UNIVERSITI TEKNOLOGI MARA

FACULTY OF INFORMATION MANAGEMENT

INDUSTRIAL TRAINING REPORT:

MONALIZA MASTURA ENTERPRISE SDN BHD,

MONALIZA & MASTURA ENTERPRISE SDN BHD (229171-W) PT303.
JALAN HOSPITAL 15200 KOTA BHARU KELANTAN

SPECIAL PROJECT:

PERSONAL COMPUTER ASSEMBLING (SKATEH)

BY

MOHD AQIL AFNAN BIN DERAHMAN

2015182643

IM245 – BACHELOR OF SCIENCE (HONS)

INFORMATION SYSTEM MANAGEMENT

FACULTY OF INFORMATION MANAGEMENT

UNIVERSITI TEKNOLOGI MARA KELANTAN

01 FEBRUARY 2018 – 30 JUNE 2018

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FACULTY SUPERVISOR:

PROF. MADYA DR. MOHD NASIR ISMAIL

REPORT SUBMITTED IN FULFILLMENT OF THE
REQUIREMENT FOR THE INDUSTRIAL TRAINING
FACULTY OF INFORMATION MANAGEMENT
UNIVERSITI TEKNOLOGI MARA KELANTAN

01 FEBRUARY 2018 – 30 JUNE 2018

DECLARATION

I hereby declare that this is my original work. I have not copied from any other student's work or from other sources. I am also declare that no part of this report has been published or submitted for publication except where due to reference or acknowledgement is made explicitly in text, nor has any part been written for me by another person. I confirm that I have read and understood the UiTM regulations with regards to plagiarism and will be penalized by the university if found guilty.

Signed by

_____

Mohd Aqil Afnan Bin Derahman
2015182643

Date of submission: 11 July 2018

ABSTRACT

The trainee had underwent his Industrial Training based on the period from 1 February 2018 to 30 June 2018 in Monaliza & Mastura Enterprise Sdn Bhd Department of service and sales. In this industrial training the Trainee had undergo a very rigorous training where he are tasked with multiple work such as updating stock, selling item, repair services, delivery of item and also work as an onsite technician. From all of this task the trainee are highly capable of multitasking. The special project for this trainee are called as "*Skateh*" but widely known to people as PC assembling. Lot of hardware are being integrated in this trainee PC such as an CPU, Motherboard, RAM and other hardware which makes it as a whole Personal Computer

Keywords: *Skateh, CPU, Motherboard, RAM, PC assembling.*

ACKNOWLEDGEMENT

Bismillah and Assalamualaikum, First and foremost Alhamdulillah. I, Mohd Aqil Afnan bin Derahman as a Trainee for Monaliza Mastura Enterprise Sdn Bhd from UiTM Kelantan managed to finish my Industrial Training.

I would like to express my gratitude especially to Monaliza Mastura Enterprise Sdn Bhd for giving me the opportunity for my industrial training and to become a part of Geng Kak Mona. It has become a really meaningful experience. Lot of things I learn from Monaliza Monaliza Mastura Enterprise Sdn Bhd and hopefully I will used the experience in the near future. Also, thank you for my Supervisor in this organization Miss Nurhazwani Binti Abd Rahman who guide me a lot before and after I start to become a part of this organization.

I also would not want to forget to say thank you to my other industrial training student who came to Monaliza Mastura Enterprise Sdn Bhd and willing to become my friends and help me to finish my industrial training. Not to mention, my Visiting Supervisor Prof. Madya Dr. Mohd Nasir Ismail who also guide me for my special project during industrial training even after I finished it.

Thank you also to each and every part of my family for supporting and sponsoring me money for my special project to be able to finish it on time and successfully. Hope you all will be bless for your good deeds and thank you very much again.

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INDUSTRIAL TRAINING REPORT: MONALIZA MASTURA ENTERPRISE SDN BHD (MONALIZA &MASTURA ENTERPRISE SDN BHD

CHAPTER 1

INTRODUCTION

1.1 Background of the organization

MONALIZA & MASTURA ENTERPRISE SDN BHD (MONALIZA) had been established under the Company Act, 1965 on 18th November 1991 with company registering number (229171-W).Monaliza is a company fully belong to the native which conduct activities in business and Information in Communication and Technology (ICT).

