From: Jane Kraus

Company: PNC Bank

To: Rakesh Maheshwari

Laurel Miller

Subject: Semi-Monthly Status Report

Period: 06/26/17 – 07/07/17

Hours worked to Date: 232 hours

Accomplishments for 06/26/17 – 07/07/17

* I met with both someone from the business side and the technology side about the data archiving project. We began to discuss options and I further researched what we discussed.
* I have analyzed BSA forum results and have started to put them into a PowerPoint. I have also assisted with logistics for BSA forum.
* I attended different PNC town halls and other meetings to learn what is going on in technology and the organization itself.

Goals for 07/10/17 – 07/21/17

* I will begin analyzing options for data archive project by doing research and meeting with subject matter experts.
* Prepare for BSA forum by practicing presentation and meeting with BSA forum team to make sure everything is ready.
* Continue learning the layout of the organization and meeting different employees. I want to learn as much about PNC as possible and the financial industry.

Issues for 06/26/17 – 07/07/17

* I am unfamiliar with data archiving so I need to learn more on the subject before I can provide valuable input.
* I am trying to figure out the best way to present my findings for the BSA forum. I want the results to be clear and useful.