship and the development of my capstone project which required significant attention and effort, to address this I took initiative to communicate with my supevisor requesting a temporary adjusment in workload without compromising the progress of the BRD.

Submitted by   **Read and acknowledged by**

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Name of intern   **On Site Supervisor**
Date: **Duly Stamped**
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