

## Overview of the Practicum Engagement

### Company Background



*Figure 1. STMicroelectronics Logo*

STMicroelectronics Calamba, located in Calamba City, Laguna, is a key manufacturing and R&D facility of STMicroelectronics N.V., a global leader in semiconductor technology. The site focuses on assembly, testing, and research and development of advanced microelectronic devices used in automotive, industrial, consumer, and communication applications.

STMicroelectronics, headquartered in Geneva, Switzerland, was formed in 1987 through the merger of SGS Microelettronica (Italy) and Thomson Semiconducteurs (France). The Calamba facility supports ST's international operations and highlights the company's dedication to innovation, quality, and sustainability.

Equipped with modern technology and staffed by skilled professionals, the Calamba site also contributes to local economic growth and collaborates with educational and industrial sectors in the Philippines. It plays a vital role in ST's mission to deliver intelligent and energy-efficient solutions worldwide.

### **Nature of Assignments or Tasks Given**

During the internship, I was entrusted with a range of software development responsibilities aimed at assessing my technical knowledge, adaptability, and ability to implement learned concepts in a professional environment. The internship commenced with a one-week training program that focused on Power BI and the application of the 7 Quality Control (7QC) tools through hands-on sessions. This training phase was designed to enhance my technical skill set and to familiarize me with the company's development practices, tools, and expectations. The primary objective of my role was to apply my computer science knowledge to develop a functional and efficient software system that would address specific operational challenges within the organization.

One of my major tasks involved designing and developing a system called **GJIT**, which integrates several modules including a JAFS inventory management system, an industrial gas inventory system, and a wafer cassette cleaning tracker. These systems were created not only to

serve as software solutions but also to streamline processes and improve overall efficiency in these areas. The development process was heavily based on the ASP.NET MVC framework, as recommended by the company's automation team due to its reliability and maintainability. Key technologies utilized in the project included HTML, CSS, Bootstrap for front-end development, Datatables for dynamic table generation, and Microsoft SQL Server (MSSQL) for database management. The backend was built using ASP.NET MVC, and development was carried out using Visual Studio as the primary Integrated Development Environment (IDE), chosen for its familiarity and its extensive support for .NET technologies.

## **Total Hours Rendered**

Throughout the course of my internship, I was able to complete a total of 324 hours, distributed across various tasks that contributed to both my technical growth and professional development. These tasks were categorized into Company Orientation, On-the-Job (OJT) Practices, Software Development, and Technical Documentation.

During the Company Orientation, I rendered a total of 52 hours, all of which were dedicated to understanding the company's operations, policies, safety protocols, and development standards. This initial phase provided the foundation for my integration into the work environment.

I also completed 72 hours under OJT Practices, which involved practical exposure to company workflows, observing operations, and participating in initial guided tasks. This period helped me understand the real-world application of theoretical concepts and prepared me for more advanced responsibilities.

The core of my internship revolved around Software Development, where I devoted 160 hours to hands-on system development work and an additional 4 hours to preparing brief accompanying documentation. This task involved building the GJIT system, integrating multiple modules, and applying various programming and database management tools introduced during the internship.

Lastly, I rendered 40 hours for Technical Documentation, where I focused on producing formal documents related to system architecture, process flow, user guides, and other essential technical records that support the software's long-term maintainability.

In total, I contributed 160 hours to development-related work and 164 hours to documentation and learning-related tasks, resulting in a comprehensive internship experience that balanced both technical and professional competencies.

*Table 1 Total Hours Rendered Summary*

<b>TASK</b>	<b>HOUR COUNT</b>		
	Development	Documentation	Total
<b>COMPANY</b>	-	52	52
<b>ORIENTATION</b>			
<b>OJT PRACTICES</b>	-	72	72
<b>SOFTWARE</b>	160	4	160
<b>DEVELOPMENT</b>			
<b>TECHNICAL</b>	-	40	40
<b>DOCUMENTATION</b>			
<b>TOTAL</b>	160	164	324

### **Training and projects.**

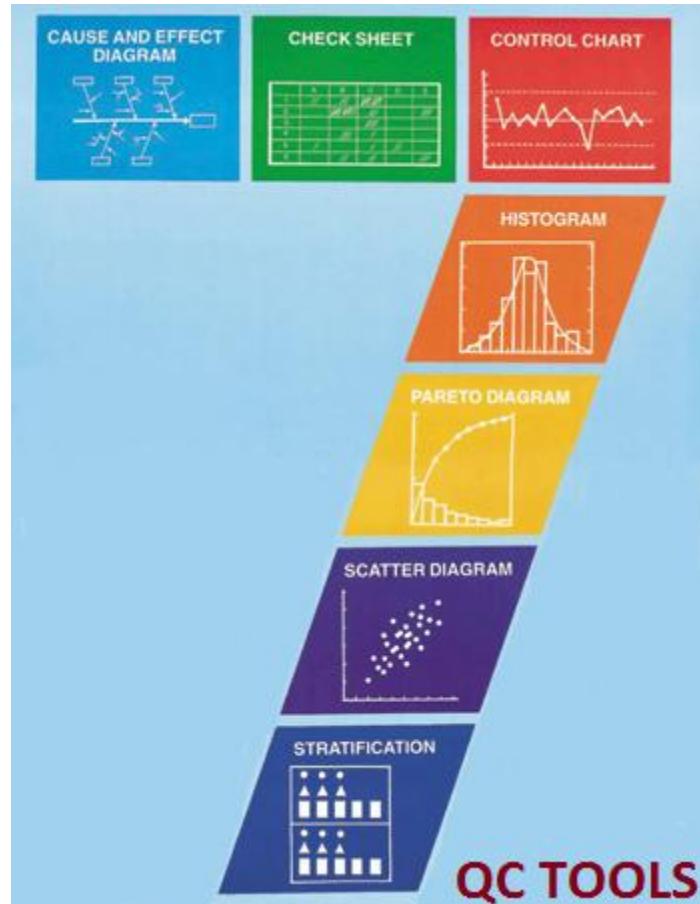
As part of my internship experience, I had the opportunity to undergo training in Power BI and the 7QC tools. These trainings equipped me with essential analytical and problem-solving skills that were highly beneficial in the actual execution of projects. One of the key projects I was assigned to was the creation of GJIT (Gas and JAFS Inventory Tracker), an inventory monitoring system designed to track and manage the inventory count of industrial gases and JAFS (Jigs and Fixtures). The GJIT system aims to improve inventory accuracy, streamline data recording, and support operational efficiency through a centralized and organized platform.



*Figure 2. Power Bi*

### **Power BI Training**

The Power BI training introduced me to data visualization, dashboard creation, and business intelligence reporting. I learned how to import data from various sources, clean and transform data using Power Query, and design interactive reports. These skills were crucial in presenting data-driven insights clearly and effectively, allowing for better decision-making and performance tracking.



*Figure 3. 7QC Tools*

### **7QC Tools Training**

The training on the Seven Quality Control (7QC) Tools provided me with a strong foundation in basic quality management and problem-solving methodologies. I learned to apply tools such as the Pareto Chart, Fishbone Diagram, Histogram, Control Charts, and Scatter Diagrams to identify, analyze, and address issues within a process. This training helped me understand how to approach real-world problems using data-backed analysis.

## GJIT (Gas and JAfs Inventory Tracker)

One of the major projects I worked on was the development of GJIT, a system designed to monitor and manage inventory levels of industrial gases and JAfs (Jigs and Fixtures). The goal of the system is to ensure accurate tracking of items, prevent stock discrepancies, and provide real-time data for better inventory control. GJIT serves as a centralized platform for recording item movement, improving visibility and efficiency within the storage and retrieval processes.

### Jafs Inventory



Figure 4. Login Page

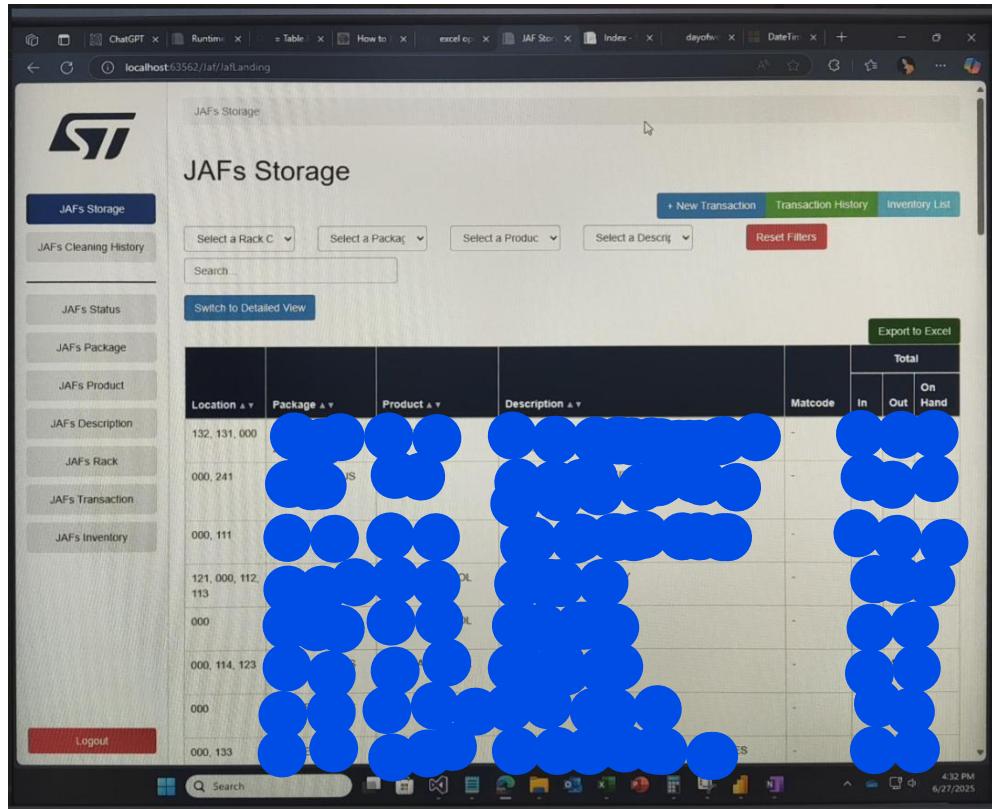


Figure 5. Jafs Landing Page

Figure 5 shows the landing page that users are redirected to after logging in. This landing page provides an aggregate summary, allowing users to view key inventory data at a glance. Specifically, it displays the total count of magazines encoded, the total number of magazines currently in production, and the on-hand total count of magazines stored in the storage room. In addition to these metrics, the landing page also shows the location and rackcode assigned to each magazine. The rackcode is a unique 3-digit identifier that represents the row, rack, and level, allowing for precise and efficient location of each magazine within the storage area. This added detail enhances inventory traceability and supports accurate retrieval and placement of items.

