COMMONWEALTH INFORMATION

TECHNOLOGY SOCIETY

Academic Year 2019 – 2020

1st Semester

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Engaging Possibilities

in Information Technology:

Maximizing Career Potential

(CommITS General Assembly)

November 23, 2020

PUP Quezon City Branch, Don Fabian St., Commonwealth Quezon City Phone: (Direct Lines)
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Documentation

Photo 1 Master of the Ceremony & VP of Internal Affairs Ariel Ordanza Jr. leads the opening ceremony of the program
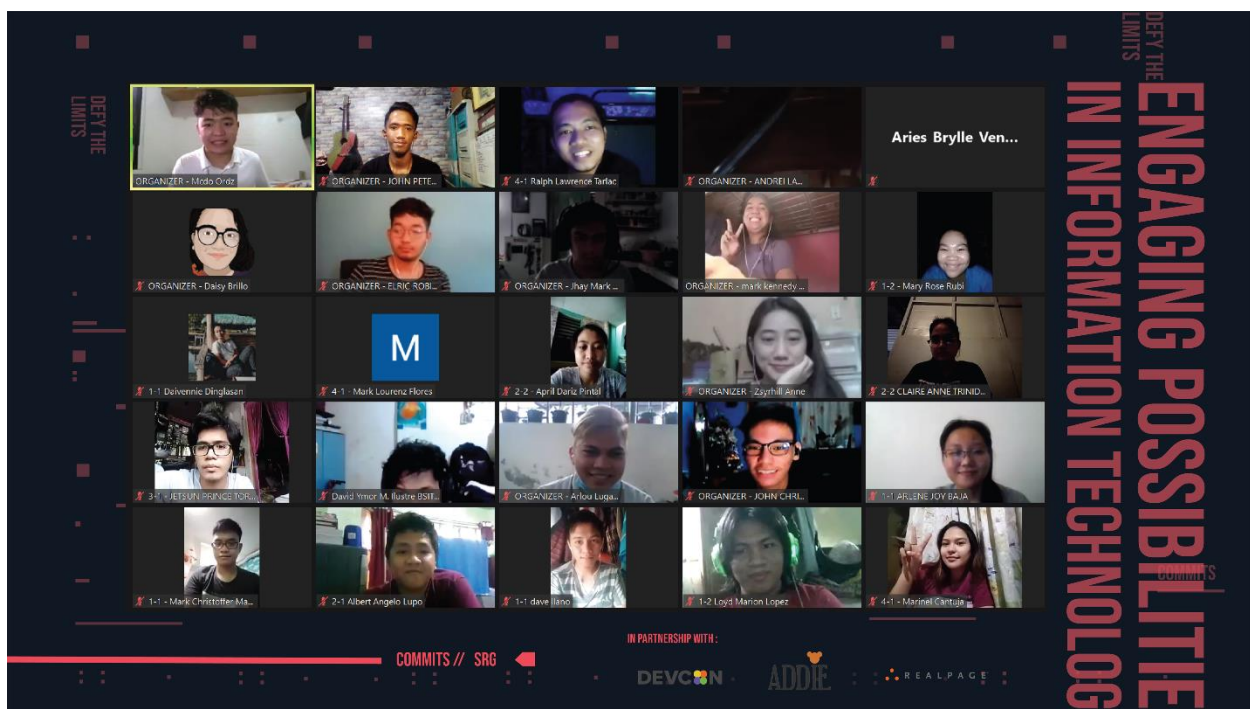

Photo 2 Photo of some of the participants and organizers in the program's Facebook livestream

CommITS General Assembly

In the midst of the pandemic and the recent onslaught of the typhoon Ulysses, the Commonwealth Information Technology Society along with the Polytechnic University of the Philippines Software Research Group conducted their annual general assembly entitled "Engaging Possibilities in Information Technology: Maximizing Career Potential" which is designed to educate the members of CommITS and ensure competency towards their future careers.

The virtual assembly has the following objectives: to build a strong bond and relationship between the different year levels of the organization members, enhance the skills and knowledge among IT students regarding of their course, & to inform and raise awareness and concerns about the organization.
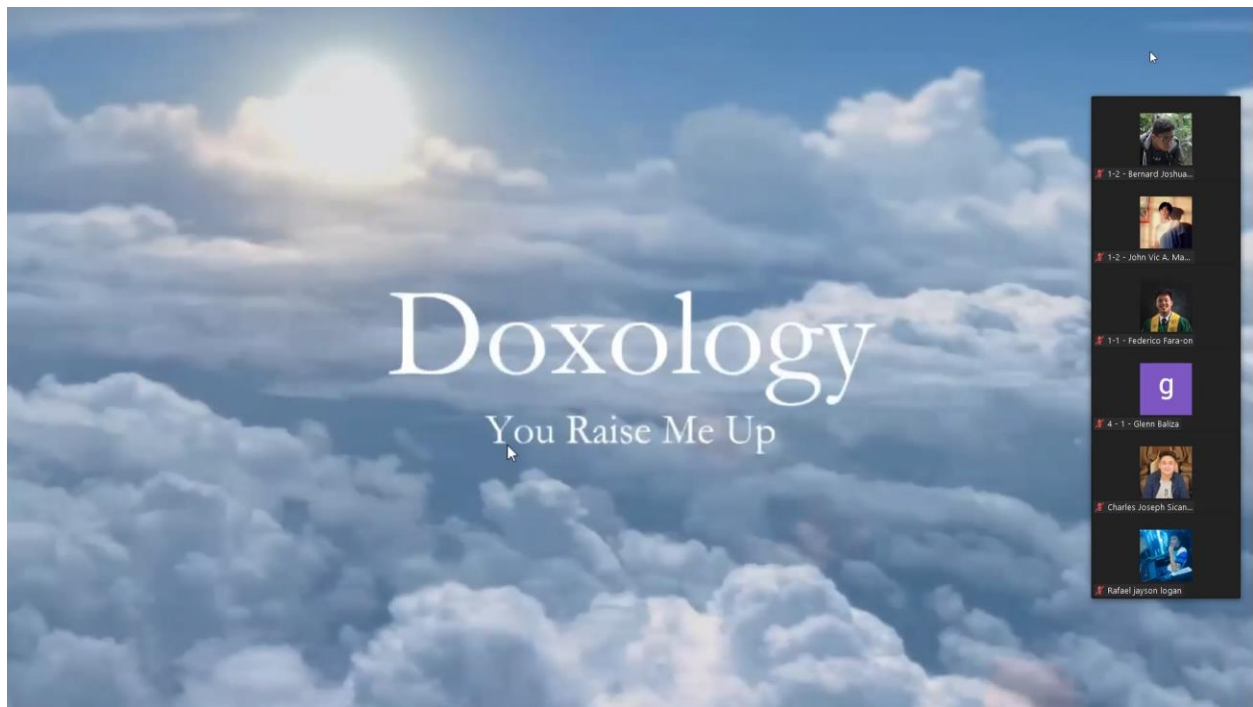
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Photo 3 Doxology by BSIT 2-2 Representative, Iva Freyritz Erika Bulawit followed by the singing of National Anthem
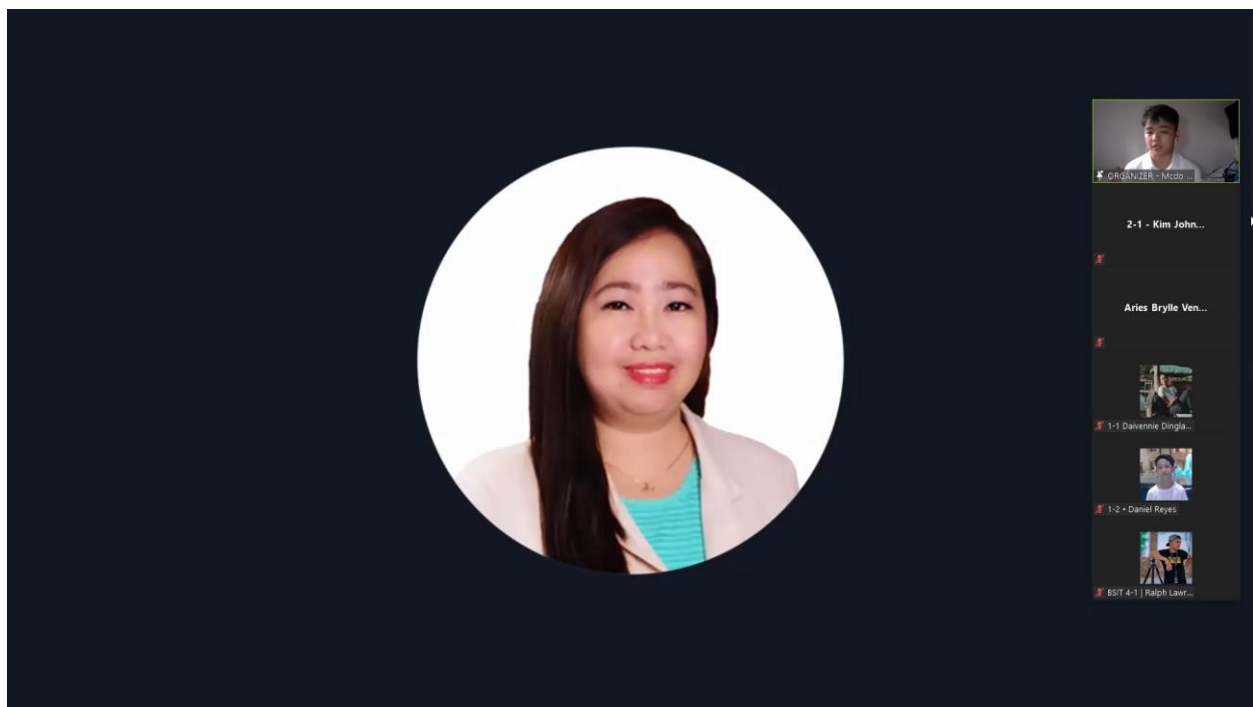
Photo 4 Opening remarks of CommITS Adviser, Prof. Alma Fernandez

The Opening Ceremony

The opening ceremony was led by the CommITS officers. The doxology was led and sung by the BSIT 2 – 2 Representative, Iva Bulawit, which was followed by the singing of the National Anthem through a video presentation project completed in the previous school year.

After the national anthem, the mc reads the heartfelt opening remarks of the CommITS Adviser, Professor Alma C. Fernandez who offers her warm welcome and advice to the information technology students to adapt and conquer the challenging events of the new normal.

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Photo 5 Presentation of the CommITS Officers A.Y. 2020-2021

Photo 6 Presentation of CommITS Mission and Vision

Presentation of CommITS Officers, Mission, Vision, and Action Plans

The officers for the current academic year have been presented and their action plans for the rest of the academic year to make their agendas known and to help the other years anticipate the upcoming events that the organization would be conducting. Some of these include the posting of infographics, the current assembly & webinar, and the extension project.

The master of the ceremony also discussed the mission and vision of CommITS that would help the freshmen understand what is the mission of the organization especially to those who are not familiar with information technology and the vision of the organization for its members.

Photo 7 Presentation of Software Research Group Members

Photo 8 Mr. Andrei Lazaro, speaking on behalf of the SRG Members

SRG Members

With the help of the Software Research Group members, John Cris Cayetano from BSIT 2 – 2 and Andrei Lazaro from BSIT 4 – 1, the program also became possible. With their advanced skills in coding and computer handling, their help with the program were greatly appreciated both by the organizers and participants.

The SRG took charge pf the technical aspects of the virtual assembly and webinar which enhanced the interaction of both the viewers and speakers. The Facebook livestream had become possible with their participation in this event.

The Software Research Group of PUPQC aims to create innovations that would help the betterment of the institution and the society which makes them one of the most valuable assets of PUPQC.

