



CMPE 30213 On-The-Job Training 2 (200 hours)

STUDENT’S WEEKLY REPORT ON ACTIVITIES

Name of Student: HADJISAID, JEHAN L.
Company Name: LexMeet, Inc.
Company Address: Unit 608 6th Floor AIC Burgundy Tower Condominium, ADB Ave., Ortigas Center, Pasig City
OJT Adviser/s: Engr. Julian Lorico

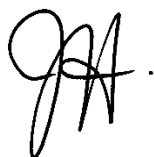
WEEK 1 (Aug 8-12, 2022)

DAY	ACTIVITIES
August 8, 2022 (Monday)	Intern's Day-end Report (Jehan Hadjisaid): A) List of Task Pending: <ul style="list-style-type: none">React Native TODO app B) List of Task Accomplished (Put percentage for each task): <ul style="list-style-type: none">Environment Setup (100%)Apply to LexMeet as IT Intern (100%)Orientation via Zoom (100%)React Native Environment setup (100%) C) List of Task for Tomorrow: <ul style="list-style-type: none">TODO app D) Other Matters: None E) For Approvals or Discussion: None
August 9, 2022 (Tuesday)	Intern's Day-end Report (Jehan Hadjisaid): A) List of Task Pending: <ul style="list-style-type: none">TODO appInternship Documents B) List of Task Accomplished (Put percentage for each task): <ul style="list-style-type: none">Environment Setup (100%)LexMeet Orientation Internship (2pm) (100%)Read ReactJs (100%)Introduce yourself, answer questions (100%)Like and Follow LexMeet Accounts (100%)Watched 3 videos on LexMeet YT Channel (100%)Sign-up LexMeet Web App (100%)Download LexMeet mobile app (100%) C) List of Task for Tomorrow: <ul style="list-style-type: none">TODO appInternship Documents D) Other Matters: None E) For Approvals or Discussion: None
August 10, 2022 (Wednesday)	Intern's Day-end Report (Jehan Hadjisaid): A) List of Task Pending: <ul style="list-style-type: none">TODO appInternship Documents B) List of Task Accomplished (Put percentage for each task): <ul style="list-style-type: none">Environment Setup (100%)LexMeet Orientation Internship (2pm) (100%)



	<ul style="list-style-type: none">• Read ReactJs (100%)• Introduce yourself, answer questions (100%)• Like and Follow LexMeet Accounts (100%)• Watched 3 videos on LexMeet YT Channel (100%)• Sign-up LexMeet Web App (100%)• Download LexMeet mobile app (100%) <p>C) List of Task for Tomorrow:</p> <ul style="list-style-type: none">• TODO app• Internship Documents <p>D) Other Matters: None</p> <p>E) For Approvals or Discussion: None</p>
August 11, 2022 (Thursday)	<p>Intern's Day-end Report (Jehan Hadjisaïd):</p> <p>A) List of Task Pending:</p> <ul style="list-style-type: none">• Task: LexWeb Home Neutral Frontend• Documents Notary <p>B) List of Task Accomplished (Put percentage for each task):</p> <ul style="list-style-type: none">• TODO App (100%)• Read more React Native Guide/Docs (100%)• Setup an account on GitLab (100%) <p>C) List of Task for Tomorrow:</p> <ul style="list-style-type: none">• Task: LexWeb Home Neutral Frontend• Documents Notary• Explore GitLab <p>D) Other Matters: None</p> <p>E) For Approvals or Discussion: None</p>
August 12, 2022 (Friday)	<p>Intern's Day-end Report (Jehan Hadjisaïd):</p> <p>A) List of Task Pending:</p> <ul style="list-style-type: none">• Task: LexWeb Home Neutral Frontend• Documents to be submitted in LexMeet <p>B) List of Task Accomplished (Put percentage for each task):</p> <ul style="list-style-type: none">• Notorized the documents (100%)• Read more React Native Guide/Docs (100%)• Read Gitlab documentation(100%)• Read Bootstrap typography(100%)• Read more React Tutorial w3school (100%) <p>C) List of Task for Tomorrow:</p> <ul style="list-style-type: none">• Task: LexWeb Home Neutral Frontend <p>D) Other Matters: None</p> <p>E) For Approvals or Discussion: None</p>

