



ACCOMPLISHMENT REPORT

Intern's Name	: Waquin L. Garcia	Period	: February 26- March 1, 2024
Supervisor	: Mr. Joel Jose T. Tabil	Assigned	: DEPARTMENT OF THE
Position	: MUNICIPAL LOCAL GOVERNMENT	Department/	INTERIOR AND LOCAL
	: OPERATIONS OFFICER (MLGOO)		GOVERNMENT -
Company	: LOCAL GOVERNMENT UNIT	Office	: ALORAN

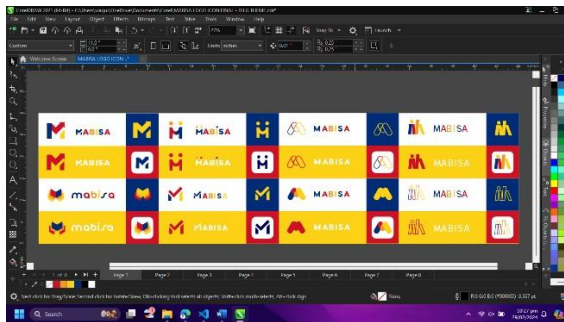
Date	Activities	Remarks / Indicators
February 26, 2024	Settling In and Learning: First Monday of Internship in Aloran 	<p>On our first Monday of internship in the Municipality of Aloran, we were introduced to our office space with the help of Mr. Joel Jose T. Tabil, the MLGOO of Aloran. He provided us with a spacious room equipped with air conditioning, facilitating our daily tasks. To enhance our skills, Mr. Kelvin Mark Badiang introduced us to GitHub, emphasizing its importance in workflow efficiency. Despite our familiarity with GitHub, Mr. Badiang's guidance helped us understand how to effectively utilize it for our system work. It was a day of new beginnings and learning experiences for us.</p>
February 27, 2024	Tuesday Task Management with Trello 	<p>On Tuesday, we kicked off our task management under the guidance of Ms. Janice Ruiz-Ocampo using Trello, a versatile application for web and mobile platforms. Each team member diligently tackled their assignments, with my focus primarily on front-end work, graphic design, and providing support as needed. Despite the challenges of learning new system elements, we embraced the opportunity to expand our skill set. Some team members, less acquainted with the system, utilized the day to explore its features, ensuring swift problem identification and resolution.</p>

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**February 28,
2024**

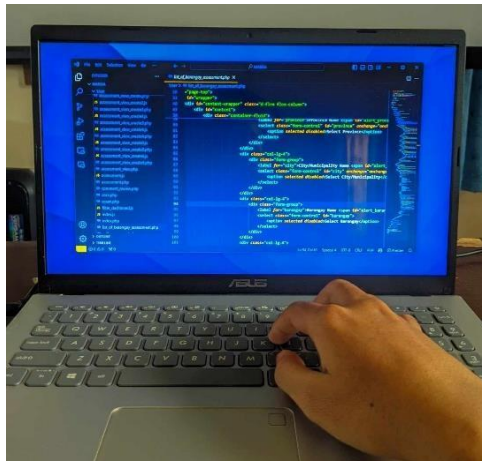
Navigating Workspace Hurdles



Our day began with confusion regarding our workspace on February 28, 2024, as we were unexpectedly unable to use our designated office. Quickly pivoting, we sought out a temporary workspace and fortunately found a suitable room for our internship needs. Despite the disruption, we remained focused and productive, continuing our work in the temporary space. We dedicated our efforts to enhancing our product icon and logo, incorporating feedback received, and utilizing CorelDraw to generate a variety of options. This approach ensured the team had ample choices when selecting the ideal product logo and icon for our system.

**February 29,
2024**


Tackling Front-End Challenges



The last day of February proved challenging as we transitioned from designing the product's icon to tackling front-end tasks. What seemed like quick fixes turned out to be more complex, requiring extensive code search and fixing across multiple pages. However, we've come to realize that growth comes from facing challenges. Despite the difficulty, we find satisfaction in overcoming these hurdles during the internship. Additionally, we had a quick call with our Team Advisers to review our week's productivity and progress towards meeting deadlines.

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<p>March 1, 2024</p>	<p>Advancing Administrative Efficiency: Introducing Project MABISA to Barangay Captains</p> 	<p>During the ABC meeting of the 38 Barangay Captains in Aloran Municipality on March 1st, we were invited to introduce the MABISA project, which focuses on simplifying administrative duties by digitizing document submissions to the DILG. The reception was overwhelmingly positive, with the captains showing enthusiasm to work together on its implementation. They acknowledged the project's potential to reduce the workload of barangay secretaries and improve overall efficiency. The conversations underscored a mutual dedication to utilizing technology for the betterment of the community.</p>
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NOTE: All accomplished activities must be supported with justifications (e.g., pictures, other documents)

Prepared by:

Approved by:

WAQUIN L. GARCIA

Student – Intern/Trainee

JOEL JOSE T. TABIL

Internship Supervisor