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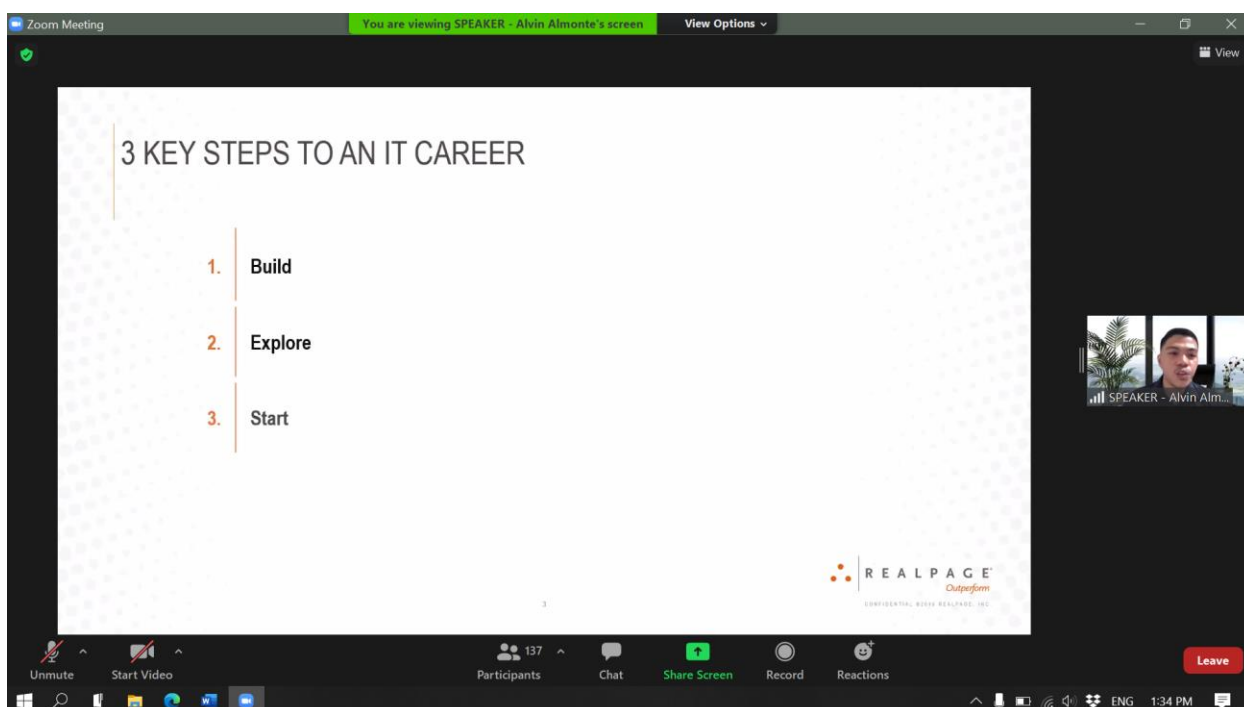*Photo 9 The first speaker, Mr. Jann Alvin Almonte, delivers his insights regarding career development*

Photo 10 Discussion regarding the 3 Key Steps of building an I.T. Career

The 3 Key Steps to Building an I.T. Career

*The first speaker, Mr. Jann Alvin Almonte discussed the important steps of building an I.T. career. He tackled 3 main steps which are **Build, Explore, & Start.***

Building your profile and credentials is the most vital step before being successful in your career in information technology. The speaker tackles the reasons why someone should start as early as getting education in building a career in information technology and it is because most of the disciplines which an employee excels at in their work starts in their education. Exploring the Job market comes next. The speaker advices that it is vital for the individual to do a proactive job searching to ensure that they get employed. Lastly, starting to prepare and get hired also helps in an information technology student's career and help them learn continuously while engaging in that career.
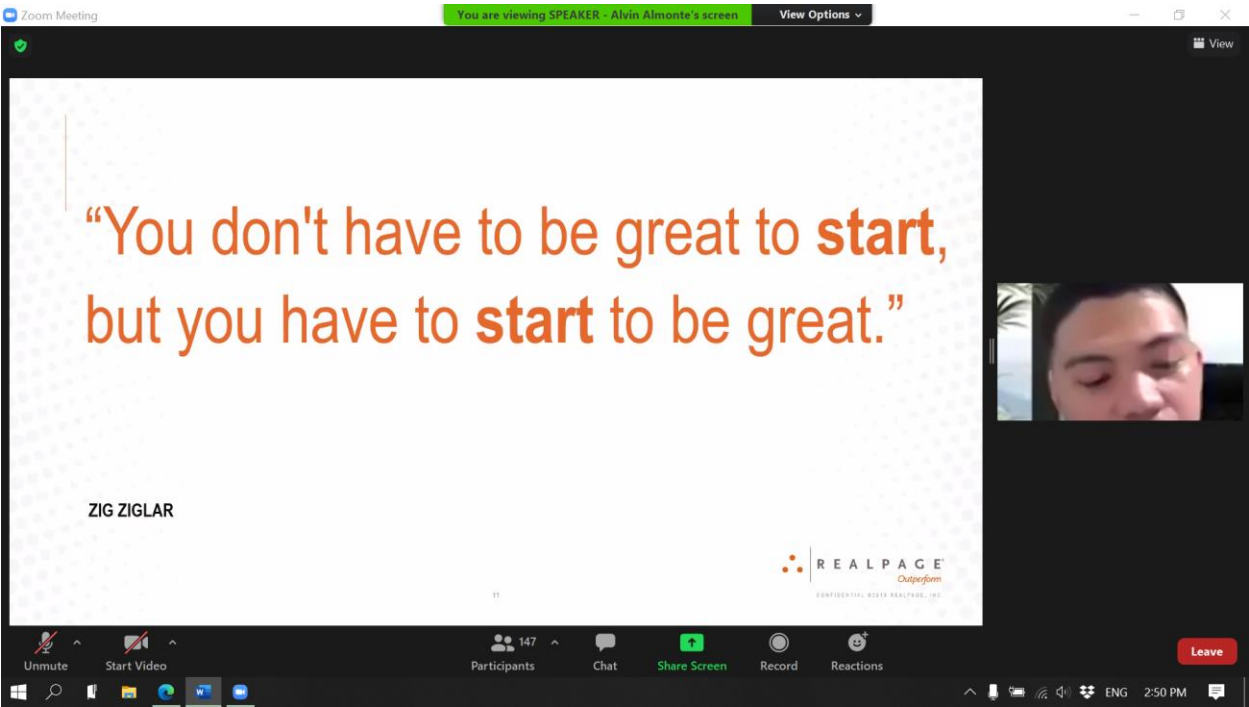
Photo 11 The speaker left the listeners with a remarkable quote
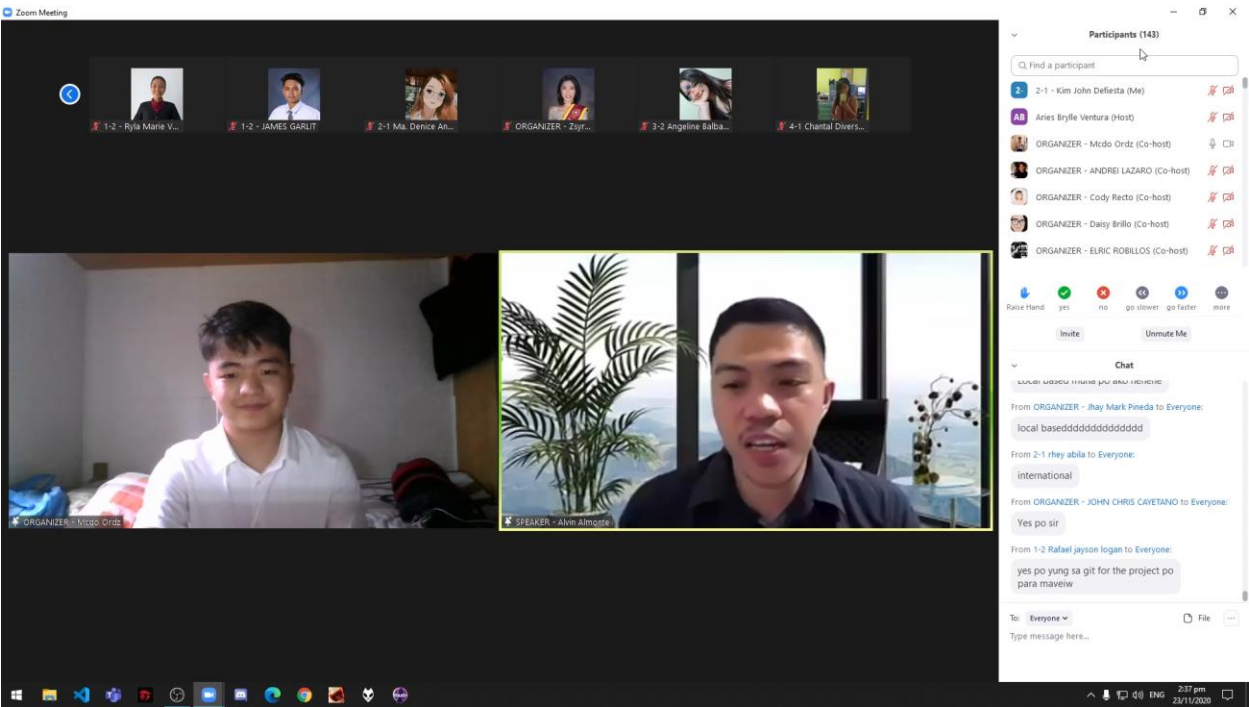
Photo 12 The first speaker engages in a question and answer with the participants

"You don't have to be great to start, but you have to start to be great"

