

## DAILY ACTIVITIES

Name : Sweiney

Student Number : 2021020030

Department : Food and Beverage Management

| No. | Day       | Date            | Section     | Activities                                                                                                                                  | Sign (By Hotel)                                                                       | Note |
|-----|-----------|-----------------|-------------|---------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|------|
| 1.  | Monday    | 6 January 20225 | Orientation | Contract signing accompanied by a brief introduction to the hotel environment.                                                              |    |      |
| 2.  | Tuesday   | 7 January 2025  | Orientation | Overview of the various divisions within the hotel, hotel tour, and fitting of attire according to each outlet.                             |    |      |
| 3.  | Wednesday | 8 January 2025  | Pantry      | Briefing before open restaurant, serving as a runner and learning about the dishes.                                                         |   |      |
| 4.  | Thursday  | 9 January 2025  | Pantry      | Briefing before open restaurant, serving as a runner, learning about the dishes and learning how to make basic tea.                         |  |      |
| 5.  | Friday    | 10 January 2025 | Pantry      | Briefing before open restaurant, serving as a runner, learning about the dishes, learning how to make basic tea and how to cut peking duck. |  |      |
| 6.  | Monday    | 13 January 2025 | Floor       | Briefing before open restaurant, memorizing table layouts, table set up. and clear up                                                       |  |      |
| 7.  | Tuesday   | 14 January 2025 | Floor       | Briefing before open restaurant, memorizing table layouts, table set up, pouring tea and water, clear up.                                   |  |      |

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| 8.  | Saturday  | 18 January 2025 | Floor | Briefing before open restaurant, memorizing table layouts, table set up, pouring tea and water, clear up.                                                    |    |  |
| 9.  | Sunday    | 19 January 2025 | Floor | Briefing before open restaurant, table layouts, table set up, pouring tea and water, serving food and clear up.                                              |                                                                                       |  |
| 10. | Monday    | 20 January 2025 | Floor | Briefing before open restaurant, table layouts, table set up, pouring tea and water, serving food, clear up, cutting peking duck, and closing.               |    |  |
| 11. | Wednesday | 22 January 2025 | Floor | Briefing before open restaurant, table layouts, table set up, pouring tea and water, serving food, clear up, cutting peking duck, FSMS Orientation, closing. |    |  |
| 12. | Thursday  | 23 January 2025 | Floor | Briefing before open restaurant, table layouts, table set up, pouring tea and water, serving food, clear up, cutting peking duck, Trainee meeting, closing.  |   |  |
| 13. | Sunday    | 26 January 2025 | Floor | Briefing before open restaurant, table layouts, table set up, pouring tea and water, serving food, clear up, cutting peking duck, closing.                   |  |  |
| 14. | Monday    | 27 January 2025 | Floor | Briefing before open restaurant, table layouts, table set up, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing. |  |  |

|     |           |                 |       |                                                                                                                                                                      |                                                                                       |  |
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| 15. | Thursday  | 30 January 2025 | Floor | Opening, table set up, briefing before open restaurant, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.               |    |  |
| 16. | Friday    | 31 January 2025 | Floor | Opening, table set up, briefing before open restaurant, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.               |    |  |
| 17. | Saturday  | 1 February 2025 | Floor | Briefing before open restaurant, table set up, pouring tea and water, serving food, clear up, serving beverages, cutting peking duck, closing.                       |    |  |
| 18. | Sunday    | 2 February 2025 | Floor | Briefing before open restaurant, table set up, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.                        |    |  |
| 19. | Tuesday   | 4 February 2025 | Floor | Briefing before open restaurant, table set up, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.                        |   |  |
| 20. | Wednesday | 5 February 2025 | Floor | Briefing before open restaurant, table set up, taking beverage order, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing. |  |  |
| 21. | Thursday  | 6 February 2025 | Floor | Briefing before open restaurant, table set up, taking beverage order, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing. |  |  |

|     |           |                  |        |                                                                                                                                                                                                            |                                                                                       |  |
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| 22. | Saturday  | 8 February 2025  | Floor  | Briefing before open restaurant, table set up, taking beverage order, presentation food, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.                    |    |  |
| 23. | Monday    | 10 February 2025 | Floor  | Opening, table set up, briefing before open restaurant, taking beverage order, presentation food, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.           |    |  |
| 24. | Tuesday   | 11 February 2025 | Floor  | Briefing before open restaurant, table set up, taking beverage order, taking food order, presentation food, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing. |    |  |
| 25. | Wednesday | 12 February 2025 | Floor  | Briefing before open restaurant, table set up, taking beverage order, taking food order, presentation food, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing. |    |  |
| 26. | Saturday  | 15 February 2025 | Pantry | Briefing before open restaurant, serving as a runner, clear up dirty plates to the steward, making tea and juice orders.                                                                                   |  |  |
| 27. | Sunday    | 16 February 2025 | Floor  | Briefing before open restaurant, table set up, taking beverage order, taking food order, presentation food,                                                                                                |  |  |

