

	Pamantasan ng Lungsod ng Valenzuela <b>OJT WEEKLY PROGRESS REPORT</b>	Document No.: CEIT-OJTF-004 Number of Pages: 1
College:	College of Engineering and Information Technology	Revised: 10/17/2025

**Name of Intern:** HAVANA, RUSSEL G.      **Course/Student No.:** BSIT / 22-3118  
**Name of Company:** NORTHGATE TECHNOLOGIES INC.  
**Company Address:** 59 Tinagan Street, San Jose Quezon City. Philippines 1115  
**Site Internship Supervisor:** Mr. Carl Jayvie Manatad

Accomplish in computerized format. Submit this document to your OJT Coordinator at the end of each week. May add additional sheets if necessary. Indicate "N/A" if not applicable.

DATE	DAY	TIME IN	TIME OUT	LOCATION	ACTIVITIES
October 13, 2025	Monday	6:55A M	6:00P M	59 Tinagan Street, San Jose Quezon City. Philippines 1115	Early in the day, we started doing QA on the LDS Desktop 320 units. However, since there were a lot of 320s, we were only able to finish 110 units on the first day. We conducted a physical check and inspected the BIOS to verify that the specifications matched accurately with the Sales Order we had. After finishing with the LDS units, we proceeded to work on the 43-inch Digital Signage for Jollibee. We inserted some images to test the display quality, as these units are intended for advance stock.
October 14, 2025	Tuesday	7:05A M	5:00P M	59 Tinagan Street, San Jose Quezon City. Philippines 1115	Continuing our work on the LDS units, we spent the whole day checking the BIOS of the LDS desktops and were able to complete 120 units. We also labeled the previously tested LDS desktops.
October 15, 2025	Wednesday				Have Classes (PLV)
October 16, 2025	Thursday	7:10A M	6:00P M	59 Tinagan Street, San Jose Quezon City. Philippines 1115	We conducted quality checks on Vertiv UPS units (650VA and 1KVA) for Jollibee's advance stocks. We also worked on 43-inch and 49-inch digital signages, where we inserted images for Jollibee as well. In addition, we set up and hashed several Asus ExpertBook laptops (LT3) to prepare them for stock.
October 17, 2025	Friday	7:05A M	6:00P M	59 Tinagan Street, San Jose	Today, we conducted a quality check on Vertiv UPS units (650VA and 1KVA) intended for Jollibee's advance stocks. We also worked on

<b>Student Intern:</b> (Signature over printed name)	HAVANA, RUSSEL G.
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				Quezon City, Philippines 1115	43-inch digital signages for Jollibee. Lastly, we set up and installed a hard drive for a Digital Video Recorder (DVR) used for CCTV systems. Sir Carl taught us how to properly install and configure the device, and afterward, we performed hands-on practice to ensure we understood the process correctly.
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<b>Student Intern:</b> (Signature over printed name)	 HAVANA, RUSSEL G.
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