The speaker leaves behind a very useful quote that would motivate the information technology students to pursue the course of information technology. The speaker tells the participants that there is always a first time for everything when looking for a job and also when studying. Those first-time experiences help the students learn as it accumulates and eventually make them a better person.
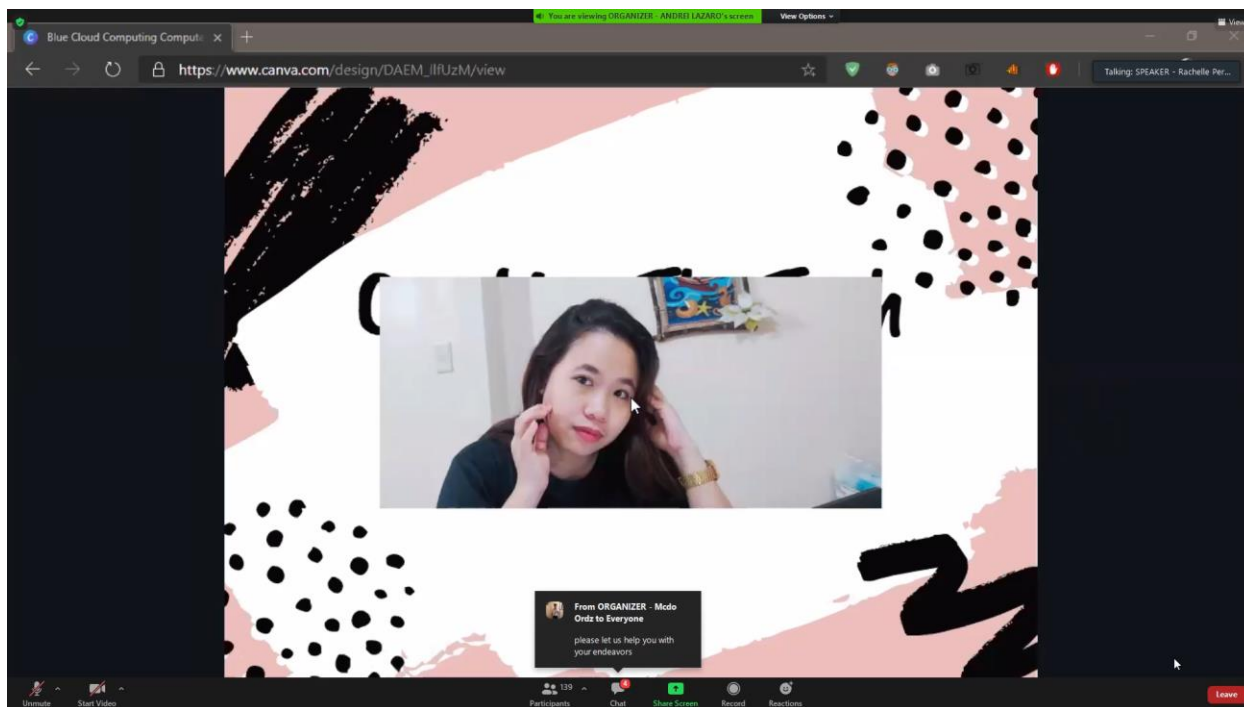
Photo 13 Ms. Rachel G. Perez, the second speaker, introduces herself
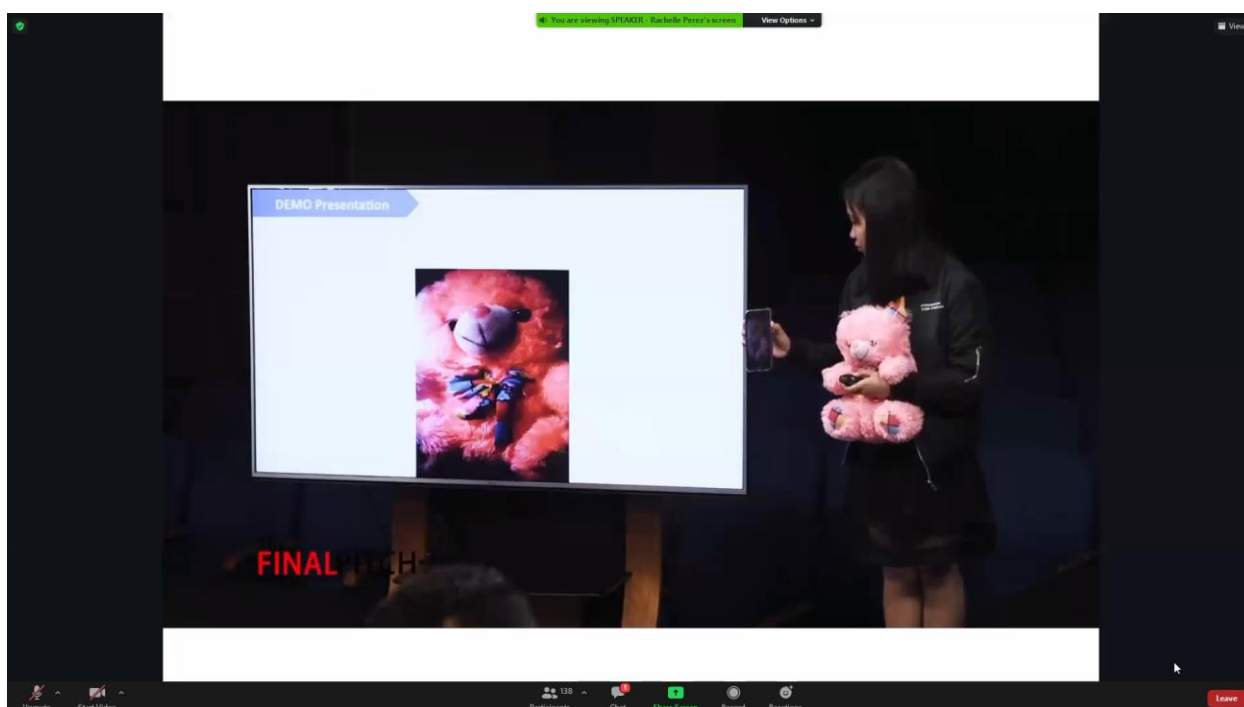
Photo 14 The speaker in a video presentation of ADDIE

ADDIE: The Tech Innovation for Children with ADHD

Addie is a stuffed bear designed and programmed to be a companion for parents who has a child diagnosed with ADHD. Ms. Rachelle G. Perez, a De La Salle University Lipa graduate in a Computer Science degree major in Web Development and is currently the founder of InMakersLab, and Team leader for Addie. She also engages in various technopreneurship events and is a volunteer at DevCon Philippines.

She is both an inspiration and role model for Information Technology students who are in doubt of their career path. Through her achievements she convinced the participants to continue and persevere in their chosen path even though it might seem very hard and impossible.

Photo 15 The speaker discussing the career opportunities in Information Technology
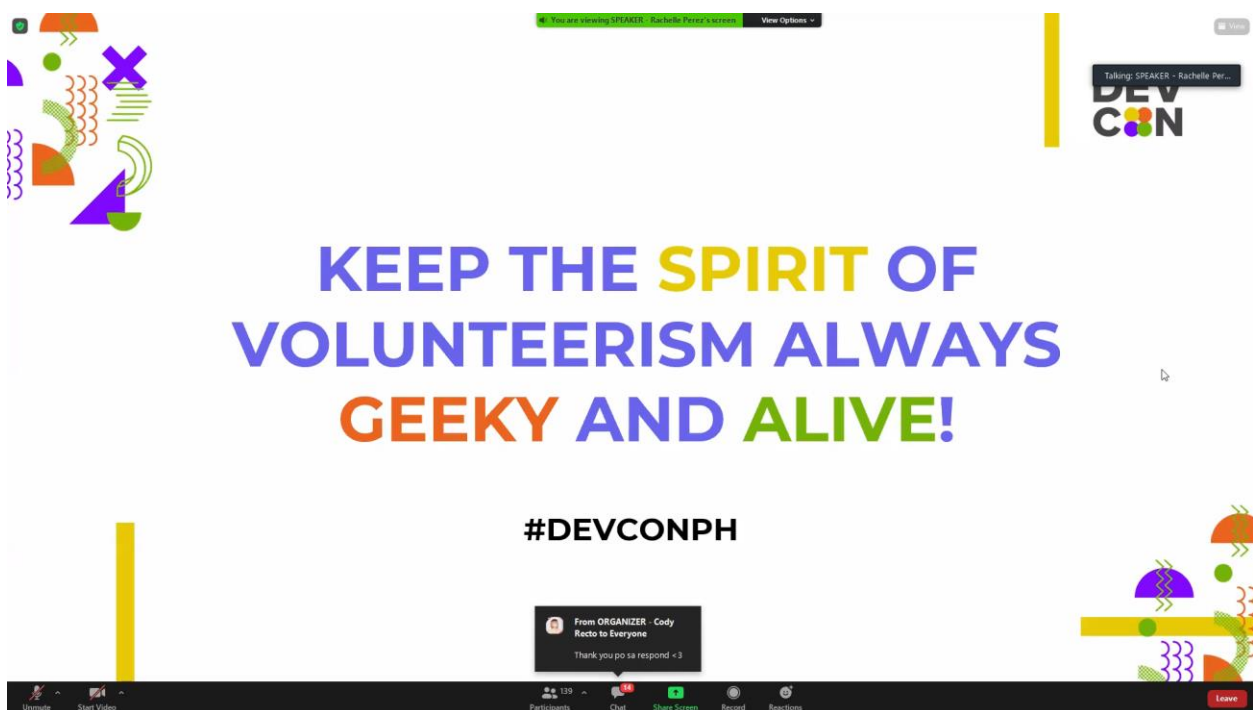
Photo 16 The closing remarks of the speaker regarding DevCon PH and into the question & answer with the participants

Career Opportunities and DevCon

The second speaker also discussed various career opportunities in line with information technology. She also named some of the platforms that information technology students could explore such as salesforce, Angular, JavaScript, Microsoft .NET, tableau, Xamarin, and Power BI. She also discussed the various careers that are most in-demand in this new normal namely: graphic design, digital marketer, user interface designer, Front-End Web Developer, Software Developer, tech and customer support jobs, health-care related jobs, data development engineer, database management or administrator, and supply chain jobs. The speaker also discussed some of the ways to improve information technology skills.

She also introduced DevCon which is the largest IT community in the country.

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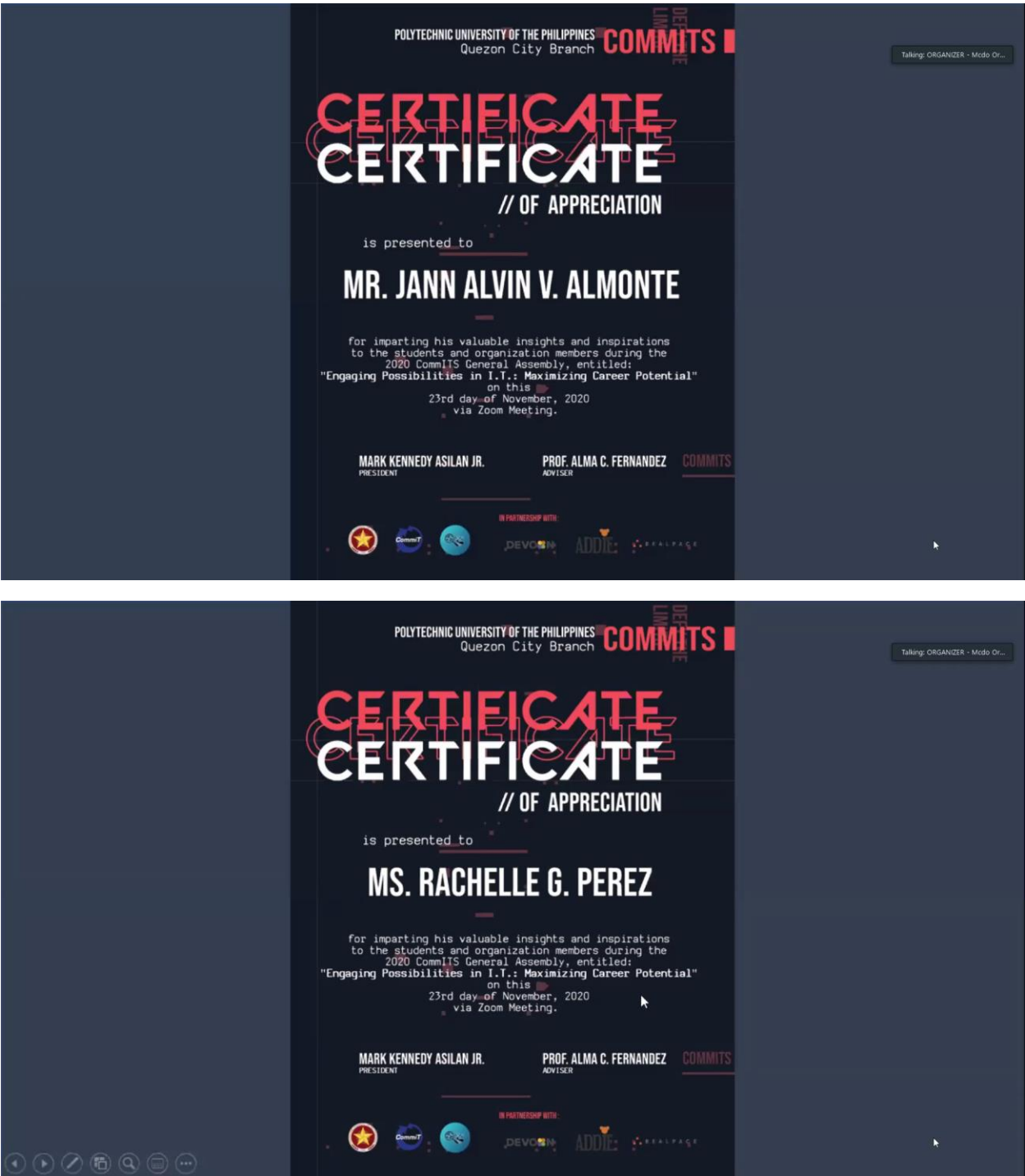
Photo 17 Awarding of the Speakers' Certificates

Awarding the Speakers

After the talk of Mr. Jann Almonte and Ms. Rachelle Perez, they were awarded with the certificate of appreciation for their participation in the annual general assembly and empowering the students of information technology in PUPQC.

