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| **CTU – GINATILAN EXTENSION CAMPUS** | |
|  | OJT Form 6  October 2012  Revision: 0 |

**DAILY/WEEKLY/MONTHLY PERFORMANCE REPORT**

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| **Name of Student Trainee:** | | Nel Gonzales | | |
| **Course, Year & Major:** | | Bachelor of Industrial Technology Major in Computer Technology 4A | | |
| **Cooperating Agency:** | | LGU Ginatilan | **Inclusive Date:** | **From**: 05052025 |
| **Department Assigned:** | |  | | **To**: 05102025 |
| **Summary of Activities:** | |  | **Learning/Insights:** |  |
| This week, I proctored the exam, assisted with the transportation of the speaker, and prepared the room for the PTA meeting. | | | This week, I gained valuable experience in supporting school activities and events. By proctoring the exam, I learned the importance of maintaining focus and fairness in a testing environment. Assisting with the transportation of the speaker taught me how teamwork and coordination are essential in ensuring that events run smoothly. Preparing the room for the PTA meeting helped me understand the value of being detail-oriented and proactive when setting up for important gatherings. Overall, these tasks improved my sense of responsibility and strengthened my organizational skills. | |
| Prepared by:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Student Signature over Printed Name** | | | | |
| **CA (Cooperating Agency) Remarks:**  **Nel Gonzales** | | | | |
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|  |  | |  | **Signature Over Printed Name** |
| **OJT Chairman/Supervisor Remarks:** | | | | |
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