**INDIVIDUAL ACCOMPLISHMENT REPORT**

**For the Month of May 5 – 20, 2021**

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| --- | --- | --- |
| Name | **Seth Jasper O. Espinas** | |
| Position | Science Research Specialist II | |
| Laboratory/Section | Planning and Management Information System Division (PMISD) | |
| Project Title | ITDI Information Technology Capability Enhancement | |
| Nature of Participation | Staff | |
| Estimated Man-Hrs | 88 | |
| **MANAGEMENT (*if applicable*)** | | **Estimated Man-Hrs.** |
| * User testing for both Cashier and Accounting systems * Cashier and Accounting Demo | | 8 |
| **SUB TOTAL** | | **8** |
| **INVOLVEMENT IN THE PROJECT** | | **Estimated Man-Hrs.** |  |
| **Modifications made for Accounting Module:**   * Order of Payment Module   + Added pre-filled value for “to-pay” field   + Follow up on requested changes by Accounting     - Bulk OP     - Refresh feature on Services list     - Pre-fill Service type on Trust Fund choice     - Add ITDI Bank account on Order of Payment print   + Fix payment type for print | | 30 |  |
| **Modifications made for Cashier Module**   * MIRDC – Generic Transaction Controller for Official Receipt Module   + Finished view action   + Finished print action   + Finished OTC option   + Testing * Technical Services Controller   + Fixed date bug on print   + Fixed error on prod   + Follow up on requested changes by Cashier     - Changes requested on print OR | | 30 |  |
| **Assistance in different systems**   * **Document Tracking**   + Assisted in creating queries   + Assisted in creating modals   + Assisted in data presentation in views * **HRIS**   + Assisted in query and data processing in Controller | | 20 |  |
| **SUB TOTAL** | | **80** |  |
| **ATTENDANCE** | | **GRAND TOTAL** |
| Total No. of Working Days: | | 11 |
| Total No. of Leaves/Absences: | | 0 |
| Total No. of Days Reported: | | 11 |
| Total No. of Man-Hours: | | **88** |

**SETH JASPER O. ESPINAS JOSE MARI B. MANALO DR. ZORAYDA V. ANG**

*SRS II, Planning and Management Supervising SRS, Planning and Management Chief, Planning and Management*

*Information System Division Information System Division Information System Division*

**INSIGHTS:** Areas of concern you would like to bring to attention to top management related to division's functions