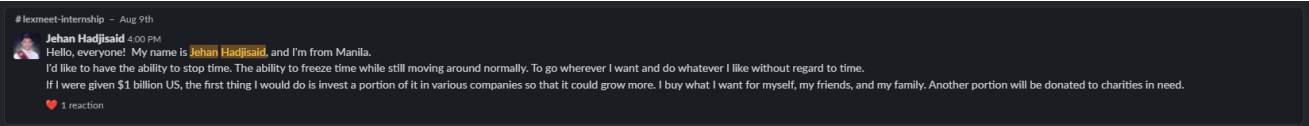
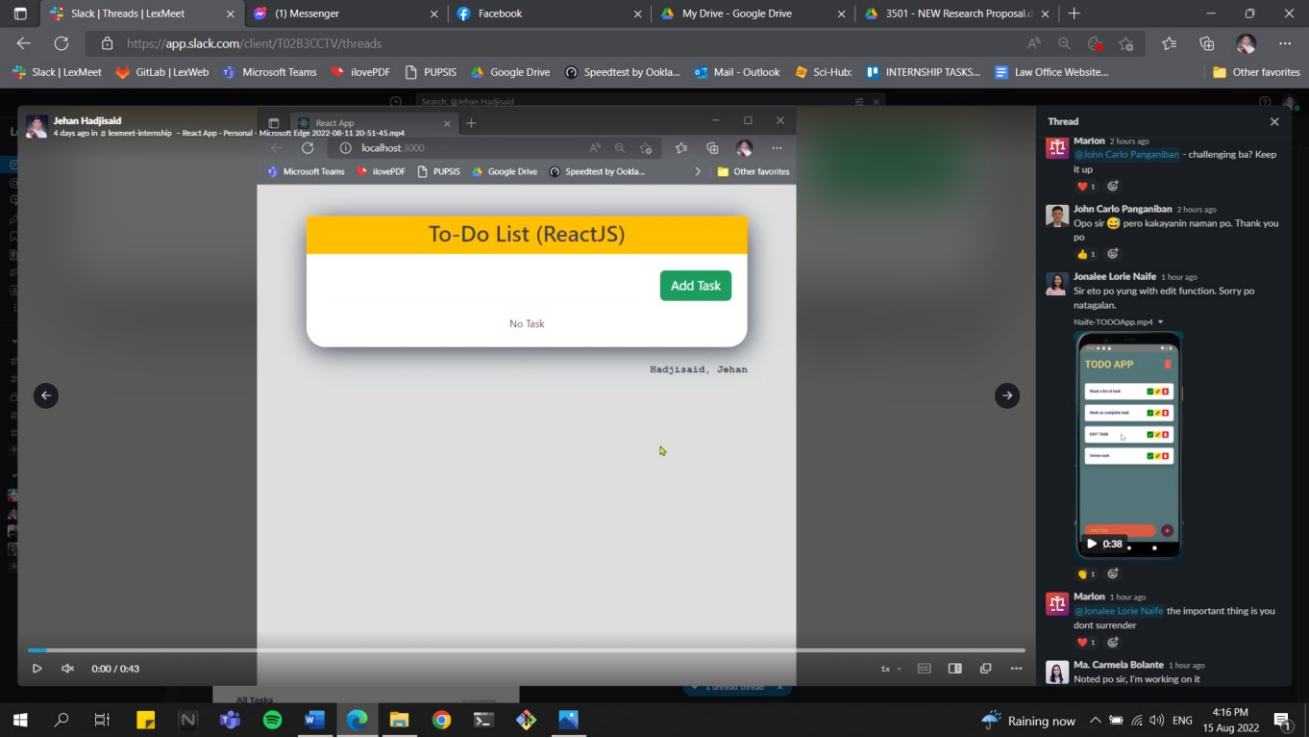