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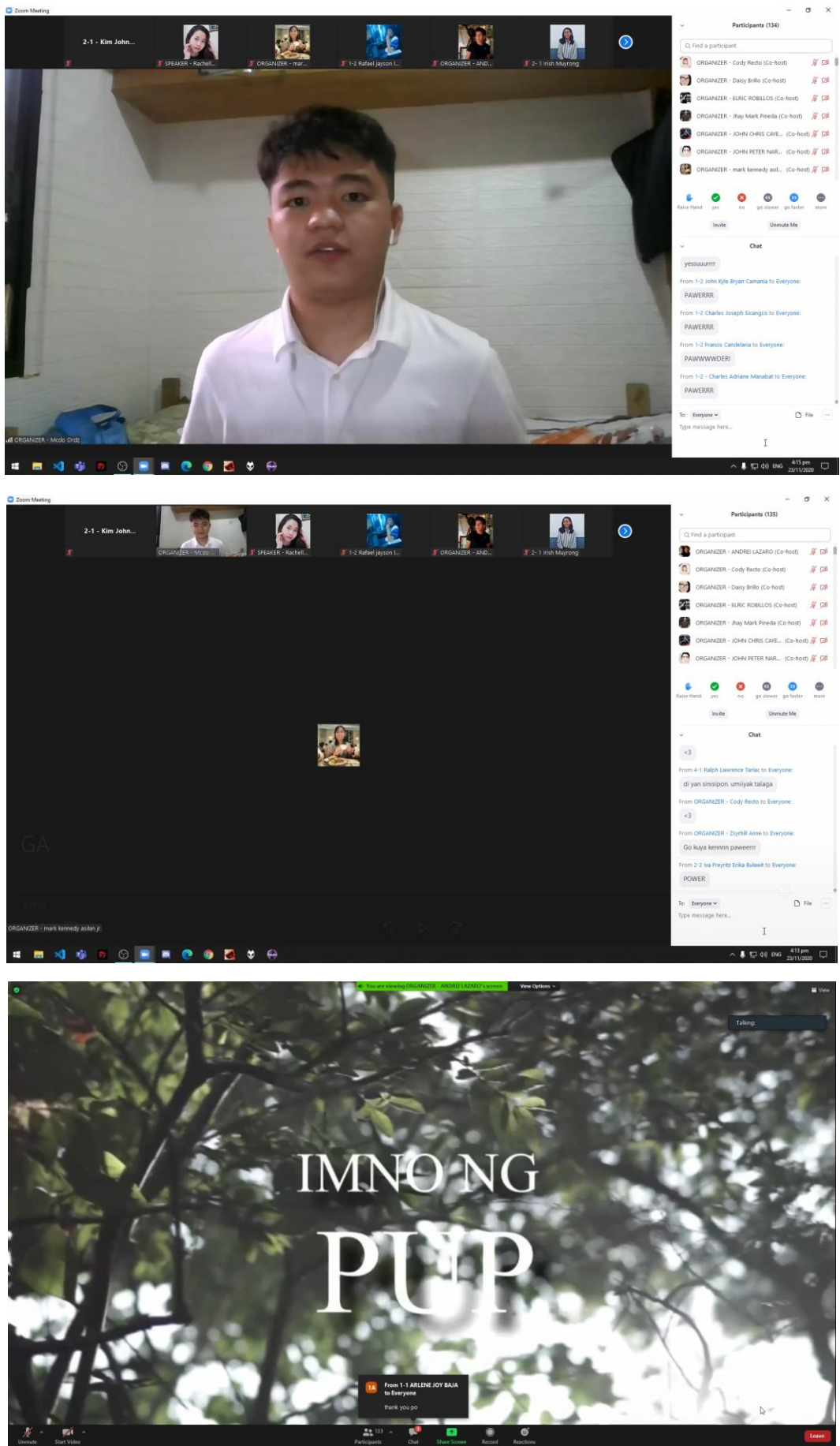
Closing

The program ended with the closing remarks of the CommITS President, Mark Kennedy Asilan Jr., who gave his gratitude towards the organizers, speakers, participants, and Prof. Aries Ventura for the successful event, followed by the singing of the PUP hymn.

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Photos of the participants from BSIT 1-1, 1-2, 2-1, 2-2, 3-1, 3-2, & 4-1.

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Appendices

Appendix 1
Certificate of Accreditation

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Appendix 2
List of Officers

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COMMONWEALTH INFORMATION TECHNOLOGY LIST OF OFFICERS A.Y. 2020 – 2021	
NAME	POSITION
Mark Kennedy S. Asilan Jr	President
Ariel Ordanza Jr.	Vice President for Internal
Elric C.J. S. Robillos	Vice President for External
John Peter Narzoles	Vice President for Research Development Team
Zsyrhill Anne C. Soria	Secretary General
Riezel Mae R. Sanchez	Auditor
Arlou R. Luganob	Business Manager
Angel Ann C. Retamar	PIO
Kier A. Esteban	RDT Member
Filwayne Kean M. De Lara	RDT Member
Jhay Mark T. Pineda	RDT Member
Jayson V. Tabuelog	IT 1-1 Representative
Cody Grace A. Recto	IT 1-2 Representative
Kim John C. Defiesta	IT 2-1 Representative
Iva Freyritz Erika Bulawit	IT 2-2 Representative
Carl Angelo C. Magbuo	IT 3-1 Representative
Angeline T. Balbarino	IT 3-2 Representative
Daisy Brillo	IT 4-1 Representative

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Appendix 3
Constitution and By-Laws

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CONSTITUTION AND BY-LAWS

REVISED 2017

ARTICLE I
NAME, DOMICILE AND LOGO

Section 1. The official student union of the Bachelor of Science in Information Technology and Diploma in Information Communication Technology Students of Polytechnic University of Philippines, Quezon City Branch shall be known as Commonwealth Information Technology Society.

Section 2. The official domicile of the Commonwealth Information Technology Society shall be at the Commonwealth Information Technology Society Office, Polytechnic University of the Philippines Quezon City Branch, Don Fabian St., Brgy. Commonwealth, Quezon City.

Section 3. The Commonwealth Information Technology Society shall have jurisdiction over the Polytechnic University of the Philippines, Quezon City Branch bonafide Bachelor of Science in Information Technology and Diploma in Information Communication Technology Students.

Section 4. The Commonwealth Information Technology Society reserves the right and authority to use the official logo described below in any official transaction in and off-campus.

The blue arrow stands for a kind of software development process model, the waterfall model. Waterfall model begins with the gathering of requirements, designing and planning the process, implementing the design, verifying the implemented process and maintaining it. It emphasizes the logical progression of the organization. It arrows back to the beginning because every process will start at the requirements and will end up on its maintenance depending on a scenario. Waterfall process is used by the officers in managing the organization.

"CommiT", which stands for Commonwealth Information Technology, is located at the center of the logo. This symbolizes that both the officers and members should commit themselves to pursue the objectives of the organization.

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Invent and Conquer, found under the blue arrow, is the product of the waterfall. Every process has an output, that process and output must overcome, and take control, the organization for the benefit of its members and PUP Quezon City Branch.

ARTICLE II
VISION, MISSION, STATEMENT OF OBJECTIVES AND PRINCIPLES

Section 1. Vision

Quality Information Technology education towards competency among Polytechnic University of the Philippines, Quezon City Branch Students.

Section 2. Mission

Recognizing the importance of a scientific culture among Bachelor of Science in Information Technology and Diploma in Information Communication Technology Students, the Society shall encourage and promote the advancement of Information Technology.

Section 3. Statement of Objectives

The Society shall have the following objectives:

1.1 Promote Research and Development in Information Technology.

1.2 Contribute in the improvement of Information Technology Education.

1.3 Promote the exchange of knowledge in Information Technology Education.

1.4 Advocate for university progressive policies and programs that affect the Information Technology Sector.

1.5 To promote healthy exchange of ideas and constructive criticisms in the form of forum, symposia, consultative discussions in the advancement of the members.

1.6 Establish linkages with other organization in the pursuit of common goals and;

1.7 To foster strong and harmonious relationship among all members of the Society and the University

Section 4. Principles

Everyone requires a guide who must be compassionate to his/her weakness.

ARTICLE III
MEMBERSHIP

Section 1. All bonafide Bachelor of Science in Information Technology and Diploma in Information Communication Technology Students of Polytechnic University of the Philippines Quezon City Branch are automatically member of the Commonwealth Information Technology Society.

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ARTICLE IV
DUTIES AND RESPONSIBILITIES OF MEMBERS

Section 1. It shall be the duty and responsibility of the member to:

1.1 Observe always the laws of the land, the rules and regulation of the University, the Supreme Student Council and the Commonwealth Information Technology Society.

1.2 Help promote an atmosphere conductive for peace and harmony among various sectors of the university.

1.3 Exercise their rights and responsibilities with due regard for the right of their fellow students and other members of the Polytechnic University of the Philippines, Quezon City Community.

1.4 Be responsible in carrying out the objectives of the Society, protecting its good name, maintaining a high degree of scientific standards, and abiding by the principles of ethics.

1.5 Pay Membership Fee levied by the Society.

ARTICLE V
BILL OF RIGHTS

Section 1. It shall be the right of the member to:

1.1 Know and be informed of the matters affecting them.

1.2 Exercise suffrage or right to vote and hold elective or appointive positions in the Society.

1.3 Represent the Society in and outside the campus.

1.4 Enjoy freedom of speech and of the press.

1.5 Undertake research, publish and discuss findings and recommendations relating to academic and non-academic endeavors in accordance with the principles of academic freedom.

1.6 Appeal decisions affecting their rights, interests and welfare.

1.7 Not be subjected to exploitation, harassment (in words and in deeds), and cruel and/or unusual punishment.

ARTICLE VI
THE COMMONWEALTH INFORMATION TECHNOLOGY SOCIETY

Section 1. The Commonwealth Information Technology is an Academic Organization that always towards the development of students' personal relationships and encouraging them to participate in group activities especially in academic competitions.

Section 2. The Commonwealth Information Technology Society shall compose of the President, Vice President for Research and Development, Vice President for Internal Affairs, Vice President for External Affairs, Secretary General, Budget and Finance Officer, Associate Budget and Finance Officer, Auditor, Business Manager, Public Affairs Officer and four Research and Development Commissioners all elected at large by the Polytechnic University of The Philippines, Quezon City Branch Bachelor of Science in Information Technology and Diploma in Information Communication Technology Students.

Section 3. The Commonwealth Information Technology Society President shall exercise authority over his/her cabinet.

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Section 4. The Commonwealth Information Technology Society have the power to legislate, implement, approve and disapprove rules & regulations, policies and resolutions, programs and projects concerning its members.

Section 5. All decisions/resolutions made and passed by the Commonwealth Information Technology Society shall be approved by the required quorum and shall take effect after the required number of quorum voted as provided in other article and sections of this Constitution.

Section 6. The Commonwealth Information Technology Society shall be responsible for all its actions, decisions, programs, projects, activities and all other important matters concerning its members.

ARTICLE VII
DUTIES AND RESPONSIBILITIES OF THE COMMONWEALTH INFORMATION TECHNOLOGY SOCIETY OFFICERS

Section 1. The **President** shall have the following power, duties and responsibilities:
  1.1 The President is the Chief Executive Officer of the Commonwealth Information Technology Society and s/he shall represent the Commonwealth Information Technology Society in all its official transactions.
  1.2 Shall exercise over-all supervision and responsibility over the Society.
  1.3 Shall determine the guidelines for policy-making and implementation.
  1.4 Shall build up the integrity, strengthen camaraderie among its officers, and advance the interest, rights and welfare of the members.
  1.5 Shall sign all communication letters, resolutions, memorandums and documents of the Society for official transaction.

  1.6 Shall ensure the validity of any rule, regulation, resolution, memorandum, program, and special project of the Organization in accordance with existing rules and regulations of the Society, Council and the University.
  1.7 Shall maintain the issuance of legal documents.
  1.8 Shall handle the complaints and grievances of members and shall take and provide appropriate actions and solutions.
  1.9 Shall enforce the provisions of this Constitution and all other rules and regulations that may be promulgated from time to time.
  1.10 Shall have the sole jurisdiction to create positions, committees and special bureaus within the society as may be deemed appropriate and necessary.
  1.11 Shall be part of the Council of Leaders Technical Working Committee – Legality, Peace and Conflict Resolution Committee and shall follow all the tasks given by the chairperson of the committee.

