**Work Accomplished Summary (Joshua Gardiner):**

* On-Going Assistance (enduring): Duties as knowledge management technician for the Knowledge Management Cell (DSK) at Air Force Global Strike Command (AFGSC) at Barksdale Air Force Base (AFB), Louisiana, on contract FA6800-20-F-0001, Option Year Two.
* Served as Scrum master/developer for new MPF Ticketing System/Dashboard in joint venture/project between DSK KM and 2BW. Tasks accomplished include:
  + Designed branching strategy using Git/GitHub for the code repository. Developer based branches that include all features per developer.
  + Re-created SharePoint list from initial SPO dashboard prototype in new DattaBase SP framework solution.
  + Formatted UI on buttons with icons such as “Create” for submitting new tickets and “Templates” for uploading re-usable document templates on Navigation and Sub-navigation bars respectively.
  + Added a Templates-upload feature where admins can add re-usable template documents such as PDF/Word forms and Excel spreadsheets to SharePoint document library upon button-click. Upload prompt includes features such as view, edit, and delete documents from library.
* Migrated SharePoint A5/C-NC3 site for A5/8 SharePoint site to the A5/8 sited nest under DSK SPO environment. The original site created in SharePoint 2013 was recreated with all relevant documents and pages moved over to recreate banners and buttons with new information tabs added to update to the latest site standards.
* Troubleshot custom SAPR ERA site for CSS for inability of users to register.
  + When a user clicked the registration button, the registering prompt would spin for hours without returning back to the dashboard with the user registered. This forced the user to refresh page and they would remain unregistered.
  + Custom group being used for attendees was added to permissions group of SAPR site with contribute access privileges. Currently awaiting feedback confirming fix.
* Assisted with creating PowerPoint slide for the MPF Sprint 1 demo. Created slides that included table of contents, targets met, and general purpose of joint project between 2BW. Assisted with identifying talking points for both the slides and speech.

**Travel Forecast:**  None planned for June 2021.

**Invoiced Labor for this month (including Contract Access Fee):** $XXX