**From:** Shannon Horgan

**Company:** RSM

**To:** Katie Cummings, Laurel Miller

**Subject:** Semi-Monthly Status Report

**Period:** *07/01/19*-*07/18/19*

**Hours worked to Date:** 160

**Accomplishments for *07/01/19*-*07/18/19:***

**1)** During the past two weeks of my internship I had the opportunity to work on an intercompany allocation schedule within NetSuite. I had done this once before but was able to work more independently this time. It was my job to allocate revenue and expenses from a parent company to one of their subsidiaries. To do this I created multiple automated journal entries within NetSuite.

**2)** This past week I had the opportunity to sit in a fiscal year-end meeting with the NetSuite team. RSM’s fiscal year ended in June, and we sat with the regional leader of the Technology Consulting practice. I listened as they spoke about growth and the goals that they had met during the past year. They spoke about they direction they hoped to be going in the future years. I was excited to hear that RSM’s consulting practice was growing at a greater rate than the Tax and Audit practices. This made me feel I have chosen an exciting career path that is at the forefront of a changing industry.

**3)** This past week RSM invited all their interns to a *LinkedIn* lunch and learn. We sat and listened as a speaker explained how to be successful on this business networking platform. She spoke about the importance of having a professional online presence. We were told what to include in our resumes and what type of profile picture we should upload. She also explained the importance of posting regularly to you LinkedIn- this generates traffic to your profile. At the end we were given the opportunity to network with out fellow interns and add them as LinkedIn connections.

**Goals for *07/22/19*-*07/25/19*:**

**1)** I hope to complete the NetSuite Essentials training within the next week. I have three videos left to finish watching. I also hope to go back and work on a few NetSuite exercises that have been provided to me.

**2)** Over the next few weeks I hope to learn more about NetSuite functionality. I hope to learn how to create fields, forms, lists, and subtabs. The NetSuite team will be going live with many of their implementations next week. After that, I hope to see how they begin the implementation process with new clients.

**3)** I have been assigned the task of researching potential NetSuite clients in the Philadelphia area. I have been given a list of over 700 companies in the life-science industry to research. I will have to analyze financial statements to find revenues, assets, and other important financial data. This data will help RSM to determine if they are legitimate leads. I will complete this is my free time.

**Issues:**

**1)** This past week has been a slower week for the company. I have not been given as many tasks to work on. I hope this changes in the future.

**2)** I was excited to meet with fellow interns at our lunch and learn event. I do not often get to connect with them- I am the only intern in my department. I hope I get more opportunities like this.

**3)** My assigned mentor will be on vacation next week. She has given me a new mentor to work with- I hope I will get the opportunity to work on exciting tasks.