



UNIVERSITY OF KELANIYA – SRI LANKA
FACULTY OF COMPUTING AND TECHNOLOGY
Bachelor of Engineering Technology Honours Degree and
Bachelor of Information and Communication Technology Honours Degree



Internship Programme | Academic Year 2023/2024

Bi - weekly Progress Report by the Intern Student

Name of the Intern: M.A.Shanika Sewwandi Student No.: CS/2020/052

Internship Organization: Cyber Mas Solution Pvt Ltd

Report No.: 03 Date : 2025-09-02 Period Covered (Dates): 10

Instructions:

- This bi-weekly report is to be completed twice a month (2nd week and 4th week of the month), and must be submitted the two reports of the month on Moodle **no later than 11:59 p.m. on the last day of the month**.
- Students are strongly encouraged, but not required, to discuss their reports with their industry supervisor.
- The answer to each question must contain at least fifty (50) words.
- **Every question** must be answered in detail, and this is an academic report, and thus attention should be paid in order to avoid excessive grammatical and typographical errors.

1. Describe your main assignments and responsibilities for this report period.

During this bi-weekly period, my primary responsibilities focused on advancing the development of the Payroll Management System. I began by completing the entity-relationship (ER) diagram and refining system diagrams, ensuring the overall structure accurately reflected user requirements and data flow. I then participated in preparing full project documentation, which included describing system modules, processes, and interactions in detail. I was also actively involved in creating and reviewing Data Flow Diagrams (DFDs) to define system functionality and behavior. Later in the period, I transitioned to the design phase, where I initiated and continued UI design using Figma, ensuring that the interface was both user-friendly and aligned with the project's requirements.

2. What experiences/responsibilities were particularly rewarding during this report period?

The most rewarding part of this period was contributing significantly to both the documentation and design stages of the payroll system. Completing system diagrams and ER models gave me a deep understanding of the system's architecture, while preparing documentation strengthened my technical writing and analytical skills. Beginning the UI design with Figma was especially satisfying, as it allowed me to transform theoretical concepts into practical, user-focused interfaces. Additionally, discussions with team members and the data analyst improved my communication skills and helped me understand how design decisions impact the system's overall performance and usability.

3. What experiences/responsibilities were particularly disappointing or frustrating?

I did not encounter any major disappointments or frustrations during this period. All assigned tasks progressed smoothly, and I was able to complete them within the expected timelines. Although the documentation phase was somewhat time-consuming and required significant attention to detail, I viewed this as a valuable part of the development process rather than a challenge. It helped me strengthen my technical documentation skills and ensured that the project maintained a strong foundation for future development stages.

4. Describe other professional growth opportunities (e.g., conferences, field trips, directed readings, meetings, research...) that you were able to capitalize on this week.

This reporting period provided several opportunities for professional growth. Regular discussions with my supervisor and the team enhanced my ability to present technical progress clearly and receive constructive feedback. Collaborating with the data analyst improved my understanding of how documentation supports data-driven decision-making in system development. Additionally, working on UI design with Figma allowed me to gain hands-on experience with industry-standard tools and practices in user interface creation. These experiences collectively strengthened my technical skills, communication abilities, and confidence in handling end-to-end software development tasks.

Student Signature Shenke

Date 2025-10-01

Industry Supervisor Signature _____

Date _____

Industry Supervisor Name _____

Title _____