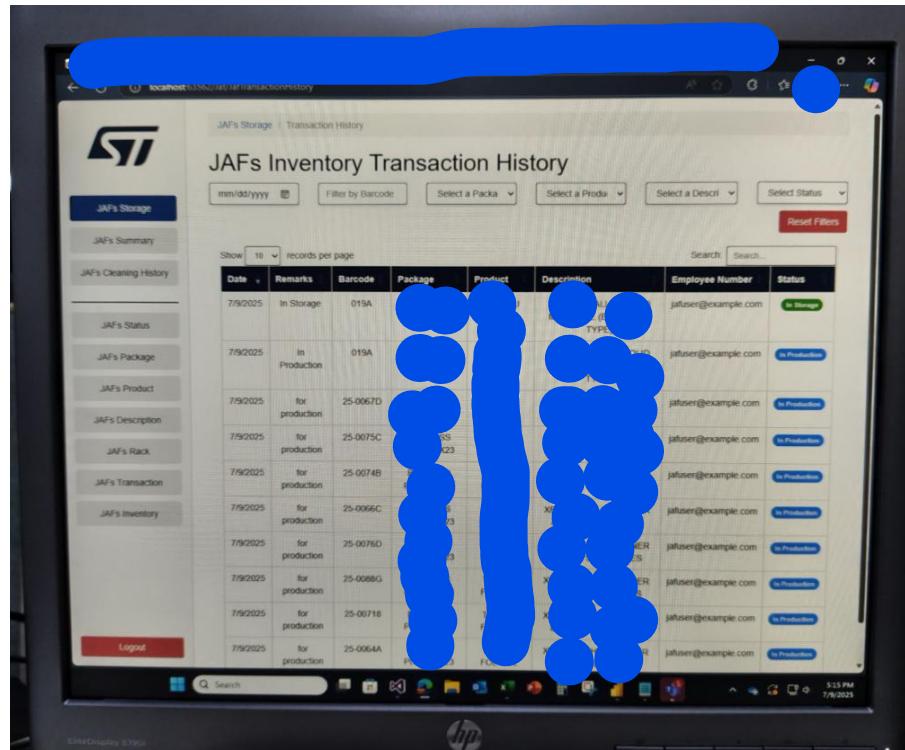


Figure 6. Jafs Transaction History Page

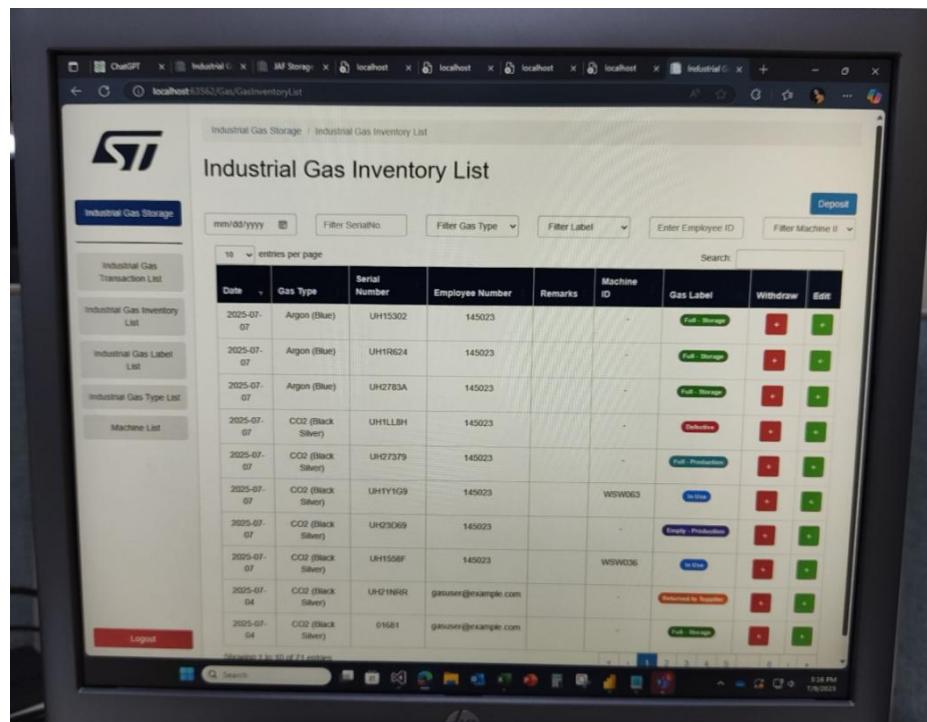


Figure 7. Jafs Inventory List Page

Figure 6 shows the Transaction History Page, which serves as an audit tracking tool. This page allows users to view a log of their past actions within the system, including the exact time a magazine was encoded/registered, moved, or marked as defective. It enhances transparency and accountability by providing a detailed activity history.

Figure 7 presents the JAFS Inventory Page, where users can view all existing magazines in the system. Its main objective is to display the current status of each magazine whether it is in production, stored in the storage room, marked as defective, or undergoing cleaning. This helps users monitor and manage inventory conditions in real-time.

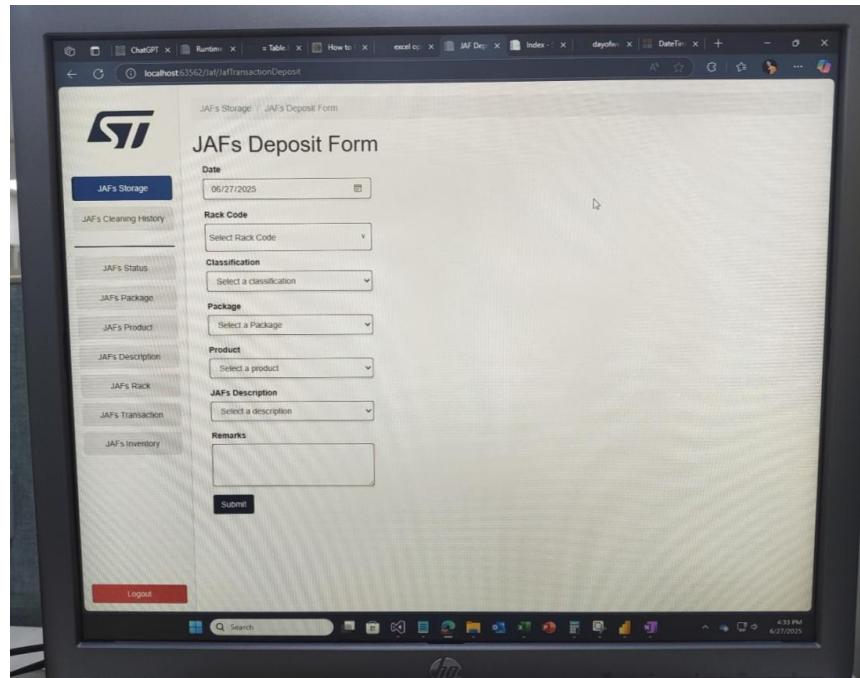


Figure 8. Jafs Deposit Form Page

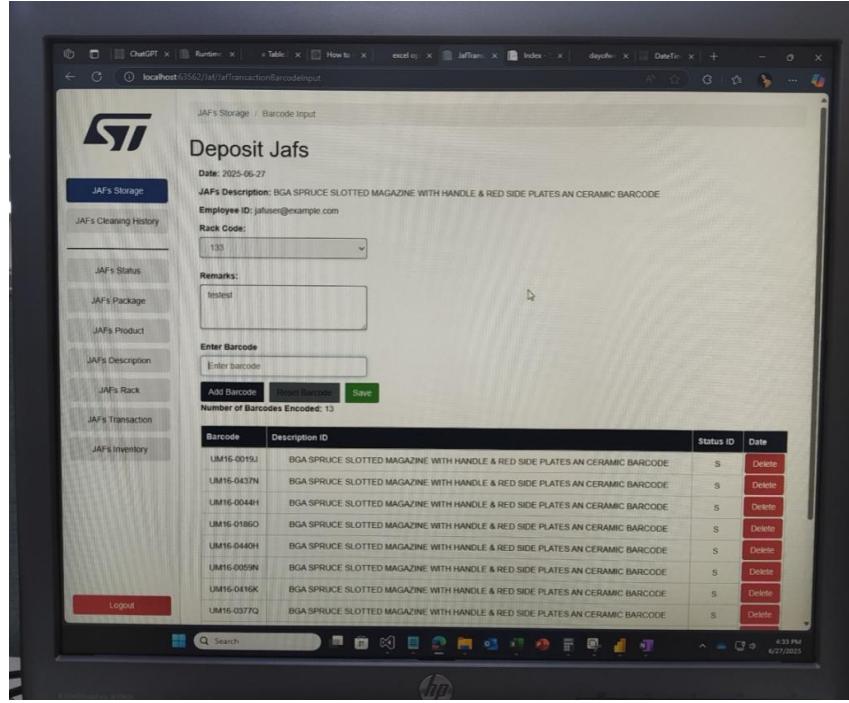


Figure 9. Jafs Barcode Input Page

Figure 8 showcases the Deposit Form Module, where users can register newly ordered magazines into the system. In this form, users are required to input essential information such as the rackcode, product, and package family. The rackcode ensures accurate placement in the storage area, while the remarks field allows users to leave additional comments or notes related to the magazine being registered.

