
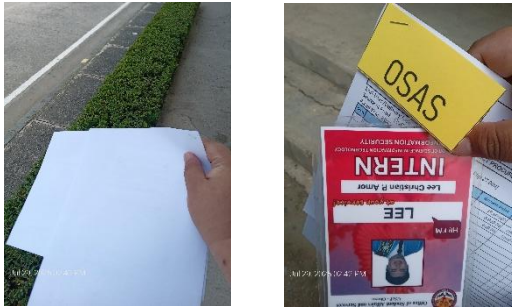


Lee Christian P. Amor

Week #: 6

June 28, 2025 – July 29, 2025

Date	Accomplishments	Evidence
July 28, 2025	<ul style="list-style-type: none">Executed assigned clerical tasks within designated office spaces.Processed essential On-the-Job Training (OJT) requirements for off-semester compliance.Engaged in a progress checking and discussion session with the HTE supervisor.Provided updates on the status and ongoing development of the system.	
July 29, 2025	<ul style="list-style-type: none">Two team members were stationed at the main OSAS office.Assisted in routing of documents across the university.Workflow and ERD revisions were addressed based on the HTE Supervisor's feedback.	



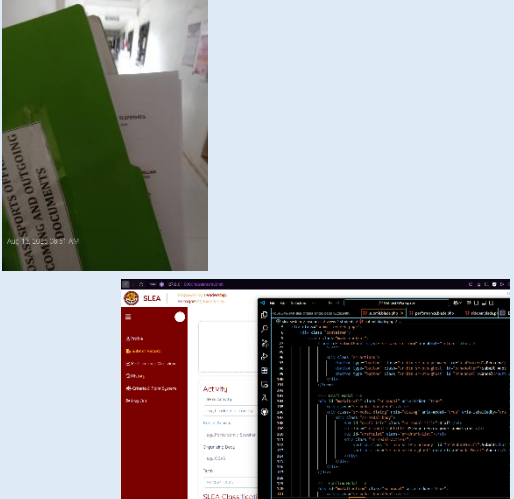
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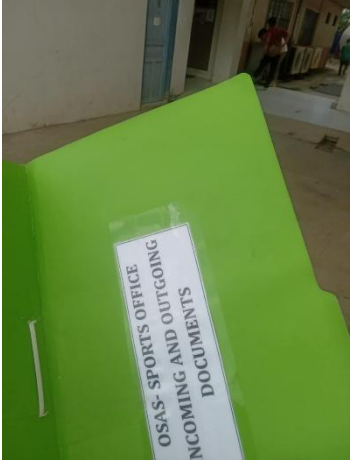
Ivan Rhay Jeferson C. Sapar
HTE Supervisor

Lee Christian P. Amor

Week #: 7

August 11, 2025 – August 14, 2025

Date	Accomplishments	Evidence
August 11, 2025	<ul style="list-style-type: none"> • completing clerical tasks in the main office and the sports office. • The team continued to revise the process workflow chart and the ERD. • Simultaneously, they developed the database, ensuring ERD changes were accurately reflected in the database structure 	
August 12, 2025	<ul style="list-style-type: none"> • Executed standard clerical tasks in both the Sports Office and the Main Office. • Began working on submission page for student views • Continued making necessary revisions to the Entity Relationship Diagram (ERD). 	
August 13, 2025	<ul style="list-style-type: none"> • Executed standard clerical tasks in both the Sports Office and the Main Office. • Continued working on submission page • The team discussed further revisions of the system based on the feedback provided by the HTE supervisor, ensuring the adjustments aligned with the expected requirements. 	

<p>August 14, 2025</p>	<ul style="list-style-type: none"> • Performed clerical tasks • Continued development of submission UI for students • In the afternoon, the team assisted in facilitating the campus tour and supported activities during Club Day 	
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Noted by:

Ivan Rhay Jeferson C. Sapar
HTE Supervisor

Lee Christian P. Amor

Week #: 8

August 18, 2025 – August 21, 2025

Date	Accomplishments	Evidence
August 18, 2025	<ul style="list-style-type: none">• completing clerical tasks in the main office• The team revised the prototype, continued the development of the database, and worked on the front-end design for the two system users. Is there anything else I can help you with?	
August 19, 2025	<ul style="list-style-type: none">• Executed standard clerical tasks in the Sports Office.• Assisted with preparations for the University Convocation.• Refining of the Submission page or students and starting to develop performance overview UI of students	 
August 20, 2025	<ul style="list-style-type: none">• In the morning, we assisted during the University Convocation and Orientation.• Performing clerical tasks in the afternoon• Continued working on performance Overview UI.	 

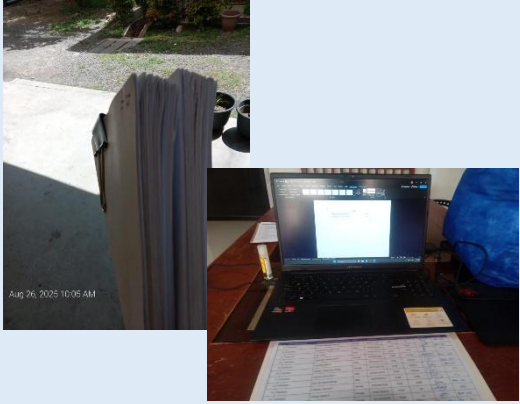
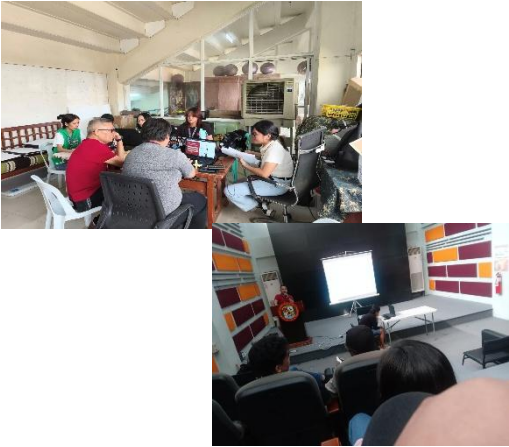

Noted by:

Ivan Rhay Jeferson C. Sapar
HTE Supervisor

Lee Christian P. Amor

Week #: 9

August 26, 2025 – August 28, 2025

Date	Accomplishments	Evidence
August 26, 2025	<ul style="list-style-type: none">• completing clerical tasks• started working on Criteria and Points section of the student views	
August 27, 2025	<ul style="list-style-type: none">• Executed standard clerical tasks in the Sports Office.• We experienced a surprise site visit from our OJT supervisor and presented our progress in the project• We underwent a session for psychological test interpretation	
August 28, 2025	<ul style="list-style-type: none">• Executed standard clerical tasks in the Main Office.• Routing documents to offices across the university• Posting Lost and Found notice in heavily trafficked areas	

Noted by:

Ivan Rhay Jeferson C. Sapar
HTE Supervisor