After more than 20 years conducting Business, Monaliza had managed to establish 6 other branches which located at Berek 12 (Headquarter), Rantau Panjang, G-Orange Tunjung, and KBMALL Digital City floor level 3. 3 level floor building which is also the Headquarters for Monaliza fully belong to Monaliza

Monaliza had identified that lot of users in Malaysia used ICT item which are not quality, not original and with outdated specification. Thus it is the mission of this native ICT Company to become the largest and the best in providing solution to all user

Monaliza had conduct the business in the principle of Thanking the God and Human. Thus, it is Monaliza top priority for their workers to be hardworking at their job to show they are thanking god and the customers. Monaliza is ready to receive any feedback so the company will be able to guide to a better way.

INDUSTRIAL TRAINING REPORT: MONALIZA MASTURA ENTERPRISE SDN BHD (MONALIZA &MASTURA ENTERPRISE SDN BHD

Figure 1: Monaliza branches KB MALL level 3 Digital City

Figure 2: Monaliza branches Berek 12 (Headquarters)

Figure 3: Monaliza branches Rantau Panjang (Warehouse)

INDUSTRIAL TRAINING REPORT:
MONALIZA MASTURA ENTERPRISE SDN BHD (MONALIZA &MASTURA ENTERPRISE SDN BHD

1.2 Organizational structure

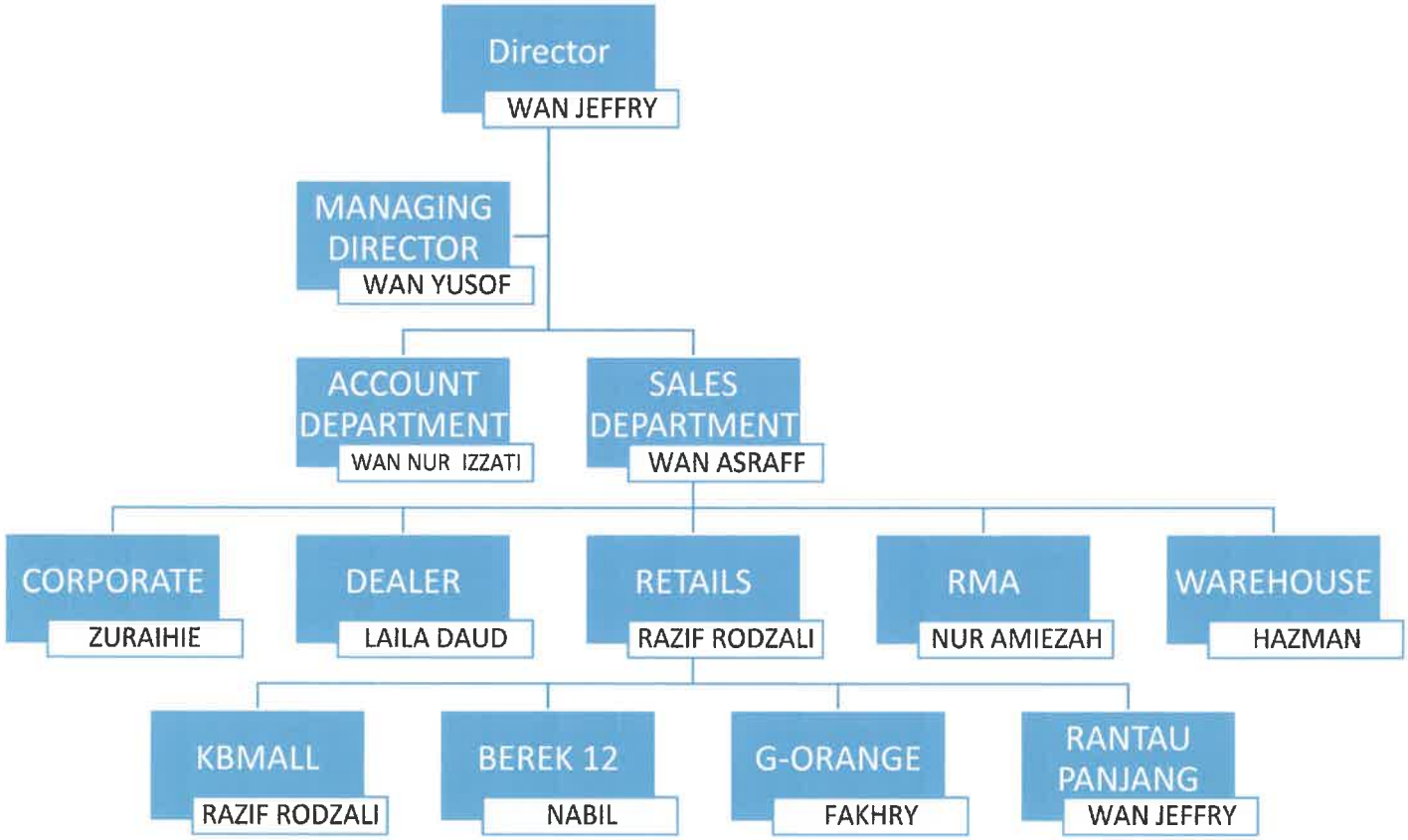

Figure 4: Monaliza Mastura Ent Sdn Bhd organizational chart (all branches)