The same process is also applied to the Withdrawal Form, where users can record the movement of magazines taken out of storage for production or other purposes, ensuring consistency in tracking and data entry.

Figure 9 demonstrates the Barcode Input Functionality, which allows users to associate a barcode with each magazine. Users have the option to either manually input the barcode or use a barcode scanner for faster entry. After

entering the barcode, clicking the Save button records the information into the database, ensuring the magazine is properly tracked within the system.

## Industrial Gas Inventory System

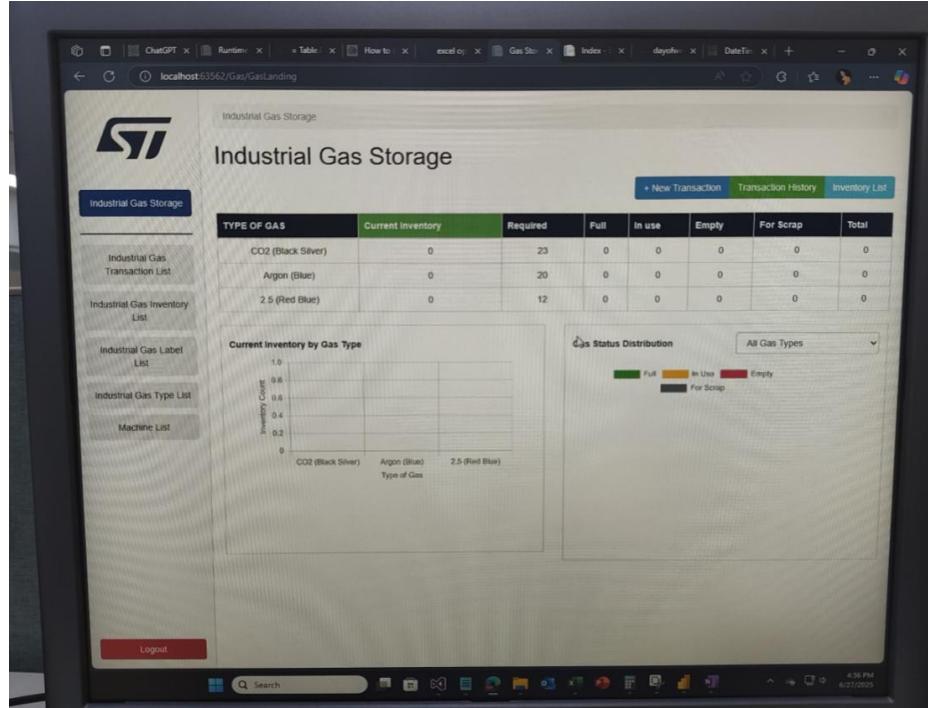


Figure 10. Gas Landing Page

Figure 10 shows the Gas Landing Page, which provides users with a quick overview of the current status of gas inventory. This page displays the total number of gas tanks, categorized by their condition full, in use, for scrap, and the overall total count. Serving as a centralized dashboard, it offers users immediate access to critical inventory information, enabling them to make smarter and more informed decisions when managing the supply and allocation of industrial gases.

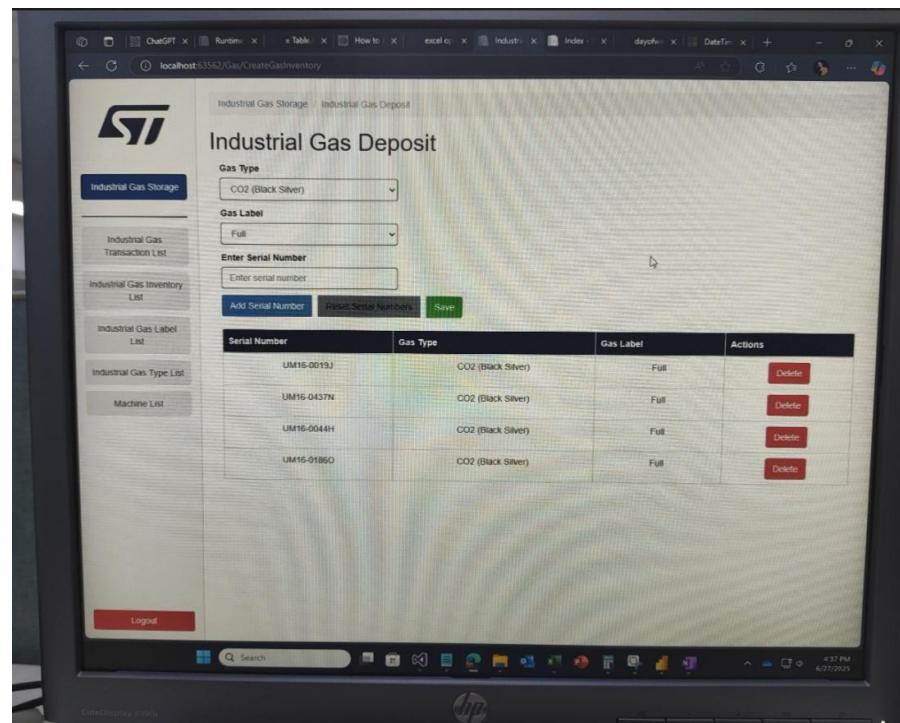


Figure 11. Industrial Gas Deposit Page

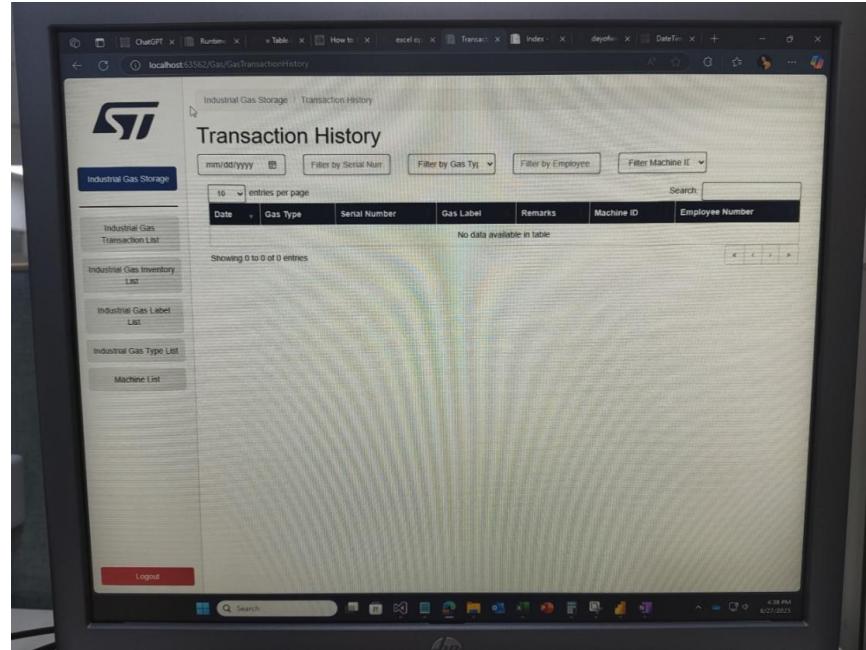
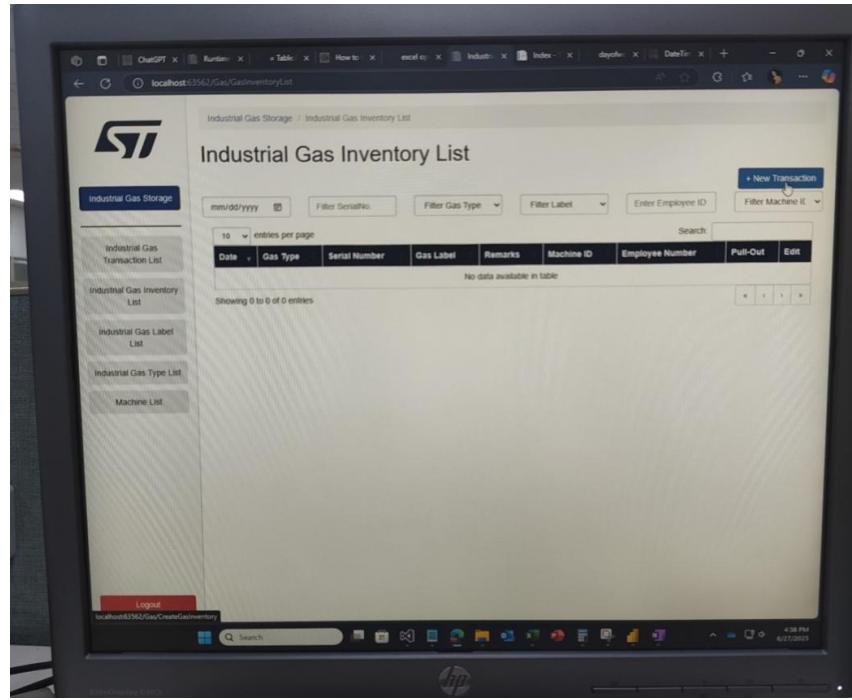


Figure 12. Industrial Gas Transaction history Page



*Figure 13. Industrial Gas Inventory List Page*

Figures 11 to 13 collectively represent the core functions of the gas inventory system. Figure 11 displays the Gas Deposit Page, where users can register newly delivered gases by selecting the type such as CO<sub>2</sub>, Argon, Mixed, or O<sub>2</sub> and assign a label like Empty, Full, Full in Production, or Full in Storage. This information can be entered manually or through a barcode scanner. Figure 12, the Gas Transaction History Page, serves as an audit trail, recording every label update and the exact time it was made, such as changes from Empty to Full or other transitions, providing full traceability of user actions. Finally, Figure 13 shows the Industrial Gas Inventory List Page, which displays all registered gas cylinders along with their current status. It also includes a Withdrawal button that uses the same barcode input method as the deposit page, but instead of registering

a new entry, it updates the cylinder's status, ensuring accurate tracking of inventory movement.