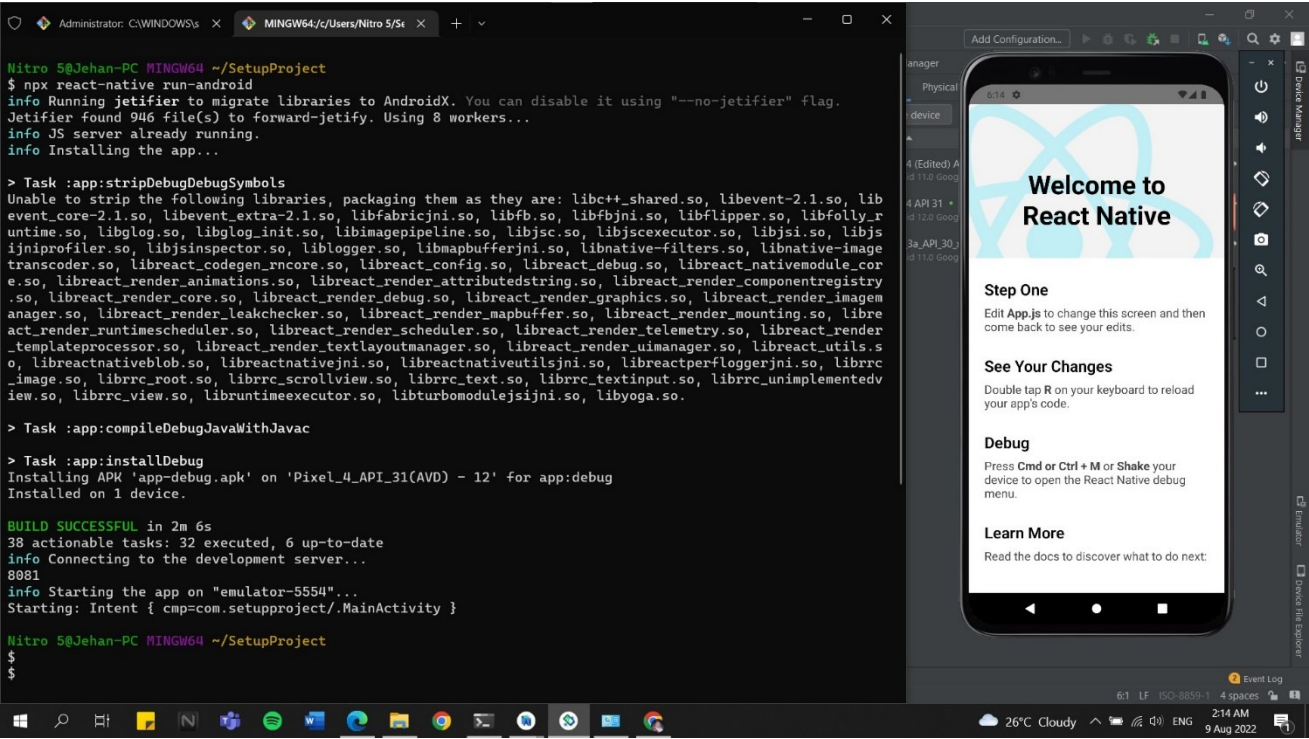
Prepared By:



