| **CTU – GINATILAN EXTENSION CAMPUS** | |
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|  | OJT Form 6  October 2012  Revision: 0 |

**DAILY/WEEKLY/MONTHLY PERFORMANCE REPORT**

| **Name of Student Trainee:** | | Princes Buagas | | |
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| **Course, Year & Major:** | | BIT-CT 4 | | |
| **Cooperating Agency:** | | Coredev Solutions Inc. | **Inclusive Date:** | **From**: February 17, 2025 |
| **Department Assigned:** | | Hardware Department | | **To**: February 21, 2025 |
| **Summary of Activities:** | |  | **Learning/Insights:** |  |
| **1.** Creating a brochure about cloud computing, as instructed by Sir June. After that, we will edit and update the CoreDev company profile, as instructed by Ma’am Rachle.  **2.** Continued editing the cloud computing brochure. Afterward, Ma’am Loschen instructed us to create a brochure for laptop products. Lastly, we revised the company profile and folded the hard copies of the brochures, as instructed by Ma’am Rachle.  **3.** Creating brochures for the Asus Notebook Vivobook Laptop products and UPS, as instructed by Ma'am Loschen.  **4.** Calculating the hardware products with VAT included and inputting the data into Excel. | | | This week’s task improved my design and editing skills. I also learned some practical skills related to calculating prices and handling data. I was tasked with calculating the price of hardware products including VAT (tax) and inputting the data into Excel. | |
| Prepared by:  \_\_\_\_\_\_\_PRINCES BUAGAS\_\_\_\_\_\_\_\_\_  **Student Signature over Printed Name** | | | | |
| **CA (Cooperating Agency) Remarks:** | | | | |
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| **OJT Chairman/Supervisor Remarks:** | | | | |
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