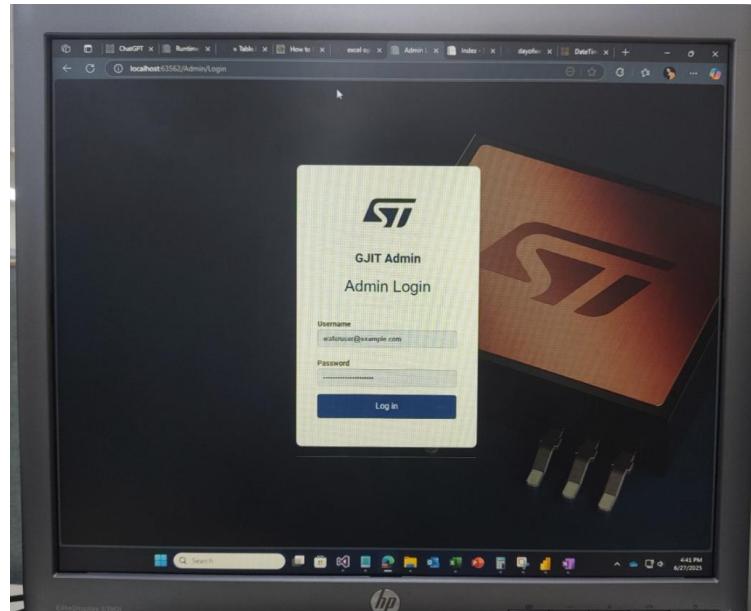


Figure 14. Admin Login

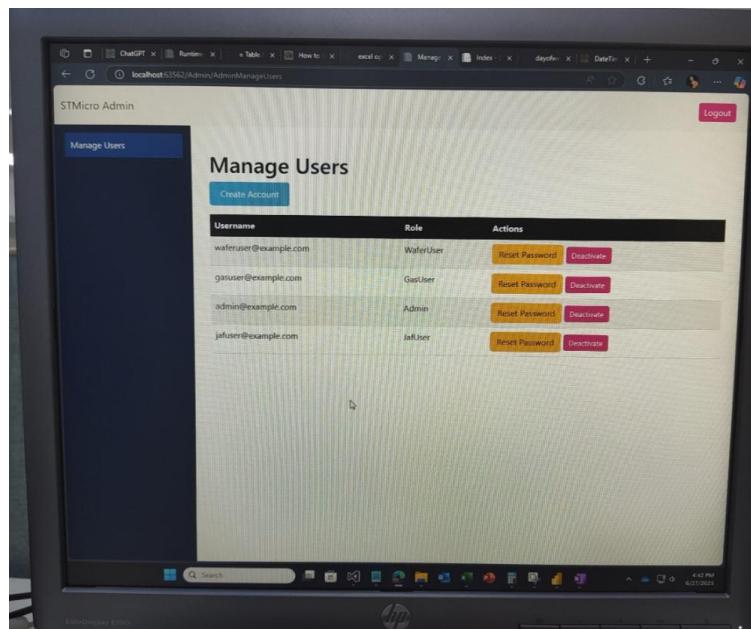


Figure 15. Admin Manage Users Page

Figure 14 shows the Admin Login Page, where authorized admin users can log in using their credentials. Upon successful login, they are granted access to advanced administrative features within the system.

Figure 15 displays the Admin Manage User Page, which provides functionalities for creating, disabling, and assigning roles to specific users. This allows the admin to control user access and permissions, ensuring that each user has the appropriate level of functionality when navigating the GJIT web application. Role assignment is essential for maintaining security, streamlining user experience, and ensuring proper workflow segregation within the system

## Power BI Project

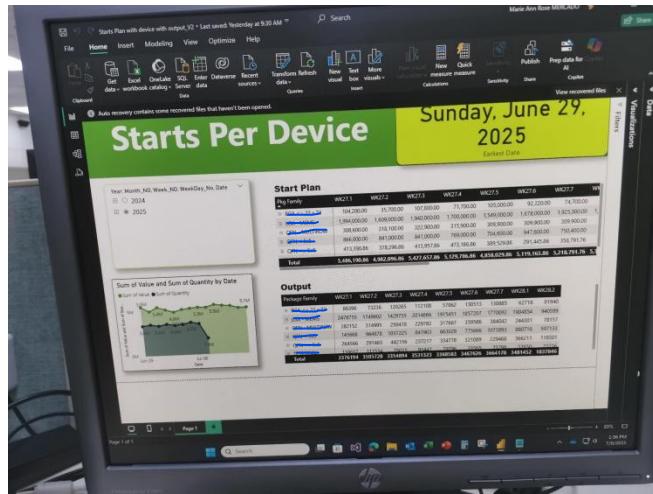


Figure 16. Starts per device dashboard

In figure 16 This project is designed to provide real-time visibility into goal progress and performance gaps, bridging the gap between initial plans and actual results. No more waiting until it's too late to take corrective actions.

By automating data reporting, we eliminate the risk of manual checks in Excel, which are prone to errors and can lead to inaccurate reporting. With Power BI, you get immediate insights and the ability to act faster keeping performance on track and plans on target.

The Stars Plan Devices Dashboard gives users the ability to view data grouped by package family, with the option to filter by dates. It includes line graphs that visually display trends over time, helping to easily track performance and spot changes in the data.

## Synthesis of the Practicum Engagement

### Learning

During my internship as a software engineering intern, I was immersed in a fast-paced, high-pressure environment within a semiconductor company an industry where everything moves rapidly, and precision is critical. I was assigned to the Ops 1 Assembly Process/System Group, a team responsible for supporting production through system development and process improvements. This exposed me to how essential software systems are to maintaining efficiency in operations that involve large volumes of fast-moving components.

One of my most valuable learning experiences was helping develop the Gas and JAFS Inventory Tracker (GJIT) an internal system designed to monitor inventory for industrial gases and JAFS (Jigs and Fixtures). Through this project, I learned that many areas in production lacked proper inventory systems despite being highly technical environments. Developing GJIT taught me not just about building software but about building tools that solve real operational problems. The impact of our system was significant, allowing users to track item status more efficiently, reduce manual errors, and improve inventory visibility key elements in a fast-paced manufacturing setting.

In addition to system development, I also received training in Power BI and the 7QC Tools (Seven Quality Control Tools). Power BI taught me how to turn raw data into insightful visualizations, helping stakeholders make better decisions through interactive dashboards.

The 7QC tools helped me understand how manufacturing problems are analyzed and solved systematically, reinforcing how software can complement quality control.

I also developed soft skills that are essential in a professional environment: time management, clear documentation, and the ability to communicate technical ideas to both technical teams and non-technical users. Overall, I learned that success in software engineering requires more than coding skills it requires domain understanding, collaboration, and the ability to solve problems within real-world constraints.

## **Realization**

Beyond the technical knowledge, this internship offered me meaningful realizations that shaped my understanding of what it means to be a professional in the tech industry.

The first major realization was the importance of communication. In school, we focus on code quality, logic, and design patterns but in the workplace, it doesn't matter how perfect your code is if you can't explain what it does or why it matters. I often had to present ideas to stakeholders with no technical background, which required me to simplify complex systems into terms they could relate to. This skill became essential, especially when proposing software solutions or explaining the timeline of a project.

I also realized that software development is never as linear as it seems. When we proposed project timelines, we often encountered unexpected bugs, shifting requirements, or resource limitations. Questions like "When will it be done?" seemed simple, but were

hard to answer in a fast-changing environment. This taught me to accept uncertainty and build flexibility into both planning and thinking.

Another key realization was that problem-solving requires more than technical skills it demands creativity and adaptability. Limited tools, such as sharing one computer among team members, initially felt like a roadblock, but later became a lesson in working smart. I learned how to stay productive under constraints, seek alternate approaches, and stay patient.

Through hands-on experience, I also came to appreciate the critical role of testing. In theory, we aim for perfect code, but every feature must be validated repeatedly. Testing became less of a task and more of a mindset: focusing on delivering not just working software, but reliable and usable software.

Finally, I realized that professionalism is as much about attitude and resilience as it is about skill. In many situations, I didn't have control over tools or timelines, but I always had control over how I responded. That mindset of showing up, staying composed, and taking responsibility is something I now recognize as core to being a true professional.