Section 2. The **Vice President for Research and Development** shall have the following power, duties and responsibilities:

  2.1 Shall supervised the Research and Development Team.
  2.2 Shall provide and maintain the demographic record of all members of the Society.
  2.3 Shall be responsible in making accomplishment reports, evaluations and documentation of each activities/events of the Society.

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2.4 Shall be responsible in making the annual action research
 2.4.1 The said research must address the needs of the members that can provide by the society.
2.5 Shall supervise the annual Extension Project of the University through the Society.
 2.5.1 Shall conduct a survey to partnered barangay personnel to identify their needs that can be conducted as an Extension Project.
 2.5.2 Shall serve as the bridge between Barangay and University Administration related to the Extension.
 2.5.3 Shall conduct an evaluation to the barangay personnel regarding the extension provided to them by the University.
2.6 Shall be responsible in gathering feedback and suggestions of the members after an activity, event, workshop, training and seminar
2.7 Shall perform other duties delegated by the President
2.8 Shall seek the approval of the President in all matters concerning his/her duties and responsibilities.
2.9 Shall be part of the Council of Leaders Technical Working Committee – Research Groups and Teams Committee and shall follow all the tasks given by the chairperson of the committee.

Section 3. The **Vice President for Internal Affairs** shall have the following power, duties and responsibilities:

3.1 Shall assume the Office in case of the latter's absence, incapacity or resignation of the President.
3.2 Shall serve as the bridge of the organization to the University Administration.
3.3 Shall have the responsibility for the procurement of supplies needed by the organization.
3.4 Shall be responsible for the records of all supplies, equipment and furniture of the organization.
3.5 Shall ensure the rules, regulation, resolution memorandum, programs, special project and others that concern the organization.
3.6 Shall report all in-campus concerns relating to the implementation of programs, projects, and activities of the organization.
3.7 Shall maintain records of legal documents in the organization.
3.8 Shall ensure the functioning of all officers in the organization by proper orientation and supervision.
3.9 Shall perform other duties delegated by the President.
3.10 Shall seek the approval of the President in all matters concerning his/her duties and responsibilities.
3.11 Shall be part of the Council of Leaders Technical Working Committee – Internal Programs, Projects and Activities Committee and shall follow all the tasks given by the chairperson of the committee.

Section 4. The **Vice President for External Affairs** shall have the following power, duties and responsibilities:

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4.1 Shall serve as the bridge of the organization to the sponsors, speakers and other stakeholders outside campus.

4.2 Shall provide and keep track of the directory of sponsors for events, seminars, projects and activities.

4.3 Shall report all out-campus concerns relating to the implementation of programs, projects, and activities of the organization.

4.4 Shall perform other duties delegated by the President.

4.5 Shall seek the approval of the President in all matters concerning his/her duties and responsibilities.

4.6 Shall be part of the Council of Leaders Technical Working Committee – External Programs, Projects and Activities Committee and shall follow all the tasks given by the chairperson of the committee

Section 5. The **Secretary General** shall have the following power, duties and responsibilities:

5.1 Shall control all publications of the Commonwealth Information Technology Society.

5.2 Shall sign all communication letters, resolutions, memorandums and documents of the   Society for official transaction.

5.3 Shall record and keep the minutes of the meeting and circulars relating on the implementation of plans, programs, projects and activities of the organization.

5.4 Shall perform other duties delegated by the President.

5.5 Shall seek the approval of the President in all matters concerning his/her duties and responsibilities.

Section 6. The **Budget and Finance Officer** shall have the following power, duties and responsibilities:

6.1 With the President shall be the only co-signatory of any check or withdrawal slip drawn against the bank account of the Society.

6.2 Shall be the Bookkeeper and Fund Administrator of the Society.

6.3 Shall record and keep control of the utilization of funds of the Society.

6.4 Shall maintain the proper documentation of cash receipts and disbursements of the Society.

6.5 Shall serve as the Treasurer of the Organization.

6.6 Shall provide and submit periodic, per project and activity financial report to the Council, the Student Affairs and to the Adviser for record-keeping and perusal.

6.7 Shall perform other duties delegated by the President.

6.8 Shall seek the approval of the President in all matters concerning his/her duties and responsibilities.

6.9 Shall be part of the Council of Leaders Technical Working Committee – Business, Budget and Finance Committee Budget Division and shall follow all the tasks given by the chairperson of the committee.

Section 7. The **Auditor** shall have the following power, duties and responsibilities:

7.1 Shall check and countercheck the accounts and expenditures of the Society.

7.2 Shall verify and audit the financial reports of the Budget and Finance Officer.

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7.3 In partnership with Internal Affairs regarding the inventory of materials, equipment and furniture of the organization. The auditor shall make an inventory of the Society's assets.

7.4 Shall report financial discrepancies concerning the Society to the President.

7.5 Shall perform other duties delegated by the President.

7.6 Shall seek the approval of the President in all matters concerning his/her duties and responsibilities.

7.7 Shall be part of the Council of Leaders Technical Working Committee – Business, Budget and Finance Committee Audit Division and shall follow all the tasks given by the chairperson of the committee.

Section 8. The **Business Manager** shall have the following power, duties and responsibilities:

8.1 Shall be responsible for all fund-raising and income-generating projects and activities of the Society.

8.2 Shall check the validation of receipts issued by the Society.

8.3 Shall be responsible in coordinating and organizing special projects.

8.4 Shall perform other duties delegated by the President.

8.5 Shall seek the approval of the President in all matters concerning his/her duties and responsibilities.

8.6 Shall be part of the Council of Leaders Technical Working Committee – Business, Budget and Finance Committee Business Division and shall follow all the tasks given by the chairperson of the committee

Section 9. The **Public Affairs Officer** shall have the following power, duties and responsibilities:

9.1 Shall coordinate and disseminate information, announcements and advisories between and among the Officers and the Members.

9.2 Shall keep the minutes of the meeting and circulars relating on the implementation of plans, programs, projects and activities of the organization for transparency.

9.3 Shall perform other duties delegated by the President.

9.4 Shall seek the approval of the President in all matters concerning his/her duties and responsibilities.

9.5 Shall be part of the Council of Leaders Technical Working Committee – Public Information and Communication Committee and shall follow all the tasks given by the chairperson of the committee

Section 10. The **Research and Development Officers** shall have the following power, duties and responsibilities:

10.1 The Research and Development Team shall be composed of the Vice President for Research and Development and four Officers.

10.2 Shall assist the Vice President for Research and Development in all matters concerning the team.

10.3 Shall perform other duties delegated by the President

10.4 Shall seek the approval of the President in all matters concerning his/her duties and responsibilities.

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10.5   Shall be part of the Council of Leaders Technical Working Committee – Research Groups and Teams Committee and shall follow all the tasks given by the chairperson of the committee.

Section 11. The **Class Representative** shall have the following power, duties and responsibilities:

11.1   All Class Presidents are automatically the Class Representative.

11.2   The Class President is the Chief Executive Officer of their respective class and s/he shall represent their class in the Society.

11.3   Shall exercise over-all supervision and responsibility over their class.

11.4   Shall coordinate and disseminate information to their section with proper supervision of the organization.

11.5   Shall report all class concerns relating to the implementation of programs, projects, and activities of the Society and the University

11.6   Shall ensure the functioning of all class officers by proper orientation and supervision.

11.7   The Vice President of the Class shall assume the position in case of the latter's absence, incapacity or resignation of the Class President.

11.8   Shall perform other duties delegated by the President.

11.9   Shall seek the approval of the President in all matters concerning his/her duties and responsibilities.

11.10 As a Class President, a Class Representative shall be part of the Council of Leaders Technical Working Committee – Legality, Peace and Conflict Resolution Committee and shall follow all the tasks given by the chairperson of the committee.

ARTICLE VIII
ELECTION OF THE OFFICERS

Section 1. The Commission on Election of CommITS has the sole jurisdiction in facilitating the CommITS officers' election. At the last General Assembly, the outgoing officers will introduce the new set of officers. The outgoing officers will turnover their respective position to the new set of officers and will have the oath of office.

Section 2. The member of the organization shall elect from among the candidates the President, Vice President for Research and Development, Vice President for Internal Affairs, Vice President for External Affairs, General Secretary, Budget and Finance Officer, Auditor, Business Manager, Public Affairs Officer and; Research and Development Officers.

Section 3. The Candidates must have the following qualification for validation:

3.1 He/she must be a bonafide member of CommITS and currently enrolled in the current semester.

3.2 Only 3rd or 4th year student can be a candidate for presidency.

Section 4. All Outgoing Officers shall act as the Commissioners for the Election.

4.1 The Commission on Election shall provide the following services:

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4.1.1 To supervise and conduct the election, perform its duties in accordance with established election practices, carry and certify in writing the returns to the presiding officer.

4.1.2 To recommend to the students' effective measures to minimize all forms of election frauds and malpractice.

4.1.3 To register and accredit political parties in accordance with the laws.

4.1.4 To pass judgment on election protests concerning election returns and qualifications of candidates for elected position.

4.1.5 To report the results of elections to the members and the entire organization.

4.2 If an outgoing officer will run in any position for that election, he/she shall be excluded from facilitating the election.

Section 5. The Commission on Election has the sole jurisdiction in setting the timeframe of election.

Section 6. The outgoing President will act as the Commission on Elections Chairperson of the Society. He/she shall have the sole jurisdiction to create positions, committees and special bureaus within the commission as may be deemed appropriate and necessary.

Section 7. All decisions of the Commission on Election sitting en banc shall be final.

Section 8. There shall be a definite system to be observed in the election of the Commonwealth Information Technology Society officers.

Section 9. Election

9.1. Any kind of voting process can be use depending on the current situation of the organization.

9.2. The Commission on Election shall provide a guideline of the election.

9.3. Professors, students, staff or university officials are not allowed to stay inside the premises of the voting area.

Section 10. Cancelation of election shall be considered if the following occur:

10.1. If there is any conflict, damage or loss of election materials, natural calamities, or any suspicion that may be a barrier to have a truthful election, the commission may cancel the election.

10.1.1. The chairperson may file an official statement declaring the reason of cancelation

10.1.2. The commission shall reschedule the election period not more than 30 days from the canceled election.

10.1.3. It must be approved by the two-third (2/3) members of commission thru resolution.

Section 11. Failure of election shall be considered if the following occur:

11.1. If there is no candidate for presidency elected from the election

11.2. Fifty percent (50%) of the total population of members did not participated on the said election

11.3. Twenty-Five percent (25%) of the total population of members file a formal complaint with regards to the result of election.

11.4. The election may address as failed if stated thru resolution, agreed upon by the commission and had set a new timeframe for another election.

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Section 12. The newly elected officers shall be given an Oath of Office for the validity and proof of position assumed.

ARTICLE IX
TURNOVER

Section 1. The turnover is a ceremony, where the outgoing officers shall acknowledge the newly elected officers and other appointees of the president. This period is the official end of the outgoing term and the beginning of the incoming one.

Section 2. The outgoing officers shall provide the files and documents created at their term. They shall present it to the new set of officers and discuss its details.

Section 3. The outgoing officers shall conduct a training for the new set of officers to prepare themselves in handling the next term.

Section 4. The turnover shall start after introducing and the oath taking of the officers.

ARTICLE X
ORGANIZATION'S FUND

Section 1. The Commonwealth Information Technology Society shall maintain a society fund to consist of General Fund, collected funds paid by the members for organizational fee and Special Fund, funds earned from Income Generated Projects and collected funds donated by Sponsors.

Section 2. The General Fund shall be drawn from the members' organizational fee to be collected by the Society during the regular registration period of each semester.

Section 3. The Special Fund shall be those which are collected for specific purposes and which be disturbed for such purpose only.

Section 4. The General Fund shall be deposited in a bank and shall be used for purposes specifically authorized in the budget and duly approved by the Head of Student Affairs.

