

DAILY JOURNAL

IMPORTANT INFORMATION

- INCLUDE TASK ASSIGNMENTS OR MOVEMENTS, REFLECTION ON THE DAY'S NEW LEARNING, ACCOMPLISHMENT, CHALLENGES FACED AND HOW YOU RESPONDED, OBSERVATIONS AND RECOMMENDATIONS ON THE IMPROVEMENT OF SYSTEMS / OPERATION / MANAGEMENT, ETC.
- SCANNED COPIES OF THIS FORM SHALL BE SUBMITTED ON A WEEKLY BASIS THROUGH APPROVED LMS.
- HARD COPIES OF THIS FORM SHOULD BE COMPILED AS PART OF THE STUDENT'S PORTFOLIO.

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| DATE | | AREA ASSIGNMENT | |
| TASK | | SHIFT/TIME | |

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TRAINEE'S SIGNATURE _____

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Malayan Colleges Laguna
A MAPÚA SCHOOL

REVISION NO.: 00
REVISION DATE: May 10, 2016

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