**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 Shine Wanna

**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.Write BizLeap HR Mobile Application User Guide**  **4.****Screen Test for Internship Experience Video** | **Done** |  |
| **2** | **23.7.2019** | **1.Job Assignment Discussion**  **2.Write BizLeap HR Mobile Application User Guide**  **3.Screen Test for Internship Experience Video**  **4.****Write BizLeap HR web User Guide** | **Done** |  |
| **3** | **24.7.2019** | **Holiday** | **Done** |  |
| **4** | **25.7.2019** | **1.Job Assignment Discussion**  **2.Write BizLeap HR web User Guide** | **Done** |  |
|  |  |  |  |  |
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|  |  |  |  |  |

**Supervisor’s Comment**

Please comment on the intern’s work during this period

Supervisor Name :

Signature :

Date :

Title and contact :