

Official Time

Mon: _____
Tue: _____
Wed: _____
Thu: 8:00am - 4:00pm
Fri: 8:00am - 4:00pm
Sat: _____



Republic of the Philippines
QUEZON CITY UNIVERSITY
673 Quirino Highway San Bartolome, Novaliches, Quezon City

WEEKLY ACCOMPLISHMENT REPORT
(ON-THE-JOB TRAINING I)

1st Sem. S.Y. 2022-2023

Any alterations/erasures will consider null
and void unless with countersign of
immediate supervisor.

17

Week No.

Name : Vale, Justine Lyka

Course : Bachelor of Science in Information Technology Year : 4th

Company : Sto. Nino Parochial School

Training Period : From December 5, 2022 To December 11, 2022

| Date | Day | Regular Time | | Task Assigned and Completed | Total Hour/s | Overtime | | Total Hour/s | Grand Total | Remarks |
|---------------|-----|--------------|----------|---|--------------|----------|----------|--------------|-------------|---------|
| | | Time-In | Time-Out | | | Time-In | Time-Out | | | |
| Dec. 5, 2022 | MON | 8:00am | 4:00pm | | | | | | | |
| Dec. 6, 2022 | TUE | 8:00am | 4:00pm | | | | | | | |
| Dec. 7, 2022 | WED | 8:00am | 4:00pm | Organized pictures from 2016-2017, Fixed Speaker in Classroom | 8 hrs | | | | 8 hrs | |
| Dec. 8, 2022 | THU | 8:00am | 4:00pm | | | | | | | |
| Dec. 9, 2022 | FRI | 8:00am | 4:00pm | Encoded student files/ credentials from SY 2009-2020 | 8 hrs | | | | 8 hrs | |
| Dec. 10, 2022 | SAT | 8:00am | 4:00pm | | | | | | | |
| Dec. 11, 2022 | SUN | 8:00am | 4:00pm | | | | | | | |
| GRAND TOTAL | | | | | | | | | 16 hrs | |

Prepared by:

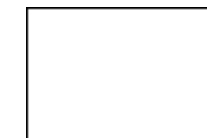
Approved by:

Recorded by:

Justine Lyka Vale
OJT Trainee
Date: 12/09/2022

Fredbert L. Acabal
ICT Staff
Date: 12/09/2022

Isagani M. Tano, PhD-ELM, DIT
OJT Adviser
Date:



Total Hours

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18

Week No.

Name : Vale, Justine Lyka

Course : Bachelor of Science in Information Technology Year : 4th

Company : Sto. Nino Parochial School

Training Period : From December 12, 2022 To December 18, 2022

| Date | Day | Regular Time | | Task Assigned and Completed | Total Hour/s | Overtime | | Total Hour/s | Grand Total | Remarks |
|---------------|-----|--------------|----------|---|--------------|----------|----------|--------------|-------------|---------|
| | | Time-In | Time-Out | | | Time-In | Time-Out | | | |
| Dec. 12, 2022 | MON | 8:00am | 4:00pm | | | | | | | |
| Dec. 13, 2022 | TUE | 8:00am | 4:00pm | | | | | | | |
| Dec. 14, 2022 | WED | 8:00am | 4:00pm | Organized pictures from 2016-2017 | 8 hrs | | | | 8 hrs | |
| Dec. 15, 2022 | THU | 8:00am | 4:00pm | Input Label in Envelope of Students Credentials | 8 hrs | | | | 8 hrs | |
| Dec. 16, 2022 | FRI | 8:00am | 4:00pm | Input Label in Envelope of Students Credentials | 8 hrs | | | | 8 hrs | |
| Dec. 17, 2022 | SAT | 8:00am | 4:00pm | | | | | | | |
| Dec. 18, 2022 | SUN | 8:00am | 4:00pm | | | | | | | |
| GRAND TOTAL | | | | | | | | | 24 hours | |

Prepared by:

Approved by:

Recorded by:

Justine Lyka Vale
OJT Trainee
Date: 12/09/2022

Fredbert L. Acabal
ICT Staff
Date: 12/09/2022

Isagani M. Tano, PhD-ELM, DIT
OJT Adviser
Date:



Total Hours