**LEARNING JOURNAL**

Name: RAVALO, KIMBERLY LOUISE M.\_\_\_\_\_\_

Date Started: FEBRUARY 25. 2025 .

Date Finished: FEBRUARY 30, 2025 .

Number of Hours: 32 HOURS .

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| **Department** | **Activity/Assigned Task** |
| Extension Services Cvsu-Imus Campus | * During my recent experience with technical equipment, I undertook several critical maintenance tasks to ensure optimal functionality. * I conducted a thorough cleaning and inspection of various hardware components, specifically focusing on the printer head and paper feed, prior to powering on the device. * Furthermore, I executed a transition of the Wi-Fi connection for the Raspberry Pi, switching it from one router to another * After a significant period of inactivity, I initiated the power-on sequence for the Paperazzi machine. * Lastly, I engaged in diagnosing and resolving various system and software errors. This involved a careful analysis of the error messages, followed by implementing corrective measures to restore the system's functionality. Through this process, I gained valuable insights into troubleshooting techniques and the importance of proactive maintenance in technical environments. |

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Name & Signature of Immediate Supervisor Name & Signature of Student Trainee

**LEARNING JOURNAL**

Name: RAVALO, KIMBERLY LOUISE M.\_\_\_\_\_ \_

Date Started: MARCH 3, 2025 .

Date Finished: MARCH 7, 2025 .

Number of Hours: 40 HOURS .

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| **Department** | **Activity/Assigned Task** |
| Extension Services Cvsu-Imus Campus | * I have updated the research paper to accurately reflect the recent system changes, test results, and enhancements. * In order to ensure the compatibility of the printing process, I switched the printer of the Paperazzi. * Subsequently, I finalized the research paper to prepare it for academic submission and presentation. * This comprehensive revision process ensures that the document meets both the current standards of my field and the expectations of the academic community. |

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Name & Signature of Immediate Supervisor Name & Signature of Student Trainee

**LEARNING JOURNAL**

Name: RAVALO, KIMBERLY LOUISE M.\_\_\_\_\_ \_

Date Started: MARCH 10, 2025 .

Date Finished: MARCH 14, 2025 .

Number of Hours: 40 HOURS .

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| **Department** | **Activity/Assigned Task** |
| Extension Services Cvsu-Imus Campus | * I have successfully completed the necessary forms required for participation in the Patent Search Training Workshop. * I am currently engaged in making modifications to the administrative side of the Paperazzi system. |

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Name & Signature of Immediate Supervisor Name & Signature of Student Trainee

**LEARNING JOURNAL**

Name: RAVALO, KIMBERLY LOUISE M.\_\_\_\_\_ \_

Date Started: MARCH 17, 2025 .

Date Finished: MARCH 21, 2025 .

Number of Hours: 40 HOURS .

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| **Department** | **Activity/Assigned Task** |
| Extension Services Cvsu-Imus Campus | * I created a comprehensive calendar on the whiteboard to help the team visualize upcoming deadlines, meetings, and important departmental events, making it easier for everyone to stay organized and on track. * I designed and implemented a document tracker tailored to the department’s needs, which streamlined the process of organizing files and managing submissions. This tracker significantly improved our ability to monitor document status and ensured nothing was overlooked. * I conceptualized and created a logo for the Sustainable Development Goals initiative, reflecting the core values and mission of the project. The logo has been well-received and is now used in various departmental communications and materials. |

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Name & Signature of Immediate Supervisor Name & Signature of Student Trainee

**LEARNING JOURNAL**

Name: RAVALO, KIMBERLY LOUISE M.\_\_\_\_\_ \_

Date Started: MARCH 24, 2025 .

Date Finished: MARCH 28, 2025 .

Number of Hours: 40 HOURS .

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| **Department** | **Activity/Assigned Task** |
| Extension Services Cvsu-Imus Campus | * I continued to develop and improve the Document Tracker, ensuring it became more efficient and user-friendly for the team’s evolving needs. * I finalized the Paperazzi Machine in preparation for the Patent Search Training Workshop, making sure it was fully operational and ready for demonstration. * I created a user manual video for the Machine, providing clear instructions and guidance to help users understand its features and operate it effectively. |

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Name & Signature of Immediate Supervisor Name & Signature of Student Trainee

**LEARNING JOURNAL**

Name: RAVALO, KIMBERLY LOUISE M.\_\_\_\_\_ \_

Date Started: MARCH 31, 2025 .

Date Finished: APRIL 4, 2025 .

Number of Hours: 40 HOURS .

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| **Department** | **Activity/Assigned Task** |
| Extension Services Cvsu-Imus Campus | * I attended the Patent Search Training Workshop held at Cavite State University – Indang Campus, where I gained valuable insights into the patent search process and its applications. * I conducted a patent search for the Paperazzi project, a coin-operated printing machine utilizing Raspberry Pi 3B, to ensure its originality and to support our efforts in pursuing intellectual property protection. |

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Name & Signature of Immediate Supervisor Name & Signature of Student Trainee

**LEARNING JOURNAL**

Name: RAVALO, KIMBERLY LOUISE M.\_\_\_\_\_ \_

Date Started: APRIL 7, 2025 .

Date Finished: APRIL 11, 2025 .

Number of Hours: 40 HOURS .

