**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 : San Thinzar Linn

**Student’s daily activities Record**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No** | **Date** | **Assigned Tasks/ Description of work** | **Completion status** | **Remarks** |
| **1** | **22.7.2019** | **1. Job Assignment Discussion**  **2. English Lecture**  **3. Edit script for internship experience video**  **4. Screen test for internship experience video** | **Done** |  |
| **2** | **23.7.2019** | **1. Job Assignment Discussion**  **2. Write script for HR promo video**  **3. Internship video shooting** | **Done** |  |
| **3** | **24.7.2019** | **Holiday** |  |  |
| **4** | **25.7.2019** | **1. Job Assignment Discussion**  **2. Write SND facebook post** | **Done** |  |
| **5** | **26.7.2019** | **1. Job Assignment Discussion**  **2. Edit SND facebook post**  **3. Screen test for HR promo video** | **Done** |  |
| **6** | **27.7.2019** | **1. Job Assignment Discussion**  **2. English Lecture**  **3. HR promo video shooting**  **4. Script for HR video tutorial** | **Done** |  |
| **7** | **28.7.2019** | **Holiday** |  |  |

**Supervisor’s Comment**

Please comment on the intern’s work during this period

Supervisor Name :

Signature :

Date :

Title and contact :