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

**DAILY/WEEKLY/MONTHLY PERFORMANCE REPORT**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **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**: 02242025 |
| **Department Assigned:** | |  | | **To**: 03012025 |
| **Summary of Activities:** | |  | **Learning/Insights:** |  |
| This week, we did the inventory of chairs, formatted the CPU due to insufficient storage, fixed the server CPU, detached the TVs, and assisted the preparation of the CTU night blocking. | | | This week, I learned a lot from a range of tasks we completed, including doing the inventory of chairs, formatting a CPU due to insufficient storage, fixing the server CPU, detaching the TVs, and assisting with the preparation for CTU night blocking. I realized the importance of proper inventory management and how a small issue like insufficient storage can impact a system’s performance. Fixing the server CPU and detaching the TVs also taught me the need for attention to detail and careful handling of hardware. Additionally, helping with the preparation for CTU night blocking showed me how teamwork and effective planning are key in organizing events. It was a valuable week that helped me develop both technical skills and a better understanding of how to support larger projects. | |
| Prepared by:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Student Signature over Printed Name** | | | | |
| **CA (Cooperating Agency) Remarks:**  **Nel Gonzales** | | | | |
|  | | | | |
|  |  | |  | **Signature Over Printed Name** |
| **OJT Chairman/Supervisor Remarks:** | | | | |
|  | | | | |
|  | | | | **Signature Over Printed Name** |

**A group of people writing on a white plastic chair

AI-generated content may be incorrect.A person using a computer

AI-generated content may be incorrect.A person sitting at a desk with a computer

AI-generated content may be incorrect.A person in a black shirt

AI-generated content may be incorrect.A group of people carrying a wooden table

AI-generated content may be incorrect.A group of people standing outside

AI-generated content may be incorrect.**