|     |           |                  |       |                                                                                                                                                                                                                                                                                                               |                                                                                      |  |
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| 28. | Wednesday | 19 February 2025 | Floor | <p>pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.</p> <p>Opening, table set up, briefing before open restaurant, taking beverage order, presentation food, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.</p> |   |  |
| 29. | Thursday  | 20 February 2025 | Floor | <p>Tea presentation at briefing, table set up, taking beverage order, taking food order, presentation food, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.</p>                                                                                                |   |  |
| 30. | Friday    | 21 February 2025 | Floor | <p>Briefing before open restaurant, table set up, taking beverage order, taking food order, presentation food, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, Trainee Meeting, closing.</p>                                                                            |   |  |
| 31. | Saturday  | 22 February 2025 | Floor | <p>Briefing before open restaurant, table set up, taking beverage order, taking food order, presentation food, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.</p>                                                                                             |   |  |
| 32. | Sunday    | 23 February 2025 | Floor | <p>Briefing before open restaurant, table set up, taking beverage order, taking food order, presentation food,</p>                                                                                                                                                                                            |  |  |

|     |           |                  |       |                                                                                                                                                                                                                                                                                                               |                                                                                     |  |
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| 33. | Tuesday   | 25 February 2025 | Floor | <p>pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.</p> <p>Opening, table set up, briefing before open restaurant, taking beverage order, presentation food, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.</p> |  |  |
| 34. | Wednesday | 26 February 2025 | Floor | <p>Briefing before open restaurant, table set up, taking beverage order, taking food order, presentation food, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, Pursuit Excellence II, closing.</p>                                                                      |  |  |
| 35. | Thursday  | 27 February 2025 | Floor | <p>Briefing before open restaurant, table set up, taking beverage order, taking food order, presentation food, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.</p>                                                                                             |  |  |
| 36. | Sunday    | 2 March 2025     | Floor | <p>Opening, table set up, briefing before open restaurant, taking beverage order, presentation food, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.</p>                                                                                                       |  |  |
| 37. | Monday    | 2 March 2025     | Floor | <p>Briefing before open restaurant, table set up, taking beverage order, taking food order, presentation food,</p>                                                                                                                                                                                            |  |  |

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| 38. | Wednesday | 5 March 2025  | Floor       | pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.<br>Opening, table set up, briefing before open restaurant, taking beverage order, presentation food, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing. |  |  |
| 39. | Thursday  | 6 March 2025  | Floor, Room | Briefing before open restaurant, table set up, taking beverage order, taking food order, presentation food, handling room, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.                                                                          |  |  |
| 40. | Friday    | 7 March 2025  | Floor       | Briefing before open restaurant, table set up, taking beverage order, taking food order, presentation food, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.                                                                                         |  |  |
| 41. | Saturday  | 8 March 2025  | Floor       | Briefing before open restaurant, table set up, taking beverage order, taking food order, presentation food, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.                                                                                         |  |  |
| 42. | Wednesday | 12 March 2025 | Floor       | Opening, table set up, briefing before open restaurant, taking beverage order, presentation food, pouring tea and                                                                                                                                                                                  |  |  |

|     |           |               |       |                                                                                                                                                                                                                                                                                                      |                                                                                       |  |
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| 43. | Thursday  | 13 March 2025 | Floor | <p>water, serving food, clear up, serving beverage, cutting peking duck, closing.</p> <p>Tea presentation at briefing, table set up, taking beverage order, taking food order, presentation food, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.</p> |    |  |
| 44. | Friday    | 14 March 2025 | Floor | <p>Briefing before open restaurant, table set up, taking beverage order, taking food order, presentation food, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.</p>                                                                                    |    |  |
| 45. | Saturday  | 15 March 2025 | Floor | <p>Briefing before open restaurant, table set up, taking beverage order, taking food order, presentation food, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.</p>                                                                                    |    |  |
| 46. | Sunday    | 16 March 2025 | Floor | <p>Briefing before open restaurant, table set up, taking beverage order, taking food order, presentation food, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.</p>                                                                                    |    |  |
| 47. | Wednesday | 19 March 2025 | Floor | <p>Briefing before open restaurant, table set up, taking beverage order, taking food order, presentation food,</p>                                                                                                                                                                                   |  |  |