HADJISAID, JEHAN L.
Trainee/ Student

Verified and Certified By:

ATTY. MARLON P. VALDERAMA
President, CEO
LexMeet, Inc.



Slack | Threads | LexMeet

Messenger

Facebook

Law Office Website Design 3 - Home (Neutral)

https://trello.com/c/aHZDpKVz/262-law-office-website-design-3-home-neutral

Slack | LexMeet | GitLab | LexWeb | Microsoft Teams | ilovePDF | PUPIS | Google Drive | Speedtest by Ookla... | Mail - Outlook | Sci-Hub | INTERNSHIP TASKS... | Law Office Website...

Trello

Workspaces | Recent | Starred | Templates | Create

NEW Board | INTERNSHIP TASKS

REFERENCE

BOARD GUIDE: PLEASE READ FIRST

LexMeet Zoom Meeting Room

REFERENCES

How to use this board - Read First

+

Add a card

TO DO

Product

+

Add a card

Law Office Website Design 3 - Home (Neutral)

in list TO DO

Members

Labels

Content Writing/Text

FRONT END

IMAGE/GRAPHICS

Description

A website for male lawyers or group of male lawyers

Attachments

(Draft 2) Home Page Revised.jpg

law updates revision.png

Add to card

Members

Labels

Checklist

Dates

Attachment

Location

Custom Fields

Power-Ups

Automation

WEB APP UI/UX SUGGESTIONS

[Veneration, Marielle Frances A.] - Suggestions for Client

Marzan, Michael Angelo P. - Suggestions for Client Home Page and Consult Page

Cahucum, Carlo L. - Suggestions in dashboard and consult section (Client)

[Garde, Julius] LexMeet Modules

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Add a card

MOBILE APP SUGGESTIONS

GUINTO, Jul Home Tab, &

LIM, Paula N Scheduling Dashboard Consultation

LLORCA, JDI Consult Page Logs (Mobile Page (Web

[Isip, Rejean UI/UX impro

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Add a card


CONSENT FORM

We, **Jehan L. Hadjisaid and Junaid S. Hadji Said**, hereby execute this Consent Form allowing my son/ daughter to undergo on-the-job training/ practicum for a minimum of 250 hours beginning August 15, 2022 until September 13, 2022 at **LexMeet, Inc.** with office address at **Unit 608 6th Floor AIC Burgundy Tower Condominium, ADB Ave., Ortigas Center, Pasig City** in partial fulfillment of the requirement for the **On-the-job Training 2**.

We are aware that the immediate superior within the company will take all the necessary precautions to keep the students safe. On-the-Job Training supervisors will also be there to periodically monitor the performance and safety of the students.

We execute this Consent Form in accordance with our free will, realizing the benefits that the student-trainee shall obtain from the said on-the-job training/ practicum.


Hadjisaid, Jehan L.
(Name and Signature of Student-Trainee)


Hadji Said, Junaid S.
(Name and Signature of Parent/ Guardian)

REPUBLIC OF THE PHILIPPINES)

CITY OF MANILA) S.S.


Subscribed and sworn to before me, this AUG 12 2022 at MANILA, Philippines, affiants exhibiting valid proofs of their identity as follows:

Name	ID No.	Issued at/on

They acknowledged to me that the foregoing Consent Form was executed in accordance with their own free will.

Doc. No. 172
Page No. 36
Book No. 1711
Series of 2022

NOTARY PUBLIC


ATTY. HENRY D. ADASA
NOTARY PUBLIC CITY OF MANILA
NOTARIAL COMMISSION 2020-091 / 12/31/2022 Manila
RDP NO. 178598 - 01/03/2022, PASIG
PTC NO. 0061197 - 01/09/2022 MLA
ROLL NO. 25679, TIN. 177-528-620
MCLE COMPL. NO. VA-0000165 5/26/2019 Valid April 14, 2025
URBAN DECA HOMES MANILA, B-2, UNIT 355, TONDO, MLA. (20)

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INTERNSHIP AGREEMENT

I, **Jehan L. Hadjisaid**, with the consent of my parent/guardian, **Junaid S. Hadji Said**, a BS Computer Engineering student of **POLYTECHNIC UNIVERSITY OF THE PHILIPPINES**, with principal address at Anonas St., Sta. Mesa, Manila, hereinafter referred to as "UNIVERSITY", as part of the school curriculum or academic requirement voluntarily agrees to undergo On-the-Job Training (OJT)/Internship Program at the **LexMeet, Inc.** with office address at **Unit 608, 6th Floor AIC Burgundy Tower Condominium, ADB Ave., Ortigas Center, Pasig City**, hereinafter referred to as "COMPANY". The On-the-Job Training (OJT)/Internship Program shall start on August 15, 2022, and ends on September 13, 2022, is covered by the following terms and conditions:

