

## ACCOMPLISHMENTS REPORT

<b>Officer:</b> Chrystian L. Perote <b>Position:</b> Digital Marketing Specialist	<b>Period Covered:</b> January 5 - February 4, 2025
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PLANNED ACTIVITIES / OUTPUTS FOR THE PERIOD	ACTUAL ACCOMPLISHMENTS and OTHER REMARKS
<ul style="list-style-type: none"><li>•</li></ul>	<ul style="list-style-type: none"><li>• Refining Lab-in-a-Box Project Website<ul style="list-style-type: none"><li>- Added graphics elements</li><li>- fixed method payment</li><li>- improved website concept</li></ul></li><li>• Office Strategic Planning execution<ul style="list-style-type: none"><li>- activity documentation</li></ul></li><li>• Lab-in-a-Box target schools database</li><li>• Lab-in-a-Box CSR as target Market<ul style="list-style-type: none"><li>- Research and information gathering</li><li>- Database Creation</li><li>- Strategic Company Targeting</li><li>- Email creation and execution</li></ul></li><li>• Corporate Social Responsibility(CSR) Pitch Deck for Targeted Companies<ul style="list-style-type: none"><li>- Gathering elements and resources</li><li>- Slide Creation and finalization</li></ul></li><li>• Lab-in-a-Box project Poster</li></ul>

  
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Digital Marketing Specialist

Engr. Benjamin N. Mirasol  
Project Leader

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<ul style="list-style-type: none"><li>•</li></ul>	<ul style="list-style-type: none"><li>• LGU Lab-in-a-Box Team Pampanga Visit<ul style="list-style-type: none"><li>- Visit Preparation</li><li>- Check list, software necessities</li><li>- LIAB presentation Slides Creation</li><li>- Visit Execution</li><li>- Documentation</li><li>- Publications and Articles</li></ul></li><li>• Ateneo Vendo Machine Graphic Design</li><li>• Nexus Vietnam Visit Article<ul style="list-style-type: none"><li>- Edits and publishing article</li></ul></li><li>• Inventory Turnover of 3D Printer to BUILD Labs</li><li>• Lab-in-a-Box Classical Mechanics Research<ul style="list-style-type: none"><li>- Finding Connections for Manual creation</li><li>- Conducted researches including DepEd Curriculum</li><li>- Finding manufacturing spaces for fabrication</li></ul></li></ul>

  
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PLANNED ACTIVITIES / OUTPUTS FOR THE PERIOD	ACTUAL ACCOMPLISHMENTS and OTHER REMARKS
<ul style="list-style-type: none"><li>•</li></ul>	<ul style="list-style-type: none"><li>• Searched for T-shirt &amp; Poster MEDIA Supplier for STEP project merch and materials</li><li>• Conceptualization of elements &amp; Color palette for STEP 2 project branding</li><li>• Brainstorming for Kick-off/Mixer event Games and activities</li><li>• Started Graphics for Kick-Off posters<ul style="list-style-type: none"><li>* Why Spinning Off is Your Best Route</li><li>* Face to Face Activities</li><li>* STEP Teams Infographics</li></ul></li><li>• Gathered Visual Asset for STEP project video loop</li><li>• STEP merch design Layout</li></ul>

  
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