Section 5. The Commonwealth Information Technology Society President together with the Finance Officer shall submit a proposed semestral budget which shall be signed into law by the adviser.

Section 6. The audited semestral financial reports of the Commonwealth Information Technology Society shall be submitted to the adviser and to the University Internal Audit through the Student Affairs Head for the review.

ARTICLE XI
ACCOUNTABILITY OF THE OFFICERS

Section 1. Commonwealth Information Technology Society officer has the Society's trust. All officers must always be accountable to the Society whom they should serve with utmost responsibility, integrity, loyalty, efficiency and nationalism.

Section 2. All officers shall hold office if he/she is enrolled for the current semester.

Section 3. All elective officials may be removed by impeachment on the grounds of culpable violation of this constitution:

3.1 Negligence of responsibilities & duties.
3.2 Betrayal in the Society's trust.
3.3 Bribery, treachery, sedition, graft and corruption and other high crimes.
3.4 Other acts which violates the aims or objectives of the Commonwealth Information Technology Society.

Other appointed officials may be recalled from the office with just and reasonable cause upon orders of the appointing authority.

Section 4. Any officer removed from office subjected to impeachment may be for cause by three-fourth (¾) votes of the officers upon conviction of grounds stated at Section 3 Article 12 of this constitution.

Section 5. The process of filing an impeachment shall be as follows:

5.1 A letter of intent with attach of any articles violated by the candidate must be submitted to the President

5.2 If the President is the candidate for impeachment, the letter must be submitted to the Council of Leaders.

Section 6. The Council of Leaders shall have the sole authority to initiate the proceedings on all cases of impeachment. Any student upon the representation of the Commonwealth Information Technology Society may also file a complaint of impeachment.

Section 7. When vacancy occurs by reason of resignation, withdrawal, or expulsion, the vacancy shall be filled thru appointment subject to the approval of three-fourth ¾ of Commonwealth Information Technology Society Officers.

ARTICLE XII
STUDENT DISCIPLINARY MEASURES

Section 1. Any student offenses shall be subjected to disciplinary measures by the Commonwealth Information Technology Society through the member of the organization.

1.1 Shall be endorsed to the Student Affairs and Services Head for prior action.
1.2 The Student Affairs Head is responsible for rewards and sanctions.

ARTICLE XIII
BUSINESS MEETINGS

Section 1. General meeting shall be done twice a month.

Section 2. Special meetings may be called by the officers concerned or the adviser of the Society.

Section 3. The Public Affairs Officer shall notify concerned people at least two (2) days before the meeting.

Section 4. Quorum for Commonwealth Information Technology Society Meeting - 50% plus 1 member shall constitute a quorum. A simple majority vote of the executive board members shall be a valid act.

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Section 5. The Officers shall hold bimonthly meeting, which will be presided by the President. However, for matters immediate concern, the President through the Vice President for Internal may call a special meeting.

Section 6. In case of absence of the President at the bimonthly meeting,

    6.1 The Vice-President and Internal, shall preside the scheduled meeting.

    6.2 In case of absence of the President and the Vice-Presidents, they shall select among themselves a substitute presider.

ARTICLE XIV

ADVISER

Section 1. The Society must have an Adviser.

Section 2. The Adviser must have the following qualifications:
    2.1 He/she must be a full-time faculty member;
    2.2 And an Information Technology Professor of Polytechnic University of the Philippines, Quezon City Branch.

Section 3. The Adviser shall have the following duties and responsibilities:
    3.1 Shall sign all communication letters, resolutions, memorandums and documents of the Society for official transaction.
    3.2 Shall guide the officers in all transactions concerning the Society.

Section 4. The Adviser shall have the following limitations:
    4.1 The Adviser is not allowed in any way allowed to be the co-signatory of the Society's bank account or hold any amount of the Society's fund.
    4.2 The Adviser is not allowed to have more than one advisories.

ARTICLE XV

AMENDMENTS

Section 1. This Constitution may be amended or revised only through an initiative by an affirmative vote of three-fourth (¾ or 75%) of the General Assembly present during a meeting, regular or special, called for that purpose or by majority vote of the entire Executive Board.

Appendix 4
Financial Report

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Appendix 5
Communication Letters

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Republic of the Philippines
POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
QUEZON CITY BRANCH
COMMONWEALTH INFORMATION TECHNOLOGY SOCIETY

COMMITS OFFICERS
A.Y. 2020-2021

MARK KENNEDY S. ASILAN JR
COMMITS PRESIDENT

ARIEL ORDANZA JR.
VICE PRESIDENT FFOR INTERNAL

ELRIC C.J. S. ROBILLOS
VICE PRESIDENT FOR EXTERNAL

JOHN PETER NARZOLES
VICE PRESIDENT FOR RDT

ZSYRHILL ANNE C. SORIA
SECRETARY

RIEZEL MAE R. SANCHEZ
AUDITOR

ARLOU R. LUGANOB
BUSINESS MANAGER

ANGEL ANN C. RETAMAR
P.I.O

KIER A. ESTEBAN
RESEARCH AND DEVELOPMET TEAM

JHAY MARK T. PINEDA
RESEARCH AND DEVELOPMENT TEAM

FILWAYNE KEAN M. DE LARA
RESEARCH AND DEVELOPMENT TEAM

PROF. ALMA FERNANDEZ
COMMITS ADVISER

"REST IF YOU MUST, BUT DO NOT QUIT!"

November 13, 2020

PROF. EDGARDO S. DELMO
Branch Director
PUP Quezon City Branch

THRU: **PROF. DORIS B. GATAN**
Head, Office of the Academic Affairs

PROF. ROSELLER M. MALABANAN
Administrative Officer and Property Custodian

PROF. DEMELYN E. MONZON
Head, Office of the Student Affairs and Services

DANILO R. MERCADO JR.
President, Supreme Student Council

Dear Prof. Delmo,

A day filled with grace and blessings!

The **Commonwealth Information and Technology Society (COMMITS)** of Polytechnic University of the Philippines Quezon City Branch upholding the standard of information technology education by promoting academic excellence, leadership, unity, and equity.

Due to unforeseen circumstances such as the recent devastation of the typhoon Ulysses, the organization decided it would be best to move the said event after a week and prioritize the assistance for those affected by the disaster. The COMMITS would like to request to move the date of the General Assembly with a theme **"Engaging Possibilities in Information Technology: Maximizing Career Potential."** on **November 16, 2020 (Monday), 01:00pm to 04:00pm** to **November 23, 2020 (Monday), 01:00pm to 04:00pm** via the same platform – **Zoom-Cloud Meeting Room.**

The objectives of this event are still the same;

To orient the BSIT freshman students in terms of academic and organizational activities adopting the new normal.
To foster camaraderie among Information Technology students.
To enhance social skills of the COMMITS members.

We are hoping for your utmost support. Thank you in advance and May God bless you!

For the students we remain,

MARK KENNEDY S. ASILAN JR.
President, PUPQC COMMITS

Noted by:

PROF. ALMA FERNANDEZ
Adviser, PUPQC COMMITS

Rothlener Bldg. PUP Quezon City Branch, Don Fabian St. Commonwealth, Quezon City Phone:552-78-17/428-91-44/952-78-18
Website: www.pup.edu.ph   email: commonwealth@pup.edu.ph
"THE COUNTRY'S 1ˢᵗPOLYTECHNICU"

PUP Quezon City Branch, Don Fabian St., Commonwealth Quezon City Phone: (Direct Lines) 9527817; 4289144; 9577817 Email: commonwealth@pup.edu.ph / Website: www.pup.edu.ph

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Appendix 6

Minutes of the Meeting

Engaging Possibilities in Information Technology: Maximizing Career Potential
COMMITS Virtual General Assembly – Minutes of the Meeting
Date: November 23, 2020; Monday (1:00 pm – 4:00 pm)
Attendees:
- Professor Alma C. Fernandez
- CommITS Officers
- Mr. Jann Alvin Almonte, Speaker, RealPage
- Ms. Rachelle G. Perez, Speaker, DevCon & Addie
- PUPQC BSIT Students

Opening Ceremony
Audio-Video Presentation of *Doxology* and the *Philippine National Anthem.*

Opening Remarks
Speaker: Prof. Alma C. Fernandez, delivered by Master of Ceremony Ariel Ordanza Jr.

Opening Remarks from Prof. Alma C. Fernandez
Speaker: *Good Morning BSIT Students!*

I am glad that we have the opportunity to have this kind of activity - the Commits - BSIT General Assembly in the midst of pandemic and after the super typhoon – I hope all of you are all well.

Thanks to the PUP Official and CommiTS Officers to make this event possible and thank you for inviting me to give an opening remark.

General Assembly is an activity foryou dear students to know the What's new in our community the COMMITS or Commonwealth information Technology Society, aside from this they also prepared some activities for you so that you develop camaraderie among you while having fun. So, as much as possible please do participate

We are all new in this we called "new normal" as IT students but as IT students, you should be easily able to adapt this kind of settings because we all know that change is not new for us (IT Persons), we create, innovate, reengineer technology for the betterment of mankind or something we use as a solution to a problem And since we are still in a midst of a Covid pandemic, we must use this as an opportunity to find something or a solution (it can be a research based knowledge or a creative thinking out of your curiosity). I think the difference from old normal is that we do our activities now with carefulness in our health, so we prioritize our health.

To be healthy is not just having a sound body but it's also having a sound mind. It's the role of the COMMITS now to make your student life in PUPQC balance (he he he).

BSIT First year Students welcome to PUP BSIT Community, second year you are now Ates and Kuyas of our freshies you can give advices to them as well as the third year and 4th year students. 3 year, as I always say this is your critical year as a BSIT Students just take extra hard in your studies, your teachers will see it and will see your passion in your hard work, also 4th Year - this is your last year as student (hopefully) make it memorable and productive

Once again Good morning. Keep safe always and enjoy your day.

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Commonwealth Information Technology Society Mission, Vision, and Action Plans
Speaker: CommITS Vice President of Internal Affairs, Ariel Ordanza Jr.

<u>CommITS Mission, Vision, and Action Plans</u>
Speaker: *Here's the mission and vision of commits. Eto guys why is it important na malaman ninyo lalo na ng mga freshmen, mga freshies kung ano ba ang mission vision ng commits. Well it is important na malaman nyong mga freshies kung ano yung misyon at bisyon ng commits kasi nagpopokus tayo dito as BSIT student ito yung magga-guide sa atin kung ano ba dapat yung maging desisyon natin after 4 to 5 years after natin grumaduate, Saan ba ko dapat mapunta Ano ba dapat maging function ko asan ID product ng pupqc.*

So here's the Mission of CommITS. "Recognizing the importance of a scientific culture among Bachelor of Science in Information Technology and Diploma in Information Communication Technology Students, the Society shall encourage and promote the advancement of Information Technology."

And next is the Vision of CommITS. "Quality Information Technology education towards competency among Polytechnic University of the Philippines, Quezon City Branch Students."

As I've said earlier mahalaga na isabuhay natin itong mission and vision ng commits. Not just the mission and vision of commits, but also The Mission and Vision of PUPQC itself. Kasi this encourages us to become better students, to become better products as Isko and Iska ng bansa natin.

Para saan ba nag-aaral tayo? Syempre for the betterment ang mga knowledge na meron tayo lalo na sa atin as BSIT students, it is important to us na maging adaptive, maging competent when it comes to technology when it comes to knowledge kasi diba kagaya nga ng sinabi ng mga eksperto in the near future it is more of like a computerized na and Ano bang kailangan ng mga trabahador or Ano ba ang ekonomiya na pinaka kailangan kapag naging highly computerized na or naging highly competent na when it comes to computerization na nung economy natin tayo Yun mga BSIT students so dapat isabuhay natin ito para maibigay natin paglabas ng PUP.