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| 48. | Friday    | 21 March 2025 | Pantry | pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.<br>Briefing before open restaurant, serving as a runner, clear up dirty plates to the steward, making tea and juice orders, Trainee Meeting. |   |  |
| 49. | Saturday  | 22 March 2025 | Floor  | Briefing before open restaurant, table set up, taking beverage order, taking food order, presentation food, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.                                  |   |  |
| 50. | Monday    | 24 March 2025 | Floor  | Briefing before open restaurant, table set up, taking beverage order, taking food order, presentation food, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.                                  |   |  |
| 51. | Tuesday   | 25 March 2025 | Floor  | Briefing before open restaurant, table set up, taking beverage order, taking food order, presentation food, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, Pursuit Excellence II, closing.           |   |  |
| 52. | Wednesday | 26 March 2025 | Pantry | Briefing before open restaurant, serving as a runner, clear up dirty plates to the steward, making tea and juice orders.                                                                                                                    |  |  |

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| 53. | Saturday | 29 March 2025 | Floor | Briefing before open restaurant, table set up, taking beverage order, taking food order, presentation food, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing. |    |  |
| 54. | Monday   | 31 March 2025 | Floor | Opening, table set up, briefing before open restaurant, taking beverage order, presentation food, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.           |    |  |
| 55. | Thursday | 3 April 2025  | Floor | Opening, table set up, briefing before open restaurant, taking beverage order, presentation food, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.           |    |  |
| 56. | Friday   | 4 April 2025  | Floor | Briefing before open restaurant, table set up, taking beverage order, taking food order, presentation food, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing. |   |  |
| 57. | Saturday | 5 April 2025  | Floor | Briefing before open restaurant, table set up, taking beverage order, taking food order, presentation food, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing. |  |  |

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| 58. | Monday   | 7 April 2025  | Floor       | Opening, table set up, briefing before open restaurant, taking beverage order, presentation food, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.                          |   |  |
| 59. | Tuesday  | 8 April 2025  | Floor, Room | Briefing before open restaurant, table set up, taking beverage order, taking food order, presentation food, handling room, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing. |   |  |
| 60. | Thursday | 10 April 2025 | Floor       | Opening, table set up, briefing before open restaurant, taking beverage order, presentation food, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.                          |   |  |
| 61. | Saturday | 12 April 2025 | Floor       | Opening, table set up, briefing before open restaurant, taking beverage order, presentation food, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.                          |   |  |
| 62. | Sunday   | 13 April 2025 | Floor, Room | Briefing before open restaurant, table set up, taking beverage order, taking food order, presentation food, handling room, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing. |  |  |

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| 63. | Tuesday   | 15 April 2025 | Floor       | Opening, table set up, briefing before open restaurant, taking beverage order, presentation food, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.                                   |    |  |
| 64. | Wednesday | 16 April 2025 | Floor       | Briefing before open restaurant, table set up, taking beverage order, taking food order, presentation food, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.                         |    |  |
| 65. | Thursday  | 17 April 2025 | Floor       | Briefing before open restaurant, table set up, taking beverage order, taking food order, presentation food, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.                         |    |  |
| 66. | Friday    | 18 April 2025 | Floor       | Briefing before open restaurant, table set up, taking beverage order, taking food order, presentation food, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.                         |    |  |
| 67. | Monday    | 21 April 2025 | Floor, Room | Opening, table set up, briefing before open restaurant, taking beverage order, taking food order, presentation food, handling room, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing. |  |  |

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| 68. | Tuesday  | 22 April 2025 | Floor, Room | Briefing before open restaurant, table set up, taking beverage order, taking food order, presentation food, handling room, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing. |    |  |
| 69. | Thursday | 24 April 2025 | Floor       | Opening, table set up, briefing before open restaurant, taking beverage order, taking food order, presentation food, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.       |    |  |
| 70. | Friday   | 25 April 2025 | Floor       | Briefing before open restaurant, table set up, taking beverage order, taking food order, presentation food, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.                |    |  |
| 71. | Sunday   | 27 April 2025 | Floor       | Opening, table set up, briefing before open restaurant, taking beverage order, taking food order, presentation food, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.       |   |  |
| 72. | Monday   | 28 April 2025 | Floor       | Briefing before open restaurant, table set up, taking beverage order, taking food order, presentation food, input order, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.   |  |  |

