

Franz Ronin M. Manrique

4th Year BSIT Practicum

Summary Report

A. The process of finding the practicum placement.

The endorsement for applying for the Civil Aviation Authority of the Philippines was offered by my relatives and hinted my application to Engr. Abelardo D. Sore works for the DOTr in CAAP. The letter was later forwarded to Engr. Sore which then delivered to the least high position in the agency, which was Deputy Director General of Operations, Captain Edgardo G. Diaz. The application was acknowledged by the office which gave me an offer to take an internship at the Management Information System Division under Mr. Bret Michael S. Dumaraos.

B. Working in the organization/company.

The work environment inside a government-based facility requires strict and proper decorum. Since the Civil Aviation Authority of the Philippines main office is a high-profile agency, they maintain strict and cautious security. The workspace inside the Management Information System Division (MISD) is almost the same with any other IT Companies, they focus on applying IT practices for the entire infrastructure such as networking, hosting websites, technical support, etc. They focus on assisting every office especially when it encounters both hardware and software issues that hinders their working tasks. Most employees of MISD are very friendly to one another as if they treat each other as friends and partners which boosts the working morale.

C. Work Schedule

The Human Resources Management Division offered my schedule to work 8 hours a day from 8am to 5pm, but they also accepted my suggestion to work from 7am to 4pm was also acknowledged as long as I work a total of 8 hours every day.

D. Most Memorable Practicum Moment

My most unforgettable practicum scenario was when I was involved in an important meeting to showcase the current project load to the Deputy Director General of Operation's office. An additional moment was when I became part of the technical team to assist the Board Meeting together with Undersecretary Jaime Bautista, DOTr.

E. Difficulties encountered and solutions made.

One certain issue that we regularly encounter is the lack of materials to assess and resolve program errors since most bugs of the system are hard to find its solution online so we had to brainstorm particular strategies to solve every tiniest details of the error.