

DAILY STAFF TIMESHEET:**Staff name:** Joseph Nyello Maiko**Supervisor:** Devota S. Mkwawa (PICTO)**Date:** 29th May 2024

Time	Task	Outcome
07:30 - 08:30	Troubleshooting power supply problems to Madam Rukia's desktop.	The problem was resolved successfully.
08:30 - 09:00	Assisting Mr Biswalo with internet connectivity and printer configurations.	The internet was connected and the printer was connected successfully.
09:00 - 09:30	Troubleshooting the internet connectivity to Mr Songoro's laptop.	The internet was connected successfully.
09:30 - 10:00	Assisting Mr Mkyandika with adding the financial details to the Red River Valley Investment Company Limited company project.	The financing details were updated successfully.
10:00 - 11:00	Assisting the Takims Holidays Tours & Safari Ltd with generating of project application control number.	The activity is ongoing.
11:00 - 13:00	Troubleshooting the network problems on the TIC-HQ link.	The network Switch was changed.
13:00 - 14:00	LUNCH	
14:00 - 15:30	Attending the meeting between CRDB and TIC concerning the development of the TIW internal system.	The meeting minutes were captured successfully.
15:30 - 17:00	Preparing a report for the recent updates that have been made to the GePG system, Evaluation system and Onestop shop system.	The report was completed and the document was submitted to the ICTM.
17:00 - 17:30	Performing a database backup to the 192.168.2.40 (ATTACHMENT-SERVER) server systems.	The database was backed up successfully.

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