## **Conclusion**

This internship allowed me to grow not just as a developer, but as a future professional. I applied technical knowledge to solve real problems, learned how systems impact production at scale, and developed the soft skills necessary for workplace success. But more importantly, I gained the maturity to adapt, communicate, and perform under pressure.

From building inventory systems to analyzing operational data with Power BI, and navigating team constraints with creativity and patience, this journey taught me that technical skills are only one part of the equation. The ability to listen, collaborate, think critically, and maintain professional integrity in tough situations is what truly defines success in this field.

This experience didn't just improve my résumé it strengthened my mindset, work ethic, and readiness to contribute meaningfully in the real world.

## Appendices

### Appendix A

#### Competency-Based Resume



# MARCO ALLEN A. GIANAN

SOFTWARE ENGINEER

### CONTACT

09940401157  
gianmarcoallen@gmail.com  
Calamba, Laguna  
<https://goof312.github.io/portfolio-website/>

### SKILLS

Languages: Python, Javascript, C#, SQL, HTML, CSS, Java  
Framework: .Net, Django, Bootstrap, and Flask  
Databases: MSSQL, SQLite 3

- Application: Github, Unity

### CERTIFICATE

- CompTIA IT Fundamentals+
- Data Analyst Data Camp
- .AWS Academy Graduate

### ACHIEVEMENT

- Consistent Dean's lister (2023)
- Consistent Dean's lister (2022)
-

### SUMMARY

An aspiring software engineer with a strong passion for programming and system design, focused on creating solutions that improve people's lives through technology.

### WORK EXPERIENCE

**EXPERIENCE** 2025 - PRESENT  
Software Engineering Intern  
STMicroelectronics - Calamba, Philippines

- Developed a Web-Based Magazine Inventory System (GJIT)
  - Designed and built a system to track magazine inventory across production, storage, and defect areas. Implemented barcode scanning, user role access, and real-time audit tracking.
- Built an Industrial Gas Inventory System
  - Developed a module for managing industrial gas stocks (CO<sub>2</sub>, Argon, O<sub>2</sub>, Mixed), with label tracking (Full, In Use, Scrap) via manual input or barcode. Included transaction logs for traceability.
- Created Interactive Dashboards with Power BI
  - Transformed raw data into actionable insights through dynamic dashboards—supporting inventory monitoring, usage trends, and operational decisions.

### EDUCATION

**Computer science** 2021-2025  
Mapua's Malayan Colleges Laguna - Cabuyao, Laguna  
GPA: 1.75

**Relevant Courses:**

- Data Structure and Algorithm
- Software engineer
- Data Analytics
- Web systems and Technologies
- Machine learning
- Automata Theory

### PROJECTS

**Biomarker Prediction System** Dec 2024 - Present  
Web app for visualizing and predicting CA19-9 cancer biomarker levels using ensemble learning.  
Tech: Django, Django REST, Plotly, HTML/CSS, Bootstrap, JavaScript.

**MMCL Online Bookshop System** Jan - Jun 2024  
Reservation system for MMCL's Blue & Silver Bookshop.  
Tech: ASP.NET MVC, MS SQL, Chart.js, HTML/CSS, Bootstrap, JavaScript, GitHub, Azure.

**Other Notable Projects**

- Batuhan (2023): 2-player local game built in Unity (C#).
- Face Recognition Attendance (2023): Attendance system using Python and CNNs.
- Naruto Fall: Java game where Naruto dodges Rasengan and collects ramen.

## Appendix B

### Endorsement Letter



29 March 2025

**MS. JOVY ORDONIA**  
HR Recruitment Manager, STMicroelectronics, Inc.  
Light Industry and Science Park II, ST-Ericsson  
9 Mountain Drive, Calamba, Laguna 4026

Dear Ms. Ordonia,

The BS Computer Science program of Mapúa Malayan Colleges Laguna requires their students to undergo a Practicum program for a minimum of 324 hours during the third term of our academic calendar.

We would like to request that Mr. Marco Allen A. Giana be permitted to have his training in your company. We believe that your company can provide the relevant exposure necessary for our students to achieve the intended learning outcomes for the BS Computer Science program. We are confident that he will be able to acquire the practical knowledge and skills expected from a Computer Science graduate which, in turn, would guarantee a continuous supply of CS professionals needed by your company.

We thank you for your favorable action and we look forward to a more meaningful linkage that is mutually beneficial to our students and your company.

With warm regards,

*jonalyn g. ebron*  
**JONALYN G. EBRON**  
BS Computer Science Program Chair  
College of Computer and Information Science  
Mapúa Malayan Colleges Laguna

[\(jgberon@mcl.edu.ph\)](mailto:jgberon@mcl.edu.ph)  
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Email : [mclinfo@mcl.edu.ph](mailto:mclinfo@mcl.edu.ph)

[mcl.edu.ph](http://mcl.edu.ph)



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CamScanner

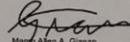
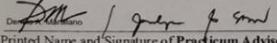
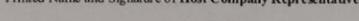
## Appendix C

### Practicum Acceptance

 <p><b>MAPUA</b> MALAYAN COLLEGES LAGUNA</p>		REVISION NO.: 05 REVISION DATE: May 15, 2010
<b>PRACTICUM CONFIRMATION AND ACCEPTANCE FORM</b>		
<p><b>IMPORTANT INFORMATION</b></p> <ul style="list-style-type: none"> <li>STUDENTS ACCEPTED FOR PRACTICUM IN A HOST COMPANY WILL HAVE TO ACCOMPLISH THIS FORM.</li> <li>ASK THE PRACTICUM SUPERVISOR / COMPANY REPRESENTATIVE TO FILL IN THE DETAILS OF THE TRAINING.</li> <li>SUBMIT TO THE PRACTICUM ADVISER/COORDINATOR PRIOR TO THE START OF TRAINING.</li> </ul>		
NAME OF STUDENT <input type="text" value="Marco Allen A. Gionan"/>	STUDENT NUMBER <input type="text" value="202151211"/>	
COURSE CODE <input type="text" value=""/>	SYTERM ENROLLED <input type="text" value=""/>	
<p>This is to certify that <u>Marco Allen A. Gionan</u> (name of student-trainee) has been accepted for practicum at <u>SMICROelectronics 9 mountain pine light industry science park II, Brgy. 10</u> (name and address of establishment) and will be attached to the <u>OPM ASY</u> department/s for a minimum of, but not limited to <u>324</u> hours. Training will commence on <u>April 26, 2015</u> and is expected to end on <u>July 31</u>. Attached is the list of requirements.</p>		
<p><b>COMPANY REPRESENTATIVE</b></p> <p><u>Jovy Oraonia</u> Signature over Printed Name</p> <p><u>HR</u> Department</p> <p><u>Official Designation</u> Email and Contact Number/s</p>		
<p><b>NOTED BY</b></p> <p><u>Jovy Oraonia</u> Signature over printed name of Practicum Coordinator</p> <p><u>5/26/2015</u> Date</p>		
<p>COPY: (1) STUDENT, (2) HOST COMPANY, (3) PRACTICUM COORDINATOR</p> <p>FORM OVPAA-0308 THIS FORM IS AVAILABLE AT THE OFFICE</p>		
 <p><b>MAPUA</b> MALAYAN COLLEGES LAGUNA</p>		REVISION NO.: 05 REVISION DATE: May 15, 2010
<b>PRACTICUM CONFIRMATION AND ACCEPTANCE FORM</b>		
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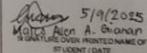
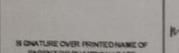
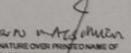
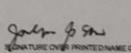
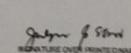
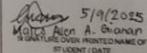
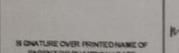
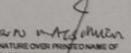
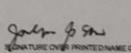
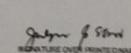
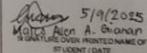
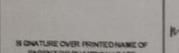
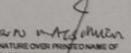
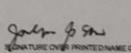
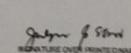
## Appendix D