So next naman natin ay yung action plan ng CommITS. Eto guys, I highly highly highly encourage you to please participate in all the commits activities and ngayon medyo nahihirapan tayo kasi lunar month, and it is also new to us old students na magsagawa ng ganitong mga general assembly na online kasi usually we do this sa covered court, nakikipag-halubilo sa freshies, we interview them, we talk to them sa crowd kaya mas nagiging kapalagayan namin ng loob yung mga students kaya tayo tayo rin sa mga bsit students mas snakakapalagayan tayo ng loob sa ganitong mga activities. Hopefully next sem makabalik na tayo sa school para maenjoy niyo din yung mga activities na kayang ioffer ni CommITS and hindi lang ni CommITS but also yung kayang ioffer ng school at ng studentry.

So now, here's the CommITS Action Plan for the first semester of the school year 2020 - 2021. So here guys you can see the plans of CommITS, is posting Infographics, General Assembly which is yung ginagawa natin ngayon. Hopefully by next month by the month of December ay makagawa tayo ng "Salin Kaalaman". Okay eto guys lalo sa first years. Usually yung "Salin Kaalaman" ay ginagawa natin para makapag give back sa community. Tayo bilang mga iskolar ng bayan, ang nagpapaaral satin is yung

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sambayanan, diba yung mag taxpayes ng bansa natin. So pano tayo makakapag give back aside from graduating and being a helpful professional sa econom? Ito isa sa mga paraan natin bilang estudaynte palang para makatulong at para makapag give back, itong "Salin Kaalaman". Usually sa mga salin kaalaman, baka may interested sumali. Kahit hindi kayo officer ng CommITS pwede kayo magparticipate, pwede kayo mag-volunteer sa "Salin Kaalaman", usually this salin kaalaman tries to reach out to certain communities halimbawa nalang yung mga bata na may potential sa computers, also tinatry din namin I-reach yung mga matatanda para matuto sila kahit sa basic microsoft office application. So yun tinatry nating abutin yung mga taong kailangan ng dagdag kaalaman lalo na yung mga kailangan talagang matuto, so hopefully makasama namin kayo next time sa ganitong mga events ng CommITS. Meron din tayong E-sports competition and I.T. Training.

Topic: 3 Key Steps to An I.T. Career
Speaker: Jann Alvin Almonte, *Technical Recruiter, RealPage*

Question 1: *Where should I focus more? Hard skills or soft skills? Or need daw po ba i-balance?*
Speaker: *When you say hard skills yun yung mga skills niyo in IT right? Tama ba? Actually, you have to strike a balance dun sa dalawang skills na yun so technical skills you have to learn sa school based sa projects na ginagawa, and then sa soft skills medyo broad naman siya eh. Pwede mong sabihin na soft skill yung pagiging ano ng tao, yung pagiging punctual, being collaborative with others, communication skills kasama siya sa soft skills na pwede nating iconsider. Kung alin don yung ifofocus I think you just have to strike a balance. Then yung sa technical side, know your strength, know kung saan ka magaling and then focus on that. So yun, I hope I was able to answer that question.*

Question 2: *Regarding sa CV. Gaano po kalaki yung impact ng portfolio sa GitHub if ever na developer ung preferred position?*
Speaker: *I'm not really that technical on the recruiting standpoint yung GitHub profile itp ba yung parang link na ginagamit ng mga applicants sa resume? Tama ba? (Parang open source projects daw po) Actually, you could highlight that when creating your resume or your profile especially if the position you're applying for is developer. Sa experience ko, meron kasi kaming hiring ng front-end developer. Everytime na may nakikita akong ganun na link or profile na nilalagay nila sa resume, malaki yung chances na napapasa nila yung technical exam namin. Yung technical exam by the way is also being done sa GitHub. Since they already have the background, very helpful siya.*

Question 3: *Paano if IT course pero wala sa IT yung talent [kaso tinuloy na yung course]? Any advice?*
Speaker: *Good question. So nasa IT siya ngayon pero wala sa IT yung puso niya, parang ayaw niya mag IT personally. Okay, depende. Let's say depende kasi sa skills na gusto niyang i hone. If gusto niya sa design, meron naman ding other areas in IT na pwede niya i focus. If yung tao maboka they could also do project management, or data analyst. Pero kung totally different as in wala talaga siya in IT, good thing kasi in Information Technology, ako gusto ko magshift sa IT, what I can advise is try niya i-maximize kung ano yung learning niya in IT tas try niya iintegrate yung learning into a field na gusto niya talagang i-pursue. Kung more on sa sales siya sa marketing, pwede niya ma-apply nung IT.*

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And also, I want to share with you guys, I think aware naman kayo sa information technology, it's a lucrative job. I think aware naman kayo na maganda yung pay when you are in information technology side. You just have to choose saan niyo gusto mag grow.

Question 4: Is it great na magstart agad magwork after graduation? If ever there is an opportunity to work in a multinational based company should I grab it?
Speaker: Yes. Oo naman, kapag may opportunity na ganun, grab it. Hindi lang kasi sinuswerte lahat. Hindi lahat nakakakuha ng chance sa isang multinational company. Pweeng soon, after 3 years, 5 years dun muna sila sa localbased. Pero kapag nandiyan na yung opportunity, grab it na. Kasi soon, baka hindi niyo na makukuha yung opportunity na yun if ever. Try to target yung mga naghahire ng volume ng fresh grads.

Question 5: Regarding ulit sa resume. Anong impact ng design ng resume if about sa graphic design yung inaapplyan na position? Mas preferred po ba na plain? Or kagaya ng mga modern designs?
Speaker: Depende naman siya sa perspective ng recruiter. Sa akin kasi, I'm not into the design - I'm into the content. They just have to make sure na pag maglalagay sila ng design, hindi masyadong makulay. Kumbaga may certain pattern lang ng color kunwari combination of grey and black. Hindi masakit sa mata tingnan. Ako personally, hindi ko jinajuidge yung isang application based dun sa resume nila. Siguro factor lang siya kapag madaling intindihin, or madali tingnan kung andun na lahat naka summarize na, yung straight to the point na wala nang ibang pasubali. Yun lang, make it short, make it clean, make it concise and straightforward.

Question 6: Magkano daw po ang average starting salary of students na graduate ng BSIT?
Speaker: Pagdating sa suweldo, may iba't ibang factors kasi yan, so merong based sa company kung local based man yan or multinational, yung budget mismo ng company, yung skill.   I think ayun yung tatlo na parang tinitingnan na consideration. Pagdating sa suweldo pero on an average safe na yung nasa around 15,000 - 25,000 for an IT. Starting. Depende din yun doon sa skill, kapag nasa mga software development, nasa mga ganung range. Some companies would even offer higher than 25 [thousand] pero depende, bihira. But I highly suggest kapag going to an interview, [you] have to try to mention yung ganung specific na range para at least hindi naman masyado mabigla yung interviewer.

Question 7: San mas successful – local or multinational na company?
Speaker: Sa multinational companies kasi sila yung madalas na nagooffer ng trainings, or ng mga bootcamp. Sa local base naman the good thing about them is, since wala silang finafollow na structure compared sa mga multinational companies, so well rounded yung mga professionals don. So naiikot-ikot sila kung saan saan. Training wise, parehas wala kang masasabi kung alin sa dalawa yung mas maganda, pero in terms of pay, multinational kasi yung nagooffer nang mas mataas. But then again, you have to be prepared dun sa mga skills na requirement ng multinational. Aside from technical skills, yung communication skills, how you are able to communicate and express yourself.

Question 8: Advice for freshmen who are new to the course?
Speaker: Just continue with your studies… again, wag kayo maging excited sa job, tapusin niyo siya - comply with all your requirements. Katulad nga nung sabi sa first few slides ko, lahat ng mga disciplines na matututunan niyo sa school, maaapply nyo siya

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after ng graduation niyo. Just continue with your studies and comply with all the requirements.

<u>Question 9:   Any last thing to add?</u>
Speaker: *So, I want to end this session with a quote by Zig Ziglar: "You don't have to be great to start, but you have to start to be great". Working and also being a student, there's always a first time for everything and yung mga first experiences na to, pag naipon siya nang naipon magiging expertise siya in the long run. So hindi mo kailangan... Or being a student hindi mo kailangang maging magaling agad dahil may pinagdadaaanan yan from kapag natapos niyo na yung studies niyo, nakakuha kayo ng first job... Unti unti yan. And until now in my experience working for 7 years, may mga bagay padin and may mga experiences padin ako na first time kong naeencounter. Ganun din. Even you, as you go along in your study, may mga first time experiences kayong maeencounter and you always have to... To think na... Kasama yan sa progress niyo bilang individual and bilang IT. So wala namang nagiging expert overnight but you have to start to be an expert and to be great in the future.*

Topic: Career Oppurtunities for I.T. Pep's
Speaker: Rachelle G. Perez, *Founder, InMakersLab*

<u>Question 1: Paano po mag-grow kapag procrastinator ka?</u>
Speaker: *Yun lang. So sa question number one pano nga ba? So siguro advice ko lang siguro is magtiwala kayo sa sarili niyo and then yung mga pag attend-attend ng... yon like sa DevCon, sa mga codecamps, hackathons, wag kayong matakot na makipagkilala sa iba't ibang tao kasi dito, dito nabi-build up yung personality niyo na magtanong. I mean yung magkaron ng ibait ibang knowledge. Kasi dito rin nabuild yung sarili ko na magkaroon ng self confidence. Wag ka matakot kase sa mga hackathons and code camps, nandito yung ibait ibang professional talaga na nag-aaral pa din sila... yung gusto pa din nila matuto like the other one na code camp namin, na-experience ko dun is ano sya ha hindi naman sa senior na pero may edad na sya. Willing na willing pa din sya matuto and then yun nga yung sinasabi nila na kaibahan sa edad nila kasi tayo diba new technology na masyadong mabilis... masyadong mabilis ung pagbabago sa technology and then sa kanila kasi iba yung mga napag-aralan nila sa napapag aralan natin.*

<u>Question 2: May ginagamit po ba kayong productivity apps? Tsaka productivity tips po.</u>

Speaker: *Sa productivity apps hindi kasi ako katulad nung iba na diba yung iba hindi ako sure kung sa inyo ha... yung merong sticky notes sa selpon tas may calendar na 'ito yung gagawin ko, ito yung sunod na gagawin ko'. Hindi ako ganon, wala akong mga ganong ganong bagay. Ang sakin lang naka-mindset ako na kailangan kung saan ako mag fofocu,s ito dapat muna yung tatapusin ko and then follow ano yung mas priority. Pinipili ko yung mas priority kesa yung sumunod na priority pa so wala ako masyadong tips para sa apps na ginagamit kasi hindi ako mahilig sa mga ganong like sa mga ano lang set lang ng mindset kung ano lang mas importante and then yon nagbabasa din ako ng books yun.*

Closing Remarks
Speaker: CommITS President, Mark Kennedy Asilan Jr.

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Closing Remarks

Speaker: *So ayun po, first gusto ko lang po magpasalamat sa lahat ng nagparticipate ngayong araw. Thankyou po kasi ano, dumalo kayo sa event, kase grabe po yung effort na ginawa ng CommITS team and also the SRG team para maging possible po itong event natin ngayon. Thankyou din po para don sa mga speakers who shared their advice and also knowledge para po sa aming IT students. (Kinakabahan ako) Maraming salamat po sa inyo dahil binigyan niyo po ng knowledge yung mga IT students tapos tinulungan niyo po kami na mabuild yung strength namin, most specially po sa mga partnership po namin sa Devcon, sa Addie and sa Realpage po. Thankyou po sa CommITS team and sa SRG team na nag-effort talaga, salamat guys kasi naging possible tong event dahil sa inyo. Sana stay healthy tayo guys, lahat. Sana power tayo always and maraming salamat talaga sa pagdalo sa event na ito. Sana support niyo din yung mga susunod naming event kasi para sa inyo itong event na ginagawa namin, para sa CommITS, para sa school. So yun lang, thankyou. Godbless guys.*

Closing

Audio-Video Presentation of *PUP Hymn.*

Meeting adjourned.