1. The duration of the program shall be equivalent to at least **200 hours** unless otherwise agreed upon by the parties.
2. The OJT shall be held within the COMPANY premises and I am required to remain within the premises for a maximum of 8 hours between 8:00 am to 5:00 pm, Mondays to Fridays only.
3. I shall be fully accountable to the Department Manager or his/her designated representative under whom I will be trained.
4. I shall abide by all the policies and procedures of the COMPANY in the duration of my training.
5. I shall submit a **Medical Certificate** indicating that I am in good health and emotionally fit. The Medical Certificate shall be based on a physical and psychological examination conducted, or certified by the Department of Health (DOH) accredited clinics and hospitals. I shall also submit other related medical examination requirements by the COMPANY, if any. (See Annex "A")
6. I am fully aware of the **internship plan** developed by the COMPANY and the UNIVERSITY specifying the goals and objectives of the On-the-Job Training (OJT)/Internship Program. (See Annex "B")
7. I shall exercise extreme care and diligence in any work or task assigned to me.
8. I will submit a **Journal of Internship**, as may be required by the COMPANY, reflecting on the approved internship plan, my experiences describing the internship activities, any problem/s encountered, and my reflections on the internship experience to the Internship Coordinator.
9. I fully acknowledge that the COMPANY shall not be duty-bound to pay costs nor any form of remuneration or compensation for such.
10. I am fully aware that my training is not a guarantee of my immediate or eventual employment at the COMPANY as the latter reserves the right to select its employees in accordance to its established hiring and recruitment policies and procedures.
11. I, together with my parents/guardian shall be responsible for any and all loss, damage, injury, expense, proceeding, demand, cost, claim, suit or liability incurred by me arising from my own omission or gross negligence in the performance of my duties and functions while under training except such loss, damage, injury, expense, proceeding, demand, cost, claim, suit or liability which may arise by reason of the negligent act or omission of the COMPANY, its officers, employees, representatives or agents.

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12. I am fully aware that, should I, in the course of my training, accidentally or deliberately cause damage to any property or resources owned and operated by or for the COMPANY, i.e., equipment, machine, apparatus, paraphernalia, device and other similar procedure thereof, I shall be held responsible for the same and shall therefore pay for the cost of its repairs or replacement, whichever is necessary to restore the property into full operations.
13. I shall treat in strictest confidence and shall not disclose any confidential information and related documentation concerning the COMPANY, in whatever form provided, and cannot use any confidential information or data from the COMPANY to create intellectual property without the express written approval of the latter. I shall take all necessary precautions to prevent any unauthorized disclosure or use of such confidential information by third parties. Confidential information refers to all information including, without limitation, a compilation, program, device, method, system, technique or process possessed by, or developed for the COMPANY that is not publicly known, and which information the latter seeks to protect from disclosure to its existing or potential competitors and other third parties. This also includes information received by the COMPANY from other sources that latter has an obligation, express or implied, to treat as confidential.
14. I am aware that the COMPANY reserves the right to revoke, to terminate or to defer this training experience for purposes of preserving and maintaining the good image of the COMPANY.

AUG 12 2022

IN WITNESS WHEREOF, the parties hereby affix their signatures this ____ day of ____ 20__ at **MANILA**, Philippines.

MARLON VALDERAMA
President, CEO
LexMeet, Inc.

Junaid S. Hadji Said

(Name and Signature of
Parent/Guardian)

Jehan L. Hadjisaid

(Name and Signature of
Student-Trainee)

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ACKNOWLEDGMENT

Republic of the Philippines)
City of **MANILA** S.S.

AUG 12 2022

BEFORE ME, a Notary Public, for and in the City of **MANILA**, this ____ day of
____, 20__, personally appeared:

Valid Proof of Identity

Issued at/on

known to me to be the same persons who executed this instrument and acknowledged the same to me as their free and voluntary act and deed.

This document consists of three (3) pages including the page where this Acknowledgment is written, and the parties signed at the left margin of each and every page hereof.

WITNESS MY HAND AND SEAL on the place and date first above written.

Doc. No. **171**
Page No. **36**
Book No. **VIII**
Series of **2022**

Notary Public

ATTY. HENRY D. ADASA

NOTARY PUBLIC CITY OF MANILA

NOTARIAL COMMISSION: 2020-097 / 12/31/2022 Manila

REG. NO. 178580 - 03/03/2022, PASIG

REG. NO. 1801597 - 03/03/2022 MLA

REG. NO. 156620, TOL. 172-528-620

MILE COMPT. REG. NO. 6626/2019 Valid April 14, 2025
URBAN DELA HOMES MANILA, B-2, UNIT 355, TONDO, MLA. (20)