**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 : Ma Ya Mone Zin

**Student’s daily activities Record**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No** | **Date** | **Assigned Tasks/ Description of work** | **Completion status** | **Remarks** |
| **1** | **22.07.2019** | **1.Job Assignment Discussion**  **2.English Lecture**  **3.Screen test for Internship Experience video**  **4.Write script for video tutorial for Bizleap-hr software** | **Done** |  |
| **2** | **23.07.2019** | **1.Job Assignment Discussion**  **2.Shooting for Internship Experience video**  **3. Write script for video tutorial for Bizleap-hr software** | **Done** |  |
| **3** | **24.07.2019** | **Holiday** | **Done** |  |
| **4** | **25.07.2019** | **1.Job Assignment Discussion**  **2.English Meaning**  **3. Write script for video tutorial for Bizleap-hr software** | **Done** |  |
| **5** | **26.07.2019** | **1.Job Assignment Discussion**  **2.Team Meeting for video tutorial**  **3. Write script for video tutorial for Bizleap-hr software** | **Done** |  |
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