Prepared by:
Commonwealth Information Technology Society

Copy furnished by:
Zsyrhill Anne C. Soria,
CommITS, Secretary General

PUP Quezon City Branch, Don Fabian St., Commonwealth Quezon City Phone: (Direct Lines) 9527817; 4289144; 9577817 Email: commonwealth@pup.edu.ph / Website: www.pup.edu.ph

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Appendix 7
Evaluation

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Online Evaluation Form

Engaging Possibilities in IT: Maximizing Career Potential Post-event Survey

* Required

Email address *

Your email

Year & Section *

Choose ▼

Presentation Rating *

	1	2	3	4	5	
Very Unsatisfied	○	○	○	○	○	Very Satisfied

Speakers Rating *

	1	2	3	4	5	
Very Unsatisfied	○	○	○	○	○	Very Satisfied

Event Delivery

What is your overall rating for the event? *

	1	2	3	4	5	
Poor	○	○	○	○	○	Excellent

Event preparation *

	1	2	3	4	5	
Poor	○	○	○	○	○	Excellent

Event management *

	1	2	3	4	5	
Poor	○	○	○	○	○	Excellent

Scheduling and timing *

	1	2	3	4	5	
Poor	○	○	○	○	○	Excellent

Choice of facility/ venue *

	1	2	3	4	5	
Poor	○	○	○	○	○	Excellent

Registration *

	1	2	3	4	5	
Poor	○	○	○	○	○	Excellent

Technicality of the event *

	1	2	3	4	5	
Poor	○	○	○	○	○	Excellent

The relevance/importance of the Topics *

	1	2	3	4	5	
Poor	○	○	○	○	○	Excellent

For comments and suggestions:

Your answer

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Respondent no.	Presentation Rating	Speaker Rating	Overall Rating	Event preparation	Event management	Scheduling	Venue	Registration	Technicality	Relevance
#	1	5	5	5	5	5	5	5	5	5	5
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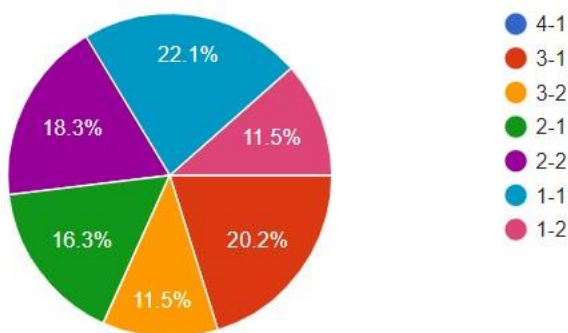# Engaging Possibilities in IT: Maximizing Career Potential Post-event Survey

104 responses

Year & Section

104 responses

- 4-1
- 3-1
- 3-2
- 2-1
- 2-2
- 1-1
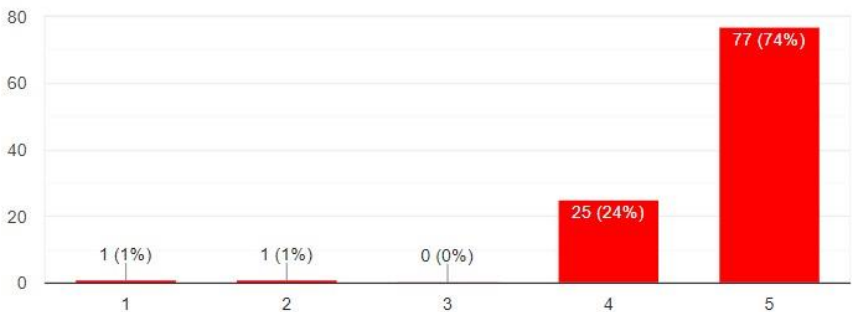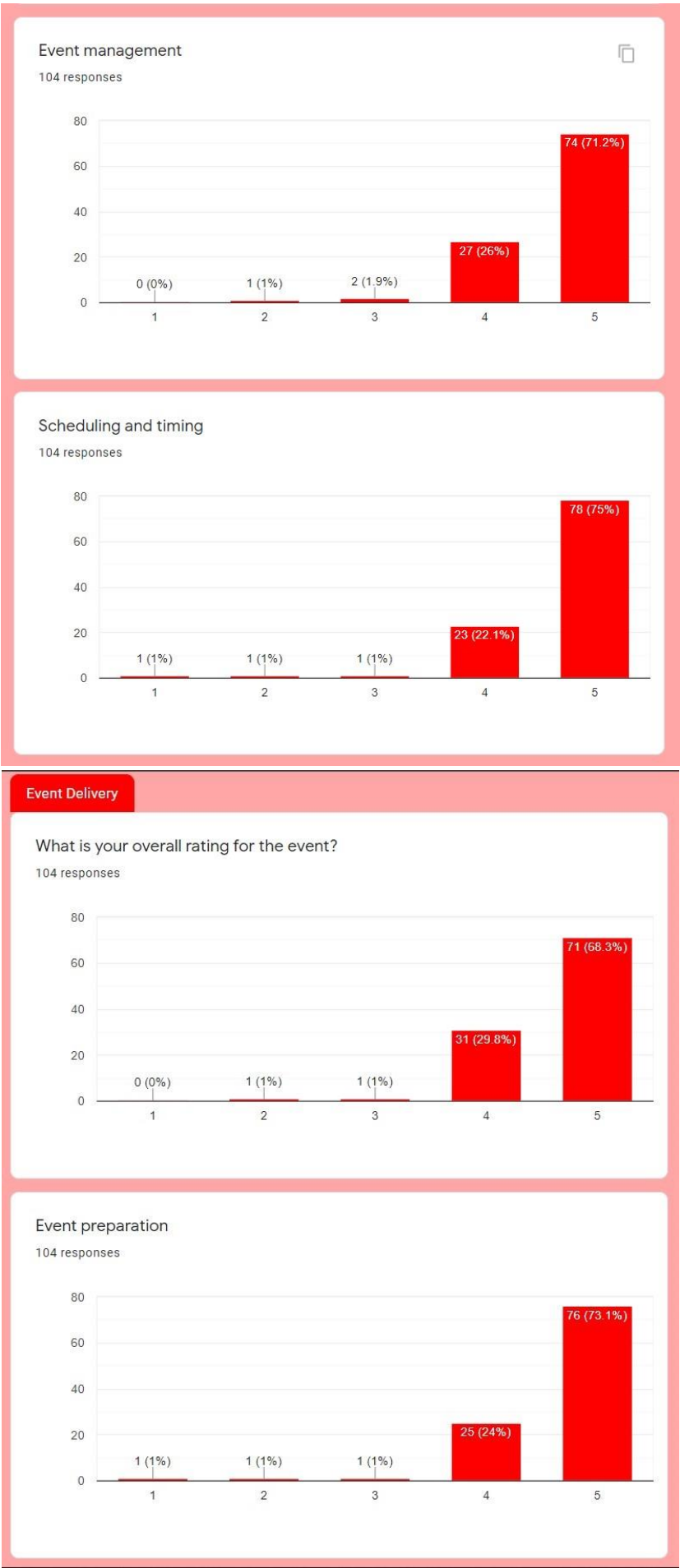- 1-2

Presentation Rating

104 responses
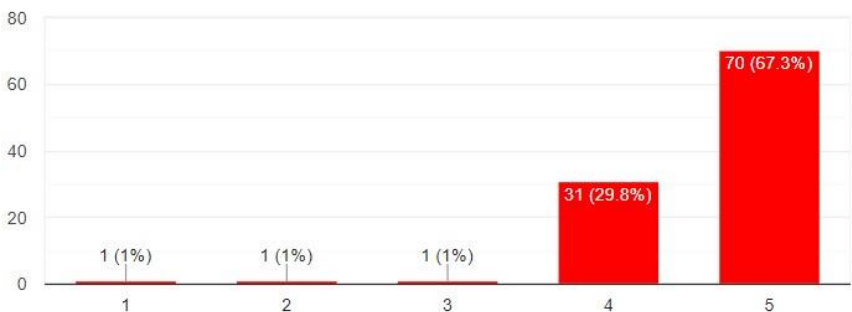
Speakers Rating

104 responses

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Event management

104 responses

Scheduling and timing

104 responses

Event Delivery

What is your overall rating for the event?

104 responses

Event preparation

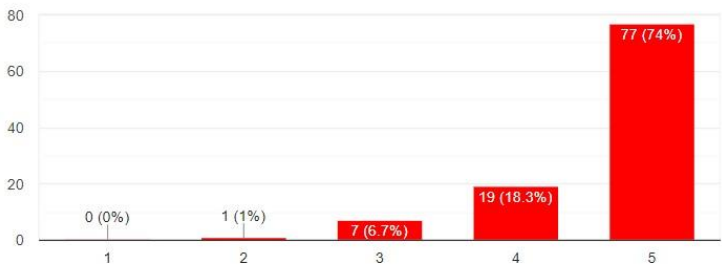104 responses

The Country's 1st PolytechnicU
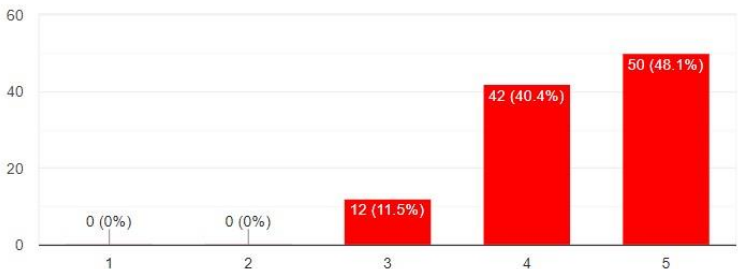
Choice of facility/ venue
104 responses
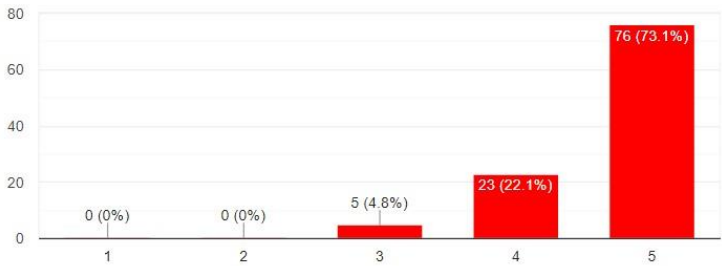
Registration
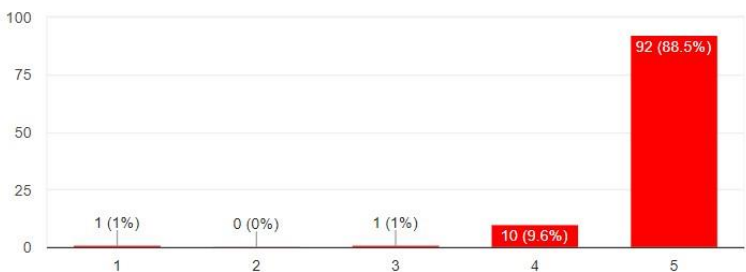104 responses

Technicality of the event
104 responses

The relevance/importance of the Topics
104 responses

For comments and suggestions:

23 responses

N/A

the event was very helpful ,fun and inspirational to listen

keep up the good work <3 <3 <3

None so far. The event was executed with a smooth and interesting pace with such inspiring speakers. The event is great, thank you for this opportunity :)

Good job!

Super inspiring and motivational for young students like us~~ more events to comeee

Galeeeeeeng!

Thank you for your effort!

For comments and suggestions:

23 responses

Thank you for making this possible to give us knowledge

I don't have any suggestion. You all did a great job. Keep it up 🙂

Overall its good i am an introvert i dont talk much so attending this orientation gives me proper knowledge without totally interacting too socially

More webinar to have learnings more and more

thank you sa pa webinar Godbless po :D

The event helped us to understand more the IT and how we are going to chase our dreams. It's great how are we become motivated by the speakers, their stories are very inspiring and amazing.

Excellent presentation the voice is clear

nothing in particular

Thank you for this seminar. It inspires me to do my best to finish my course.

I enjoy it, learn a lot from it, thanks for this event.

Siguro po kung magkakaroon ulit sana po magkaroon ng registration po ng mas maaga nag panic po mga classmate ko kanina hahha pero given po na namove izz fine. Overall masaya and maraming natutunan

None

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