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

* On-Going Assistance (enduring): Duties as knowledge management technician 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.
* Pushed out the new ERA (Event Registration Application) SharePoint app Airforce wide into production.
* Documented and reviewed Installation and User guides for ERA
* Assisted with the planning for a new Quad View to be used by the 8th Bomb Wing
* Took user feedback for ERA to use in future modifications to the app.
* Troubleshot and walked through several first time users installing and using ERA
* Learned Power Apps for future development with regards to upcoming project relating to the CSS (Command Staff Support) group.

**Travel Forecast:**  None planned for February 2021 (coronavirus travel ban).

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