**Student Progress Report**

The purpose of this form is to maintain a brief memo of student’s progress and supervisor reviews. The supervisor who monitors the student's performance during this period should fill out the form and mail this form to the UCSY supervisor or place it in a sealed enveloped and give it to the student to bring it back to the UCSY.

Company/Organization Name: BizLeap Technology

Student Name Mg Kaung Pyae Sone Tun :

**Student’s daily activities Record**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No** | **Date** | **Assigned Tasks/ Description of work** | **Completion status** | **Remarks** |
| **1** | **15.7.2019** | **Holiday** |  |  |
| **2** | **16.7.2019** | **Holiday** |  |  |
| **3** | **17.7.2019** | **1.English Lecture**  **2.Job Assignment Discussion**  **3.Team Meeting**  **4. Internship Experience Video Script** | **Done** |  |
| **4** | **18.7.2019** | **1.Job Assignment Discussion**  **2.User Guide Checking**  **3.Bizleap-hr Mobile Testing** | **Done** |  |
| **5** | **19.7.2019** | **Holiday** |  |  |
| **6** | **20.7.2019** | **1.Job Assignment Discussion**  **2.Review Terms and Conditions**  **3.Internship Experience Video Script** | **Done** |  |
| **7** | **21.7.2019** | **Holiday** | **Done** |  |

**Supervisor’s Comment**

Please comment on the intern’s work during this period

Supervisor Name :

Signature :

Date :

Title and contact :