CHAPTER 2

ORGANIZATION INFORMATION

2.1 Departmental Structure

2.1.1 RMA (Return Merchandise Authorization)

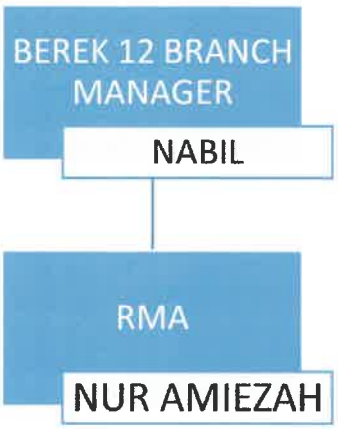

Figure 5: RMA Department organizational chart

2.1.2 Sales department

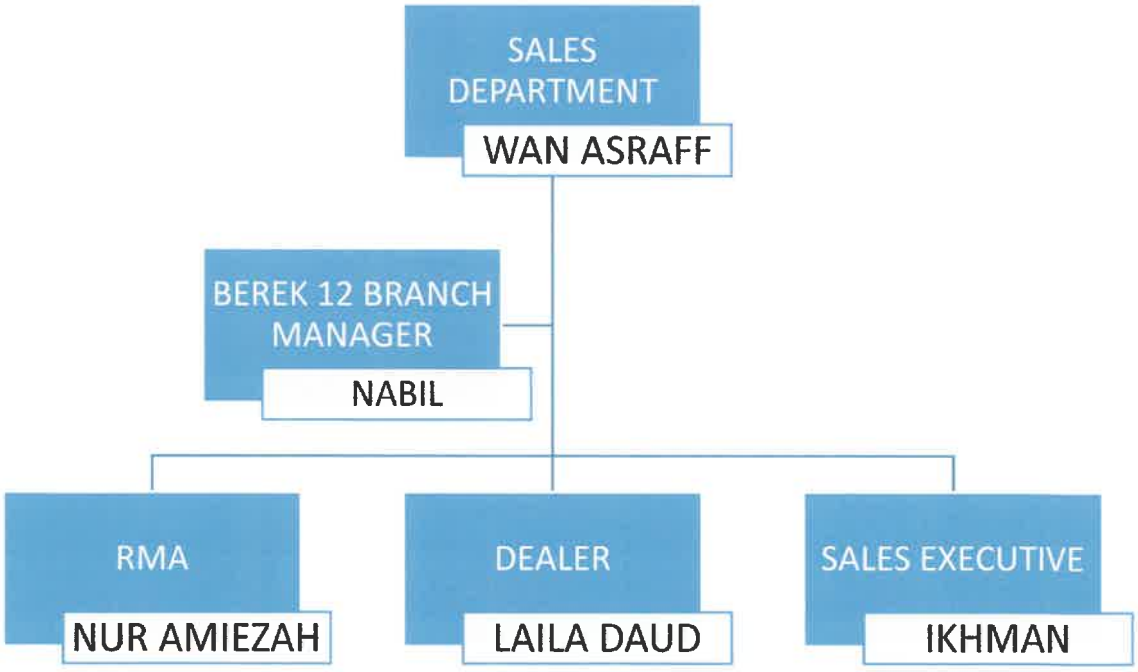

Figure 6: Sales department organizational chart

2.1.3 Service Department

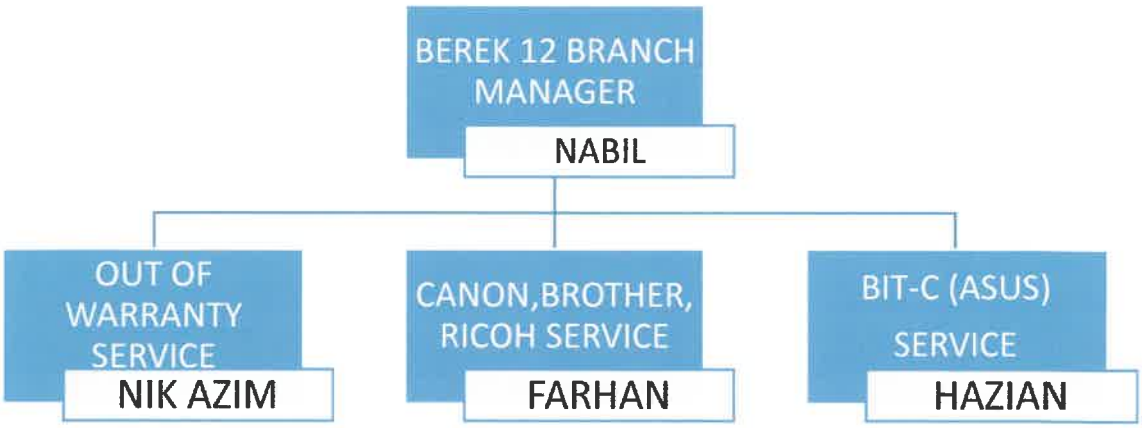

Figure 7: Services department organizational chart

2.2 Department Function

2.2.1 RMA (Return Merchandise Authorization)

RMA function to send any faulty item sold by the Monaliza to the supplier to swap the merchandise with a new one or repair the item.

2.2.2 Sales department

Sales department serve to sell any item which stock by the Monaliza to the customer and to promote all sort of promotion to sell their item delivery of item to related organization are also being manage by the Sales Department

2.2.3 Service department

Service department function to take any IT problem face by the customer and solve it. Problem in this department are referred as Case.

