



Republic of the Philippines
CAVITE STATE UNIVERSITY
Don Severino de las Alas Campus
Indang, Cavite

COLLEGE OF ENGINEERING AND INFORMATION TECHNOLOGY

Daily Time Record

(Week No. 3 July 28, 2025 – August 1, 2025)

Student Intern Name: Elreen Aya A. De Guzman Program: BS Computer Science
Company / Organization: Department of Information Technology – CvSU Main
Department / Unit: CEIT Extension
Assigned: _____
Internship Role: Programmer Name of Supervisor: Ma'am Charlotte B. Carandang
Internship Duration: July 14, 2025 – August 23, 2025 Number of Required Hours: 240 hours

DATE	TIME-IN	BREAK DETAILS		TIME OUT	TOTAL HOURS	TASKS/ACTIVITIES	REMARKS
		START	END				
07/28/2025	9:00 AM	11:00 AM	12:00 PM	6:00 PM	8 hrs	Joined weekly meeting, created GitHub repo, developed and pushed Table 10 form	WFH
07/29/2025	9:00 AM	11:00 AM	12:00 PM	6:00 PM	8 hrs	Implemented and tested CSV export functionality for submitted form data	WFH
07/30/2025	1:00 PM	7:00 PM	9:00 PM	12:00 AM	8 hrs	Reviewed and revised the Entity Relationship Diagram (ERD) for three remaining tables	WFH
07/31/2025	5:00 PM	9:00 PM	10:00 PM	2:00 AM	8 hrs	Discovered and studied Django's Form Wizard to handle complex multi-step forms	WFH
08/01/2025	3:00 PM	7:00 PM	9:00 PM	2:00 AM	8 hrs	Created a Notion sprint tracker; delegated tasks to team members; continued studying Form Wizard	WFH

Prepared by:

Reviewed by:


ELREEN AYA A. DE GUZMAN
07/26/2025

GERAMI BENEDICTO

Total Hours: Subtract break time from the total working hours.

Remarks: Use this column to note delays, highlights, or additional notes on work status.