### Liability Waiver

 <b>MAPUA</b> MALAYAN COLLEGES LAGUNA		REVISION NO.: 00 REVISION DATE: May 10, 2010
<b>STUDENT TRAINING AGREEMENT AND LIABILITY WAIVER</b>		
<b>IMPORTANT INFORMATION</b>		
<ul style="list-style-type: none"><li>• THIS FORM IS TO BE ACCOMPLISHED AND SUBMITTED BY STUDENT TRAINEE TO THE PRACTICUM ADVISER BEFORE STARTING THE PRACTICUM.</li><li>• READ AND UNDERSTAND THE PROVISIONS OF THIS AGREEMENT AND WAIVER.</li><li>• ENSURE THAT ALL SIGNATORIES SIGN THE FORM.</li></ul>		
<p>I, <u>Marco Allen A. Giana</u>, and a student of MALAYAN COLLEGES LAGUNA (hereinafter referred to as "MCL"), do hereby voluntarily undergo on-the-job training at <u>Simoneelectronics Inc.</u>, hereinafter referred to as the "Host Company", located at <u>9 Mission Drive, Ligos Industry &amp; Science Park II, Barangay La Mesa Calamba City, Laguna 4027, Philippines</u>, under the following terms and conditions:</p>		
<p>a. That the practicum training will commence on <u>April 22, 2025</u> and ends on <u>July 31, 2025</u> and will have to complete a minimum of <u>360</u> hours required for the on-the-job training;</p>		
<p>b. That I shall observe proper decorum and act professionally at all times and abide by the Company's rules and regulations and comply with those imposed for the training program, otherwise, I shall be excluded from further participation;</p>		
<p>c. That in the course of my training program, I may have access to information which may be of confidential in nature and proprietary to the Company, for which I may be required to execute a confidentiality and non-disclosure agreement as a prerequisite to my participation in the training program;</p>		
<p>d. That the time I will spend on the training program in the completion of my on-the-job training requirements will not and should not be interpreted or construed as working hours and should be regarded as non-compensable. Provided that, the Company may, as a unilateral act of liberality or generosity on their part, provide me with meal, travel, transportation allowances, accommodations, etc.;</p>		
<p>e. That I fully understand that notwithstanding the allowances enumerated in the preceding section which I may receive, there exists no labor-management and/or employer/employee relationship between me and the Company where I will undergo my training.</p>		
<p>f. That I shall exercise due care and diligence in the tasks assigned to me and personally be made answerable for any and all liabilities for damage to property or injury to third person, which may be occasioned by my intentional or negligent acts during the course of my on-the-job training;</p>		
<p>g. That I shall likewise hold the Host Company and MCL free and harmless from any and all liability and responsibility for any sickness or injury to myself and third parties and damage to property which I may sustain and/or may occur at any time during the training program, including time spent in traveling to and from any and all premises and locations where I may be required to go to as part of my training program;</p>		
<p>h. That the Company reserves the right to discontinue my training on reasonable grounds upon written notice to MCL and myself. Additionally, in the event my training program is discontinued for reasons attributable only to myself, I may be made to reimburse the Host Company for any/all the allowances, stipends, etc., which I may have received from them during and prior to the termination of my training program;</p>		
<p>i. That in addition to my liability under section g and for the pre-termination of my training program provided for under section h hereof, I may be subjected further to disciplinary action in accordance with the school's student manual and/or be a ground for disqualification from graduation;</p>		
<p>Signed on this <u>5th</u> day of <u>May</u>.</p>		
 Marco Allen A. Giana Signature over printed name of Student Trainee		
<b>WITH OUR CONSENT:</b>		
<p>Signature over printed name of Parent/Guardian (for minors only)</p>		
<b>NOTED BY:</b>		
 Printed Name and Signature of Practicum Adviser/ Coordinator		 Printed Name and Signature of Host Company Representative
THIS FORM IS AVAILABLE AT THE OVPAA.		

## Appendix E

### Training Plan

 <b>MAPUA</b> MALAYAN COLLEGES LAGUNA		REVISION NO.: 00 REVISION DATE: May 10, 2010						
<b>TRAINING PLAN</b>								
NAME: Marco Allen A. Gianan PROGRAM & STUDENT NO.: CS / 202 / 151211		COURSE CODE: CS199F COURSE TITLE: CS Practicum						
<b>STUDENT OUTCOMES</b> <p>CO1. Identify, analyze, and recommend solution to the computing problem being faced by the organization</p> <p>CO2. Apply the different concepts in computer science in dealing with problem-solving process of the organization, and</p> <p>CO3. Acquire new knowledge and experience while in the organization.</p>								
<b>AREAS / PHASES OF TRAINING AND TIME ALLOTMENT</b> <p>Training and orientation 44 hours</p> <p>On-the-Job Practice and skill application coaching, Mentoring, and project application 80 hours</p> <p>Software Development 160 hours</p> <p>Technical Documentation 40 hours</p>								
<b>EVALUATION GUIDELINES &amp; COURSE OUTCOMES</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; vertical-align: top;"> <b>DEMONSTRATION OF SOFT SKILLS (40%)</b> <p><b>KEY AREAS</b></p> <p><b>COMMUNICATION SKILLS (20%)</b>            Relate to co-trainees/supervisors terminologies and rules            Recite procedures and instructions needed for the tasks            Identify and describe safety signs and symbols            Ask critical questions related to the tasks            Produce well-written regular and incident reports            Prepares and presents reports using Information and Communication Technology (ICT)</p> <p><b>PROFESSIONAL DEPARTMENT (20%)</b>            Observes proper grooming and attire            Reports to work regularly on time and as necessary, even beyond prescribed working hour            Acts according to the job description given by the company            Willing to accept new tasks apart from the usual routine and responsibilities            Delivers quality output on time            Demonstrates respect for different individuals</p> <p><b>INITIATIVE (+5%)</b>            Volunteers to perform tasks beyond routine tasks</p> </td> <td style="width: 50%; vertical-align: top;"> <b>DEMONSTRATION OF TECHNICAL SKILLS (60%)</b> <p><b>KEY AREAS</b></p> <p><b>Software Development (35%)</b>            SKILLS (X%) - Able to develop modules (20%)            Data collection (10%) - Integrate and implement modules (15%)            SKILLS (Y%) - Collect data for system development (10%)</p> <p><b>Technical Documentation (15%)</b>            SKILLS (Z%) - Able to write Technical documentation (5%)            - Able to write User's manual (5%)            - Able to write testing Activities documents (5%)</p> </td> </tr> </table>				<b>DEMONSTRATION OF SOFT SKILLS (40%)</b> <p><b>KEY AREAS</b></p> <p><b>COMMUNICATION SKILLS (20%)</b>            Relate to co-trainees/supervisors terminologies and rules            Recite procedures and instructions needed for the tasks            Identify and describe safety signs and symbols            Ask critical questions related to the tasks            Produce well-written regular and incident reports            Prepares and presents reports using Information and Communication Technology (ICT)</p> <p><b>PROFESSIONAL DEPARTMENT (20%)</b>            Observes proper grooming and attire            Reports to work regularly on time and as necessary, even beyond prescribed working hour            Acts according to the job description given by the company            Willing to accept new tasks apart from the usual routine and responsibilities            Delivers quality output on time            Demonstrates respect for different individuals</p> <p><b>INITIATIVE (+5%)</b>            Volunteers to perform tasks beyond routine tasks</p>	<b>DEMONSTRATION OF TECHNICAL SKILLS (60%)</b> <p><b>KEY AREAS</b></p> <p><b>Software Development (35%)</b>            SKILLS (X%) - Able to develop modules (20%)            Data collection (10%) - Integrate and implement modules (15%)            SKILLS (Y%) - Collect data for system development (10%)</p> <p><b>Technical Documentation (15%)</b>            SKILLS (Z%) - Able to write Technical documentation (5%)            - Able to write User's manual (5%)            - Able to write testing Activities documents (5%)</p>			
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<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%; text-align: center;"> <b>CONFORME</b>              Marco Allen A. Gianan            SIGNATURE OVER PRINTED NAME OF STUDENT / DATE         </td> <td style="width: 20%; text-align: center;"> <b>CONSENT (FOR MINORS ONLY)</b>              SIGNATURE OVER PRINTED NAME OF PARENT/GUARDIAN / DATE         </td> <td style="width: 20%; text-align: center;"> <b>NOTED BY</b>              MAPUA INSTITUTE OF PRACTICUM            SIGNATURE OVER PRINTED NAME OF PRACTICUM SUPERVISOR / DATE         </td> <td style="width: 20%; text-align: center;"> <b>ENDORSED BY</b>              JONES B. SAW            SIGNATURE OVER PRINTED NAME OF PROGRAM CHAIR / DATE         </td> <td style="width: 20%; text-align: center;"> <b>APPROVED BY</b>              JONES B. SAW            SIGNATURE OVER PRINTED NAME OF PROGRAM CHAIR / DATE         </td> </tr> </table>				<b>CONFORME</b>  Marco Allen A. Gianan SIGNATURE OVER PRINTED NAME OF STUDENT / DATE	<b>CONSENT (FOR MINORS ONLY)</b>  SIGNATURE OVER PRINTED NAME OF PARENT/GUARDIAN / DATE	<b>NOTED BY</b>  MAPUA INSTITUTE OF PRACTICUM SIGNATURE OVER PRINTED NAME OF PRACTICUM SUPERVISOR / DATE	<b>ENDORSED BY</b>  JONES B. SAW SIGNATURE OVER PRINTED NAME OF PROGRAM CHAIR / DATE	<b>APPROVED BY</b>  JONES B. SAW SIGNATURE OVER PRINTED NAME OF PROGRAM CHAIR / DATE
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COPY: (1) STUDENT (2) HOST COMPANY, (3) PRACTICUM COORDINATOR THIS FORM IS AVAILABLE AT THE OVPAA. FORM OVPAA-0300								

## **Appendix F**

### **Complete Weekly Journal**

## DAILY JOURNAL

### IMPORTANT INFORMATION

- INCLUDE TASK ASSIGNMENTS OR MOVEMENTS, REFLECTION ON THE DAY'S NEW LEARNING, ACCOMPLISHMENT, CHALLENGES FACED AND HOW YOU RESPONDED, OBSERVATIONS AND RECOMMENDATIONS ON THE IMPROVEMENT OF SYSTEMS / OPERATION / MANAGEMENT, ETC.
- SCANNED COPIES OF THIS FORM SHALL BE SUBMITTED ON A WEEKLY BASIS THROUGH APPROVED LMS.
- HARD COPIES OF THIS FORM SHOULD BE COMPILED AS PART OF THE STUDENT'S PORTFOLIO.

DATE	Week 1	AREA ASSIGNMENT	STMicroelectronics
TASK	Orientation/training	SHIFT/TIME	8:00 AM - 5:30

My first day in STMicro Ms Jovi orient us that in the next three days there would be orientations. It evolves the HR, IT, and Security department. It was discuss the things that we should be aware of. There it was discuss that we can't bring our device.

