**Weekly Report Template** -

**Intern's Name**:

**Project/Projects**: [The project you are working on]

**Week of**: 2

**Summary of the Week**:

I performed tasks such as cleaning and structuring datasets, conducting statistical analysis, and creating visualizations to support project goals. Additionally, I contributed insights to guide decision-making processes within the project.

**Next Week's Goals**:

create wireframes for the microsite

Design custom charts, infographics, and other visual elements for the microsite.

Code out the backend – setup the server

**Challenges Encountered**:

As I delved into the data analysis project, grappling with missing data and incomplete instructions became a labyrinthine challenge. The absence of crucial information was akin to trying to assemble a puzzle with several vital pieces mysteriously absent.

**Need for Support or Additional Resources**:

what exactly is the backend server supposed to do?

What are the metrics that the backend server is going to be assessed against.

**Comments or Suggestions**:

Everything is well in place. I enjoyed the work experience because each challenge is a learning experience that adds to my analytical skills

**Scheduled Next Meeting**: [Date and time of your next scheduled meeting with your supervisor or team.]

**Signature of Intern**: [Your electronic signature]

**Signature of Supervisor**: [Your electronic signature]