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September 1, 2004

Ms. Trish Meng
Coordinator, Co-op Program
Faculty of Computer Science
University of New Brunswick
P.O. Box 4400
Fredericton, NB
E3B 5A3

Re: January – April 2004 Co-op Work Report

Dear Ms. Meng:

       This is my sixth Co-op work term report which outlines my work at Natural Resources
Canada's Canadian Forestry Service from May to August 2005.

        The Canadian Forestry Service (CFS) is a federal government agency that conducts
research in collaboration with companies and organizations on forestry and forest management.
The CFS presence in Fredericton works to sustain the health of New Brunswick's forests as well
as the rest of Canada's forests. The researchers working out of CFS, Fredericton are currently
studying many different forestry areas including Spruce Budworm Outbreaks and Forest
Regeneration.

       This report articulates my activities and duties while working with the Decision-Support
Systems group and the Informatics group at the Canadian Forestry Service, Fredericton. My
growth in terms of knowledge and experience is also described in this report. As I had limited
knowledge of Visual Basic for Applications prior to this work term it was a very rewarding gain
this experience. Also, since I had done very little technical support or helpdesk work in the past,
I benefited greatly from this work with CFS. My work term supervisors, Mark Budd (DSS
group) and Scott McConaghy (Informatics group), have commented on the report in my Work
Term Evaluation and have reviewed it with me.

Sincerely,

Brad Touesnard

Encl: Work Term Report

University of New Brunswick
Faculty of Computer Science

Co-op Work Term Report

Student Name: Brad Touesnard

Student ID#:   3060899

Employer: Natural Resources Canada,
                            Canadian Forestry Service

Work Address: P.O. Box 4000
                            Fredericton, NB
                            E3B 5P7

Work Supervisor: Mark Budd
                            Scott McConaghy

Work Term Dates: 2004 May 10 – 2004 August 27

Work Term Report #:   6

Submission Date: 2004 September 8

Introduction

From May 10th, 2004 to August 27th, 2004, I continued my experience in the Co-op

program at Natural Resources Canada's Canadian Forestry Service (CFS) located in Fredericton.

During my work term with CFS, I developed two Visual Basic applications to read and

manipulate data files, setup new desktops for employees, and verified and mapped-out all the IP

addresses to physical network drops in the building.

Summary

During my work term with the CFS, I was mainly responsible for setting up software on

new desktop computers for co-workers and migrating their settings from their old computer. I

also developed some Visual Basic (VB) applications to parse data files and modify the data. In

addition I was given the task of performing an inventory of the IP addresses currently in use by

mapping the addresses to the physical network drops in the building. The CFS staff was friendly

and approachable at all times, and were very helpful when needed.

As I had to approach every office to confirm or disprove the IP addresses in use,

performing the IP address inventory enabled me to achieve one of my work term goals to the

fullest extent. That is, it allowed me to meet almost the entire CFS staff. Since I had worked

with VB Script during a previous work term, one of my goals at the beginning of this work term

was to enhance my skills with Visual Basic for Applications. As with any work term, you hope

to absorb some knowledge from co-workers and managers and I was able to do just that during

my work term. At the CFS I was able to gain lots of experience with Visual Basic and COM

development as well as an abundance of knowledge in forestry. In addition, my experience with

the Informatics group allowed me to develop my knowledge of networks and enhance my

technical support skills. Overall, I was able to achieve my goals during my final four months, which were equally rewarding as my first four months.

The work term environment at the CFS has been very comfortable and enjoyable. The people are friendly and knowledgeable, and the facility presents a rich atmosphere. Since I had previous experience with Visual Basic and technical support, I felt adequately prepared for this job. Since this is my sixth work term, I knew generally what to expect in a professional IT environment so there were few surprises. I had no trouble whatsoever adjusting to the CFS environment.

Professional Development

This work term has enabled me to develop my programming skills in Visual Basic for Applications and COM. Prior to this work term I had only coded a very simple VB application for a previous employer. In addition, I was able to learn a great deal about networks and delivering technical support services from the professionals in the Informatics group. I believe that I have been able to develop as an emerging professional as my programming and people skills have matured and I have fully explored another working environment.

Because this work term was the last four months of an eight-month work placement, I was already prepared and ready to tackle any projects that came my way. I was already familiar with the staff, work environment, and the actual work. I continued to learn new programming concepts (especially in VB) and network architecture concepts from co-workers and benefited from their experience.

The staff of the CFS was highly skilled, knowledgeable, and experienced. Working with such a group of individuals enabled me to considerably improve my technical knowledge and

interpersonal skills. I am happy that I was able to contribute a little of my own knowledge and experience in web development after absorbing so much.

Conclusion

I believe that my final Co-op work term was an overall success and I will continue to encourage my peers to consider the Co-op program to compliment their university experience.