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| 73. | Tuesday  | 29 April 2025 | Floor, Room | Briefing before open restaurant, table set up, taking beverage order, taking food order, presentation food, handling room, input order, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.           |  |  |
| 74. | Thursday | 1 May 2025    | Floor, Room | Opening, table set up, briefing before open restaurant, taking beverage order, taking food order, presentation food, handling room, input order, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.  |  |  |
| 75. | Friday   | 2 May 2025    | Casier      | Processing transactions using the POS system, calculating total sales and recording revenue from various services and products, conducting daily financial closings to ensure that all transactions are accounted for and reconciled accurately. |  |  |
| 76. | Saturday | 3 May 2025    | Floor, Room | Briefing before open restaurant, table set up, taking beverage order, taking food order, presentation food, handling room, input order, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.           |  |  |

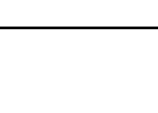
|     |           |            |        |                                                                                                                                                                                                                                                  |                                                                                     |  |
|-----|-----------|------------|--------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|--|
| 77. | Monday    | 5 May 2025 | Casier | Processing transactions using the POS system, calculating total sales and recording revenue from various services and products, conducting daily financial closings to ensure that all transactions are accounted for and reconciled accurately. |  |  |
| 78. | Tuesday   | 6 May 2025 | Casier | Processing transactions using the POS system, calculating total sales and recording revenue from various services and products, conducting daily financial closings to ensure that all transactions are accounted for and reconciled accurately. |  |  |
| 79. | Wednesday | 7 May 2025 | Casier | Processing transactions using the POS system, calculating total sales and recording revenue from various services and products, conducting daily financial closings to ensure that all transactions are accounted for and reconciled accurately. |  |  |
| 80. | Thursday  | 8 May 2025 | Casier | Processing transactions using the POS system, calculating total sales and recording revenue from various services and products, conducting daily financial closings to ensure that all transactions are accounted for and reconciled accurately. |  |  |

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| 81. | Sunday    | 11 May 2025 | Floor | Opening, table set up, briefing before open restaurant, taking beverage order, taking food order, presentation food, input order, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.                  |    |  |
| 82. | Monday    | 12 May 2025 | Floor | Briefing before open restaurant, table set up, taking beverage order, taking food order, presentation food, input order, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.                           |    |  |
| 83. | Tuesday   | 13 May 2025 | Floor | Taking beverage order, taking food order, presentation food, input order, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck,                                                                                   |    |  |
| 84. | Wednesday | 14 May 2025 | Floor | Taking beverage order, taking food order, presentation food, input order, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck,                                                                                   |   |  |
| 85. | Friday    | 16 May 2025 | Floor | Opening, table set up, briefing before open restaurant, taking beverage order, taking food order, presentation food, input order, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, Trainee Meeting, closing. |  |  |
| 86. | Sunday    | 18 May 2025 | Floor | Opening, table set up, briefing before open restaurant, taking beverage order, taking food order, presentation                                                                                                                                    |                                                                                       |  |

|     |          |             |       |                                                                                                                                                                                                                                                                                                                                                         |                                                                                       |  |
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| 87. | Monday   | 19 May 2025 | Floor | <p>food, input order, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.</p> <p>Briefing before open restaurant, table set up, taking beverage order, taking food order, presentation food, input order, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.</p> |    |  |
| 88. | Tuesday  | 20 May 2025 | Floor | <p>Briefing before open restaurant, table set up, taking beverage order, taking food order, presentation food, input order, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.</p>                                                                                                                          |    |  |
| 89. | Friday   | 23 May 2025 | Floor | <p>Opening, table set up, briefing before open restaurant, taking beverage order, taking food order, presentation food, input order, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.</p>                                                                                                                 |    |  |
| 90. | Saturday | 24 May 2025 | Floor | <p>Briefing before open restaurant, table set up, taking beverage order, taking food order, presentation food, input order, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.</p>                                                                                                                          |   |  |
| 91. | Sunday   | 25 May 2025 | Floor | <p>Opening, table set up, briefing before open restaurant, taking beverage order, taking food order, presentation</p>                                                                                                                                                                                                                                   |  |  |

