


On-Job-Training
Weekly Report

Name: JERON LUTHER E.S. CASTRO		Date: SEPT 2022
Agency: UNIVERSIDAD DE MANILA REGISTRAR		On-the-job Supervisor: MA'AM LOIDA PRIMAVERA
Inclusive Date: SEPT 1, 2, 5, 6, 7, 8, 9		Number of hours worked: 77 HOURS
<p>Briefly summarize work assignments completed this week (use additional sheets if necessary).</p> <p>After the layout of Registrar Ground, Upper Floor and Storage room. i used to make a website that will be connected to the Gmail with auto-emailing. This whole week I plan and make a flow of the website, the design, security, functions, responsiveness and take note the potential error of the website to avoid the huge error of the program.</p> <p>.</p>		

**On-Job-Training
Weekly Attendance**

Name: JERON LUTHE E.S. CASTRO		Company: UNIVERSIDAD DE MANILA (REGISTRAR)	
Name of Supervisor: MA'AM LOIDA PRIMAVERA		Inclusive Date: SEPT 2022	
Date/Day	Time	Time Out	Total Hours
MONDAY (SEPT 5)	6:30	6:10	11
TUESDAY (SEPT 6)	7:30	5:20	9
WEDNESDAY (SEPT 7)	6:12	5:40	11
THURSDAY (SEPT 1-8)	5:55 6:34	5:20 5:40	11 11
FRIDAY (SEPT 2-9)	7:10 6:22	6:25 5:10	11 10
SATURDAY			
Total Hours			77 HOURS
Signature of Supervisor	 MS. LOIDA J. PRIMAVERA University Registrar		