CHAPTER 3

INDUSTRIAL TRAINING ACTIVITIES

3.1 Training Activities

Along the industrial training lots of thing that the trainee learn. From trainee perspective everything that the trainee had learned during diploma and degree most of the subject that were learned can be related and practised in Monaliza Mastura Ent Sdn Bhd.

3.1.1 Morning Glory

On 1/2/2018 the very first things that trainee learn when the industrial training started is Morning Glory here each and every staff need to present any type of hardware that are available in the store to give a detail explanation of the hardware that are available in the store starting from item name, function, price and warranty and then report it to the higher up so the other branches of Monaliza will also know the item details

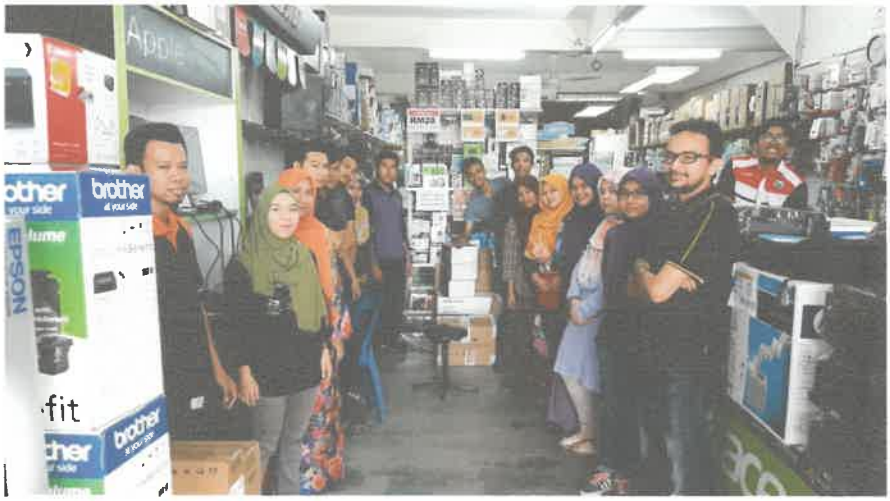

Figure 8: Morning Glory

Figure 9: Report for presentation of morning glory in smartphone app (Whatsapp)