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| **Department** | **Activity/Assigned Task** |
| Extension Services Cvsu-Imus Campus | * I was assigned to create a logo for the Extension Office, ensuring the design captured the essence and mission of the office. * I provided assistance in various project-related activities as needed, contributing my skills and support wherever I could to help the team achieve its goals. |

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Name & Signature of Immediate Supervisor Name & Signature of Student Trainee

**LEARNING JOURNAL**

Name: RAVALO, KIMBERLY LOUISE M.\_\_\_\_\_ \_

Date Started: APRIL 28, 2025 .

Date Finished: MAY 2, 2025 .

Number of Hours: 40 HOURS .

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| **Department** | **Activity/Assigned Task** |
| Extension Services Cvsu-Imus Campus | * I researched data related to extension services to support the development of the website, gathering relevant information and resources to ensure the site’s content is accurate and comprehensive. * I installed the necessary applications and tools required for website development, setting up the technical foundation to facilitate a smooth and efficient workflow. |

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Name & Signature of Immediate Supervisor Name & Signature of Student Trainee

**LEARNING JOURNAL**

Name: RAVALO, KIMBERLY LOUISE M.\_\_\_\_\_ \_

Date Started: MAY 5, 2025 .

Date Finished: MAY 9, 2025 .

Number of Hours: 40 HOURS .

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| **Department** | **Activity/Assigned Task** |
| Extension Services Cvsu-Imus Campus | * I designed the user interface and user experience (UI/UX) for the E-Tracker System website, making sure the layout was both responsive and user-friendly to accommodate a wide range of users and devices. * I created the UI/UX design for the E-Tracker System mobile application, with a strong emphasis on accessibility and seamless navigation to provide users with an efficient experience while on the go. * I took charge of planning the overall development of the E-Tracker System, which involved breaking down the project into modules, allocating timelines for each phase, and identifying the necessary resources to ensure smooth execution. * I configured and set up the local SQL database environment to support the system’s data storage, management, and testing needs, laying a solid foundation for further development and reliability. |

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Name & Signature of Immediate Supervisor Name & Signature of Student Trainee

**LEARNING JOURNAL**

Name: RAVALO, KIMBERLY LOUISE M.\_\_\_\_\_ \_

Date Started: MAY 12, 2025 .

Date Finished: MAY 16, 2025 .

Number of Hours: 40 HOURS .

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| **Department** | **Activity/Assigned Task** |
| Extension Services Cvsu-Imus Campus | * I concentrated on developing the front end for the student side of the system, ensuring the interface was easy to use and visually appealing. * I worked on enhancing and finalizing the admin section’s front end, focusing on intuitive navigation and efficient management tools. * I designed and built the faculty side’s front end, aiming to provide a smooth and productive experience tailored to faculty requirements. * I coordinated with my team to keep the design and functionality consistent across all user interfaces. |

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Name & Signature of Immediate Supervisor Name & Signature of Student Trainee

**LEARNING JOURNAL**

Name: RAVALO, KIMBERLY LOUISE M.\_\_\_\_\_ \_

Date Started: MAY 19, 2025 .

Date Finished: MAY 23, 2025 .

Number of Hours: 40 HOURS .

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| **Department** | **Activity/Assigned Task** |
| Extension Services Cvsu-Imus Campus | * I concentrated on developing the front end for the student side of the system, ensuring the interface was easy to use and visually appealing. * I worked on enhancing and finalizing the admin section’s front end, focusing on intuitive navigation and efficient management tools. * I designed and built the faculty side’s front end, aiming to provide a smooth and productive experience tailored to faculty requirements. * I coordinated with my team to keep the design and functionality consistent across all user interfaces. |

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Name & Signature of Immediate Supervisor Name & Signature of Student Trainee

**LEARNING JOURNAL**

Name: RAVALO, KIMBERLY LOUISE M.\_\_\_\_\_ \_

Date Started: MAY 26, 2025 .

Date Finished: MAY 30, 2025 .

Number of Hours: 40 HOURS .

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| **Department** | **Activity/Assigned Task** |
| Extension Services Cvsu-Imus Campus | * I focused on integrating the backend with the front end for the student, admin, and faculty sections of the system, enabling real-time data exchange and dynamic content. * I worked on connecting API endpoints to the user interfaces, ensuring that data retrieval and submission were functioning smoothly across all modules. * I resolved integration issues and debugged errors that arose during the process, improving system reliability and performance. * I collaborated with my team to test core functionalities, making sure the backend and frontend components communicated effectively. |

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Name & Signature of Immediate Supervisor Name & Signature of Student Trainee

**LEARNING JOURNAL**

Name: RAVALO, KIMBERLY LOUISE M.\_\_\_\_\_ \_

Date Started: JUNE 2, 2025 .

Date Finished: JUNE 6, 2025 .

Number of Hours: 40 HOURS .

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| **Department** | **Activity/Assigned Task** |
| Extension Services Cvsu-Imus Campus | * I started working on developing new features and modules that were identified during the planning phase, such as notifications, reports, and user profile management. * I designed and implemented initial versions of these features, making sure they integrated smoothly with the existing system. * I collaborated with my team to gather feedback on these new modules and made adjustments to improve their functionality and user experience. |

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Name & Signature of Immediate Supervisor Name & Signature of Student Trainee