Day 2 We continued the discussion with the Security Department regarding protocols, proper ID usage, designated parking areas, prohibited items, and possible violations.

Day 3 The IT Department oriented us on their protocols, potential violations, and the general requirements. They also provided a briefing on the necessary documents for clearance.

Day 4, the entire day was dedicated to training, where we gained a deeper understanding of the company's products. We were introduced to the different types of items being produced, their uses, and how they are handled in the production area. The session also emphasized the importance of safety, awareness, and proper conduct while working in or around the production floor. This helped us become more familiar with the environment and prepared us for future tasks in the area.

the training program with a focus on reinforcing what we had learned during the previous

the training program with a focus on reinforcing what we had learned during the previous essential information and were ready to apply it in actual work situations.

 TRAINEE'S SIGNATURE



**Malayan Colleges Laguna**  
A MAPÚA SCHOOL

REVISION NO.: 00  
REVISION DATE: May 10, 2016

## DAILY JOURNAL

## **IMPORTANT INFORMATION**

- INCLUDE TASK ASSIGNMENTS OR MOVEMENTS, REFLECTION ON THE DAY'S NEW LEARNING, ACCOMPLISHMENT, CHALLENGES FACED AND HOW YOU RESPONDED, OBSERVATIONS AND RECOMMENDATIONS ON THE IMPROVEMENT OF SYSTEMS / OPERATION / MANAGEMENT, ETC.
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DATE	Week 2	AREA ASSIGNMENT	STMicroelectronics
TASK	Orientation/training	SHIFT/TIME	8:00 AM - 5:30

Day 1, We began our Power BI training, where the basics were introduced. The session covered fundamental concepts such as data visualization, dashboards, and how to navigate the Power BI interface.

Day 2, The Power BI training continued with a more in-depth discussion on data transformation, creating reports, and using different visualization tools to present data effectively.

Day 3, we attended a seminar at school, where relevant topics were discussed to enhance our understanding of professional practices and industry standards.

Day 4, We were provided with bunny suits and smocks in preparation for entry into the FOL (Front of Line) area. A guided tour was conducted to familiarize us with the workspace, safety protocols, and proper attire within the production area.

the production area.

1. **What is the primary purpose of the study?**

**TRAIFFE'S SIGNATURE**

COPY: (1) STUDENT; (2) PRACTICUM ADVISER

**FORM OVPAAG 030G**

THIS FORM IS AVAILABLE AT THE OVPA.

## DAILY JOURNAL

### IMPORTANT INFORMATION

- INCLUDE TASK ASSIGNMENTS OR MOVEMENTS, REFLECTION ON THE DAY'S NEW LEARNING, ACCOMPLISHMENT, CHALLENGES FACED AND HOW YOU RESPONDED, OBSERVATIONS AND RECOMMENDATIONS ON THE IMPROVEMENT OF SYSTEMS / OPERATION / MANAGEMENT, ETC.
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DATE	Week 3	AREA ASSIGNMENT	STMicroelectronics
TASK	Tour	SHIFT/TIME	8:00 AM - 5:30

Day 1, We began the week with a line tour in the FOL (Front of Line) area. This tour allowed us to observe the actual workflow and better understand the processes involved in production. It also served as an opportunity to become more familiar with the environment, safety protocols, and the roles of the employees working in the area.

Day 2, An orientation was conducted to formally introduce us to our assigned tasks. Day 3, During the day, we also had an interview with Ma'am Issah, who asked about our skills, background, and expectations. This helped her assess how we could contribute to the team and what areas we could further develop.

Day 4, We were tasked with creating reports that summarized what we had learned so far. These reports were submitted to our supervisor as part of our progress monitoring and to show our understanding of the tasks and workflows we had observed.

Day 5, We began requesting the necessary tools needed for our assignments and checked the availability of resources required for development tasks. This step was essential to ensure that we could work efficiently and meet the expectations set by our supervisors.

We assisted Sir Marvin in automating some of their Excel worksheets. The goal was to streamline repetitive tasks, reduce manual input, and improve the overall efficiency of their data handling and reporting processes. This gave us hands-on experience with automation techniques and contributed to improving their workflow.



TRAINEE'S SIGNATURE

## DAILY JOURNAL

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DATE	Week 4	AREA ASSIGNMENT	STMicroelectronics
TASK	Orientation/training	SHIFT/TIME	8:00 AM - 5:30

Day 2 We started the development of a web application using Django, where we focused on setting up the framework and planning the structure of the system. In addition to the development work, we had another interview session with Ma'am Issah to further discuss our progress, responsibilities, and the direction of our tasks moving forward.

Day 3, The development of the Django web application continued, with more features and functionalities being implemented. Alongside this, we also worked on encoding JAFS data into the inventory system to ensure proper documentation and tracking. Another brief interview with Ma'am Issah was conducted to provide updates and gather feedback on our ongoing tasks.

Day 3, We continued enhancing the web application and finalizing some of its core features. Later in the day, we presented our progress and accomplishments to our supervisor, Sir Nante. This included a demonstration of the system's current capabilities and an overview of the tasks we completed so far. The feedback we received helped us identify areas for improvement and prepare for the next steps in development.

We had an interview with Ms. Jeanver to discuss our current progress and future tasks. During the day, we were also provided with Visual Studio as the official development environment for our ongoing project. This marked a key step in transitioning from the initial setup phase to full development using the assigned tools.

Day 5, We encountered a major issue with the provided Visual Studio version. It was outdated and lacked compatibility with some of the required features, especially access to the terminal. As a result, we spent the entire day troubleshooting and attempting to fix the problem so we could proceed with our development tasks. Despite the delay, the experience taught us how to manage technical setbacks effectively.

TRAINEE'S SIGNATURE

## DAILY JOURNAL

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DATE	Week 5	AREA ASSIGNMENT	STMicroelectronics
TASK	Orientation/training	SHIFT/TIME	8:00 AM - 5:30

Day 1, We started the week by cleaning and organizing the inventory records to ensure accurate and up-to-date data. Additionally, we made a major shift in our development work by transitioning from Django to ASP.NET, as the team could not accommodate the Django-based application due to compatibility and system limitations.

Day 2, We continued cleaning the JAFS data for better integration into the system and resumed development of the web application using ASP.NET. This involved adjusting the structure and features to fit the new framework while keeping the original goals of the project in mind.

Day 3, Development work progressed as we added more functionalities to the web application. At the same time, we began a new project using Power BI, with a focus on planning and setting up the initial structure for data visualization. This marked the beginning of our involvement in reporting and analytics tasks.

Day 4, We continued working on the Power BI project, placing emphasis on data cleaning to prepare the dataset for accurate visualizations. We also started building the dashboard, designing it to effectively present key metrics and trends. A new input feature was added to the website, allowing users to enter data using a barcode scanner. This functionality improves user interaction and streamlines the process of tracking and recording items within the system.

TRAINEE'S SIGNATURE

**DAILY JOURNAL****IMPORTANT INFORMATION**

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DATE	May 26 – May 30, 2025	AREA ASSIGNMENT	STMicroelectronics
TASK	OPS 1 Assy	SHIFT/TIME	8:00 AM - 5:30

On May 27, I focused on finalizing the implementation of a date filter in Power BI, which significantly improved the interactivity of the dashboard. On May 27, I presented the dashboard to the IT department and received helpful feedback on layout and usability improvements. The next day, May 29, I enhanced the dashboard based on the suggestions, refining both the visualizations and filtering features. On May 29, Sir Marvin assigned me to create an attendance monitoring system for city service employees. I began outlining the system's structure and key features. Finally, on May 30, I updated the web application by adding a feature that allowed users to choose whether to store, clean, or deport specific JAFS (Just A Few Stock) items, which gave more flexibility in inventory management.

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TRNEE'S SIGNATURE

## DAILY JOURNAL

### IMPORTANT INFORMATION

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DATE	Week 7 (June 2 – June 8, 2025)	AREA ASSIGNMENT	STMicroelectronics
TASK	OPS 1 Assy	SHIFT/TIME	8:00 AM - 5:30

On June 2, I focused on refining and improving the Power BI dashboard, particularly by updating the scoring collecting item data directly from the storage room to ensure that the digital records reflected the actual on-hand inventory. One of the main challenges I encountered was the rapid movement of items in and out of storage, which made it difficult to capture real-time data accurately. This required extra attention and coordination to prevent inconsistencies between the physical and digital inventories.

On June 4, I discovered that the dataset currently used in the Power BI reports was outdated and no longer I implemented new validation features in the web application. These validations were added to various form inputs to prevent incorrect or incomplete submissions, thereby improving the overall data quality stored in the system. The changes helped minimize errors from user inputs, such as empty fields or invalid formats, and made the system more reliable and efficient for end users.

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TRAINEE'S SIGNATURE



Malayan Colleges Laguna  
A MAPUA SCHOOL

REVISION NO.: 00  
REVISION DATE: May 10, 2016

## DAILY JOURNAL

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DATE	Week 8 (June 9 – June 11, 2025)	AREA/ASSIGNMENT	STMicroelectronics
TASK	OPS 1 Assy	SHIFT/TIME	8:00 AM - 5:30

On June 2, I focused on refining and improving the Power BI dashboard, particularly by updating the scoring collecting item data directly from the storage room to ensure that the digital records reflected the actual on-hand inventory. One of the main challenges I encountered was the rapid movement of items in and out of storage, which made it difficult to capture real-time data accurately. This required extra attention and coordination to prevent inconsistencies between the physical and digital inventories.

