**Weekly Accomplishment Report for April 1, 2024 to April 5, 2024**

Title: \_\_\_PC Troubleshooting/Programming \_\_\_ Inclusive Dates: \_\_\_April 1-5\_ \_   
Time In: \_\_8:00 A.M.\_\_ Time Out: \_\_5:00 P.M.\_ Total no. of Hours: \_\_44.5 \_\_\_\_

*Please classify activity/ies as Systems Analysis and Design (SAD), Programming, Systems Maintenance, System Testing, IT Documentation and Research, Web Design, Networking, PC Troubleshooting, System Implementation, IT Training and Meeting, and other IT-Related Activities.*

**04-01**

* Started development of the online library.
* Handled remote assistance of online tickets.

**04-02** *(overtime for 3 hours)*

* Went to Pampanga warehouse to upgrade existing desktop computers of employees.

**04-03**

* Installed software on company devices.

**04-04** *(overtime for 1hr and 30min)*

* Went to other Pasig warehouse to pick up printer for transfer to other warehouse office.

**04-05**

* Continued development of web-library.
* Formatted existing laptops for new hires.