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| 92. | Tuesday   | 27 May 2025 | Hostess | <p>food, input order, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.</p> <p>Serving guests, escort guests to the table, changing menu, inputting number of the guest who will be visiting into the reservation.</p> |    |  |
| 93. | Wednesday | 28 May 2025 | Hostess | <p>Serving guests, escort guests to the table, changing menu, inputting number of the guest who will be visiting into the reservation.</p>                                                                                                                          |    |  |
| 94. | Friday    | 30 May 2025 | Floor   | <p>Opening, table set up, briefing before open restaurant, taking beverage order, taking food order, presentation food, input order, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.</p>                             |    |  |
| 95. | Saturday  | 31 May 2025 | Floor   | <p>Briefing before open restaurant, table set up, taking beverage order, taking food order, presentation food, input order, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.</p>                                      |   |  |
| 96. | Sunday    | 1 June 2025 | Floor   | <p>Briefing before open restaurant, table set up, taking beverage order, taking food order, presentation food, input order, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.</p>                                      |  |  |

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| 97.  | Monday    | 2 June 2025 | Hostess | Serving guests, escort guests to the table, changing menu, inputting number of the guest who will be visiting into the reservation.                                                                                              |    |  |
| 98.  | Wednesday | 4 June 2025 | Floor   | Briefing before open restaurant, table set up, taking beverage order, taking food order, presentation food, input order, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing.          |    |  |
| 99.  | Thursday  | 5 June 2025 | Hostess | Serving guests, escort guests to the table, changing menu, inputting number of the guest who will be visiting into the reservation.                                                                                              |    |  |
| 100. | Saturday  | 7 June 2025 | Floor   | Opening, table set up, briefing before open restaurant, taking beverage order, taking food order, presentation food, input order, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing. |   |  |
| 101. | Sunday    | 8 June 2025 | Floor   | Opening, table set up, briefing before open restaurant, taking beverage order, taking food order, presentation food, input order, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing. |  |  |
| 102. | Monday    | 9 June 2025 | Floor   | Taking beverage order, taking food order, presentation food, input order, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck.                                                                  |  |  |

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| 103. | Tuesday  | 10 June 2025 | Floor   | Opening, table set up, briefing before open restaurant, taking beverage order, taking food order, presentation food, input order, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing. |    |  |
| 104. | Friday   | 13 June 2025 | Floor   | Opening, table set up, briefing before open restaurant, taking beverage order, taking food order, presentation food, input order, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing. |    |  |
| 105. | Saturday | 14 June 2025 | Hostess | Serving guests, escort guests to the table, changing menu, inputting number of the guest who will be visiting into the reservation.                                                                                              |    |  |
| 106. | Sunday   | 15 June 2025 | Floor   | Taking beverage order, taking food order, presentation food, input order, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck.                                                                  |    |  |
| 107. | Monday   | 16 June 2025 | Floor   | Opening, table set up, briefing before open restaurant, taking beverage order, taking food order, presentation food, input order, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, closing. |  |  |
| 108. | Tuesday  | 17 June 2025 | Hostess | Serving guests, escort guests to the table, changing menu, inputting number of the guest who will be visiting into the reservation.                                                                                              |  |  |

|      |           |              |         |                                                                                                                                                                                                                                                   |                                                                                       |  |
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| 109. | Wednesday | 18 June 2025 | Floor   | Taking beverage order, taking food order, presentation food, input order, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck.                                                                                   |    |  |
| 110. | Friday    | 20 June 2025 | Floor   | Opening, table set up, briefing before open restaurant, taking beverage order, taking food order, presentation food, input order, pouring tea and water, serving food, clear up, serving beverage, cutting peking duck, Trainee Meeting, closing. |    |  |
| 111. | Saturday  | 21 June 2025 | Hostess | Serving guests, escort guests to the table, changing menu, inputting number of the guest who will be visiting into the reservation.                                                                                                               |    |  |
| 112. | Monday    | 23 June 2025 | Hostess | Serving guests, escort guests to the table, changing menu, inputting number of the guest who will be visiting into the reservation.                                                                                                               |    |  |
| 113. | Tuesday   | 24 June 2025 | Hostess | Serving guests, escort guests to the table, changing menu, inputting number of the guest who will be visiting into the reservation.                                                                                                               |  |  |
| 114. | Wednesday | 25 June 2025 | Floor   | Opening, table set up, briefing before open restaurant, taking beverage order, taking food order, presentation food, input order, pouring tea and water, serving food,                                                                            |                                                                                       |  |

|      |          |              |         |                                                                                                                                                                                                                                             |                                                                                     |  |
|------|----------|--------------|---------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|--|
| 115. | Thursday | 26 June 2025 | Hostess | <p>clear up, serving beverage, cutting peking duck, Trainee Meeting, closing.</p> <p>Serving guests, escort guests to the table, changing menu, inputting number of the guest who will be visiting into the reservation, last day work.</p> |  |  |
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