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**TRINNEE'S SIGNATURE**

COPY: (1) STUDENT; (2) PRACTICUM ADVISER

**FORM OVPAA 030G**

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**Malayan Colleges Laguna**  
A MAPUA SCHOOL

REVISION NO.: 00  
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## DAILY JOURNAL

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DATE	Week 9 (June 11 2025)	AREA/ASSIGNMENT	STMicroelectronics
TASK	OPS 1 Assy	SHIFT/TIME	8:00 AM - 5:30

On June 11, I focused on aligning the structure of the newly updated inventory dataset with the existing Power BI report. This involved reviewing both the schema and data relationships to ensure that the new fields would integrate seamlessly without breaking any existing measures or visuals. I adjusted several queries and DAX calculations to accommodate the revised data format, ensuring that all metrics remained consistent and accurate.

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## DAILY JOURNAL

### IMPORTANT INFORMATION

- INCLUDE TASK ASSIGNMENTS OR MOVEMENTS, REFLECTION ON THE DAY'S NEW LEARNING, ACCOMPLISHMENT, CHALLENGES FACED AND HOW YOU RESPONDED, OBSERVATIONS AND RECOMMENDATIONS ON THE IMPROVEMENT OF SYSTEMS / OPERATION / MANAGEMENT, ETC.
- SCANNED COPIES OF THIS FORM SHALL BE SUBMITTED ON A WEEKLY BASIS THROUGH APPROVED LMS.
- HARD COPIES OF THIS FORM SHOULD BE COMPILED AS PART OF THE STUDENT'S PORTFOLIO.

DATE	Week 10 (June 23 – June 27, 2025)	AREA ASSIGNMENT	STMicroelectronics
TASK	OPS 1 Assy	SHIFT/TIME	8:00 AM - 5:30

On June 23, I attempted to set an appointment with the automation team to deploy my project after completing a round of testing with my supervisor. However, the person I needed to meet with was not on-site. While waiting for a response, I continued testing my web application and encountered some bugs, which I promptly fixed and documented. I also finalized the Power BI graphs by adding filters, additional application On June 24, I made another attempt to connect with the automation team, but still received no response. In the meantime, I deployed the project locally by using the IP address of the desktop and opened a specific port to allow internal access to the application. During this process, I ran into issues when disabling debug mode particularly with uploaded presentation files, which could not be downloaded or scanned properly. I began investigating possible solutions and noted that improvements in file handling and storage setup would be necessary.

On June 27, I continued improving the application by fixing bugs in the capture table feature. I also resolved an issue with populating the year field, which required checking specific results tied to queries related to traffic enforcers. This helped ensure that the correct data would appear dynamically based on the context of the report or user input.

an issue with populating the year field, which required checking specific results tied to queries related to



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## DAILY JOURNAL

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DATE	July 1-4 (Week 11)	AREA ASSIGNMENT	STMicroelectronics
TASK	OPS 1 Assembly	SHIFT/TIME	8:00 AM - 5:30

The beginning of July kicked off with a concentrated effort on data management and system improvements. On July 1st, we spent the morning collecting and encoding JAFS magazine data from the storage room, meticulously barcoding each item into an Excel sheet. In the afternoon, we presented our project to our supervisor, receiving valuable feedback that would guide our next steps.

July 2nd was dedicated to refining the data based on that feedback. We discovered and corrected incorrect descriptions for several JAFS magazines, cleaning up the description table and updating the Power BI dashboard by removing an unnecessary package description field. With the data cleaned and verified, we proceeded with a mass upload of all collected records into the system. On July 3rd, we encountered and addressed issues with the CSV file mass upload function, adjusting the logic to ensure data entries aligned with business requirements. I also joined Ms. Armie in the storage room to collect additional gas inventory data, which was then accurately encoded into the system.

July 4th focused on user interface and data processing enhancements. We added a successful upload pop-up message to the gas inventory system for better user feedback. In Excel, we created a filter to summarize city service records within a 15-day window, streamlining tracking. The Power BI report was also improved with adjusted titles and headings for enhanced readability. After reporting our progress to the supervisor, we continued the extensive task of encoding magazine data from rack 2 to rack 333, and made further adjustments to the mass upload function to ensure smoother and more accurate uploads.



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REVISION NO.: 00  
REVISION DATE: May 10, 2016

## DAILY JOURNAL

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  - SCANNED COPIES OF THIS FORM SHALL BE SUBMITTED ON A WEEKLY BASIS THROUGH APPROVED LMS.
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DATE	July 7-11 (Week 12)	AREA ASSIGNMENT	STMicroelectronics
TASK	OPS1 Assembly	SHIFT/TIME	8:00 AM - 5:30

Over the past week, a significant amount of effort was dedicated to refining the JAFS inventory system and enhancing Power BI functionalities. On July 7th, the primary focus was on bug fixes within the JAFS inventory, specifically addressing issues with the submit and edit buttons. Concurrently, the Power BI data source was updated, transitioning from a local source to a shared Excel file to improve accessibility and collaboration. The following day, July 8th, marked the completion of data gathering testing for the JAFS inventory. User testing was then conducted with Ms. Issa and Ms. Armie, which proved fruitful in identifying bugs within the filtered section of the landing page. July 9th involved creating a report and further updating Power BI. Several bugs discovered during the previous day's testing were addressed and fixed. Subsequently, the Power BI report was deployed using a premium account facilitated by Ms. Jeaner. On July 10th, the PowerPoint report was presented to your supervisor, leading to valuable feedback to make it less technical and more objective- and results-oriented. During testing of the inventory system, Ms. Issa identified a data discrepancy, prompting an immediate debugging effort to ensure data integrity. The system was also tested with industrial gas users, providing an opportunity to train them on its functionality. Finally, July 11th saw the revision of the PowerPoint presentation based on the feedback received. A new bug emerged related to inputting unregistered magazines, specifically when barcodes were not used. A new bug emerged related to inputting unregistered magazines, specifically when barcodes were not used.

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## Appendix G

### DTR

NAME OF STUDENT				NAME OF HOST COMPANY/DEPARTMENT ASSIGNED TO			
MONTH		Marco Allen A. Gianaar		MONTH		STMicroelectronics Inc.	
DATE	TIME-IN	TIME-OUT	TOTAL HOURS	DATE	TIME-IN	TIME-OUT	TOTAL HOURS
1				1			
2				2	8:00 AM	5:30 PM	8.5
3				3			
4				4			
5				5	8:00 AM	5:30 PM	8.5
6				6	8:00 AM	5:30 PM	8.5
7				7	8:00 AM	5:30 PM	8.5
8				8	8:00 AM	5:30 PM	8.5
9				9	8:00 AM	5:30 PM	8.5
10				10			
11				11			
12				12			
13				13	8:00 AM	5:30 PM	8.5
14				14	8:00 AM	5:30 PM	8.5
15				15	8:00 AM	5:30 PM	8.5
16				16	8:00 AM	5:30 PM	8.5
17				17			
18				18			
19				19			
20				20			
21				21			
22	8:00 AM	5:30 PM	8.5	22			
23	8:00 AM	5:30 PM	8.5	23			
24	8:00 AM	5:30 PM	8.5	24			
25				25			
26				26	8:00 AM	5:30 PM	8.5
27				27	8:00 AM	5:30 PM	8.5
28	8:00 AM	5:30 PM	8.5	28	8:00 AM	5:30 PM	8.5
29	8:00 AM	5:30 PM	8.5	29	8:00 AM	5:30 PM	8.5
30	8:00 AM	5:30 PM	8.5	30	8:00 AM	5:30 PM	8.5
31				31			

VERIFIED BY: *Marco Allen A. Gianaar* 09-Jan-2015  
 Signature over printed name of Practicum Supervisor Date

COPY: (1) STUDENT, (2) HOST COMPANY, (3) PRACTICUM ADVISER

\* To be validated once a week by the Practicum Adviser/ Coordinator  
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### DAILY TIME RECORD\*

REVISION NO. 00  
REVISION DATE: May 10, 2016

NAME OF STUDENT		Marco Allen A. Ganan			NAME OF HOST COMPANY/DEPARTMENT ASSIGNED TO		STMicroelectronics Inc.		
MONTH		June			MONTH		JULY		
DATE	TIME-IN	TIME-OUT	TOTAL HOURS	MGR/SPVSR INITIALS	DATE	TIME-IN	TIME-OUT	TOTAL HOURS	MGR/SPVSR INITIALS
1					1	8:00 AM	5:30 PM	8.5	
2	8:00 AM	5:30 PM	8.5		2	8:00 AM	5:30 PM	8.5	
3					3	8:00 AM	5:30 PM	8.5	
4	8:00 AM	5:30 PM	8.5		4	8:00 AM	5:30 PM	8.5	
5					5				
6					6				
7					7	8:00 AM	5:30 PM	8.5	
8					8	8:00 AM	5:30 PM	8.5	
9					9				
10					10				
11	8:00 AM	5:30 PM	8.5		11				
12					12				
13					13				
14					14				
15					15				
16	8:00 AM	5:30 PM	8.5		16				
17	8:00 AM	5:30 PM	8.5		17				
18	8:00 AM	5:30 PM	8.5		18				
19					19				
20					20				
21					21				
22					22				
23	8:00 AM	5:30 PM	8.5		23				
24	8:00 AM	5:30 PM	8.5		24				
25					25				
26	8:00 AM	5:30 PM	8.5		26				
27	8:00 AM	5:30 PM	8.5		27				
28					28				
29					29				
30					30				
31					31				

VERIFIED BY

Lily Venjorde A.

09-jun-2015  
Date

Signature over printed name of Practicum Supervisor

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