



Central Ohio Chapter

Electronic Systems Tech Apprenticeship Program

Monthly OJT Report

Work Processes For: Month: _____ Year: _____

Apprentice: _____

Trade: _____ Level: _____

Employer: _____

- A. Prepare for system installation _____
- B. Wire buildings _____
- C. Trim _____
- D. Install components _____
- E. Program – configure systems _____
- F. Testing, troubleshooting, and debugging _____
- G. Train users _____
- H. Maintenance and repair _____
- I. Miscellaneous _____

Total This Month: _____

Total To Date: _____

Supervisor Signature: _____ Date: _____

Apprentice Signature: _____ Date: _____

