From: Jane Kraus

Company: PNC Bank

To: Rakesh Maheshwari

Laurel Miller

Subject: Semi-Monthly Status Report

Period: 05/30/17 – 06/09/17

Hours worked to Date: 72 hours

Accomplishments for 05/30/17 – 06/09/17

* Learned to layout and structure of MIS Finance at PNC. Met with all managers of General Ledger,
* Began to work with different mnemonics
* Created excel spreadsheet to know
* Met with Trish Schurcko to learn about the BSA forum and the objectives. Trish explained how she wanted to involve me in the forum and what my role would be

Goals for 05/30/17 – 06/09/17

* Analyze BSA pre-forum survey results
* Analyze different project options Hari gave to me and choose an option I would like to work on. The options included assistance with a database upgrade or a business case for an archiving project.

Issues for 05/30/17 – 06/09/17

* Gaining security access to different mnemonics
* Understanding which managers and teams are in charge of different subject areas