3.1.2 Salesman

Another task that the trainee was asked to do is to become the salesman for Monaliza. This is a really fun task to do but trainee need to be remember there are lots of customer out there with a different character. For every staff in Monaliza they are given staff ID, PE01024 are given for this trainee. Each time the trainee always need to remember to smile and study for each of the item that are available in MONALIZA so the customer would understand what kind of item they are buying and is the same as what they wanted.

Figure 10: Trainee as salesman

3.1.2.1 Case

The very next things that the trainee learn while being salesman is how to take a case. Case in this context means how you are going to serve the customer when they have problem to repair their laptop, desktop and printer.

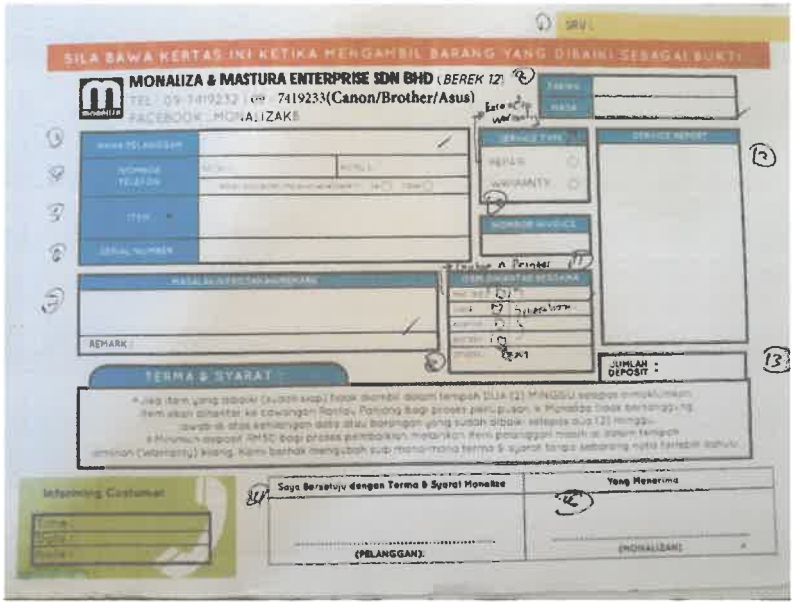

Figure 11: Monaliza Template for Out Of Warranty Cases

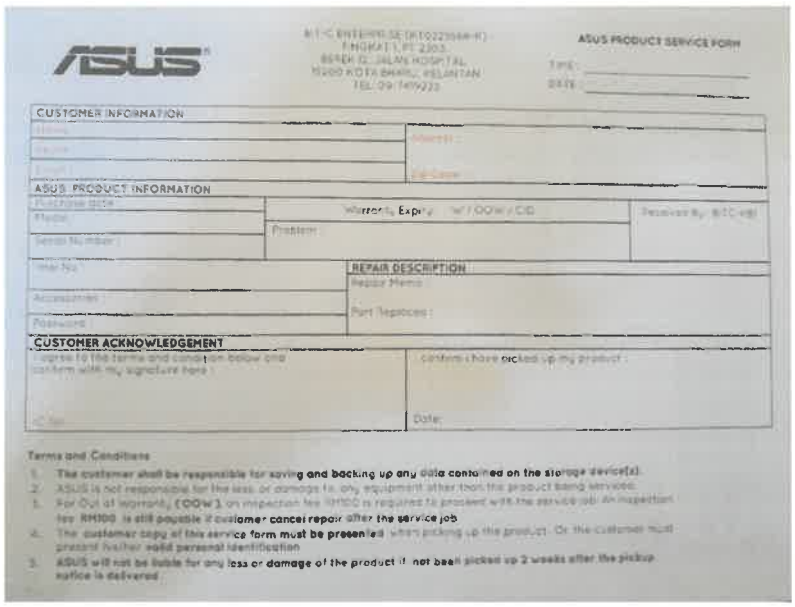

Figure 12: Bit-C Template for ASUS warranty

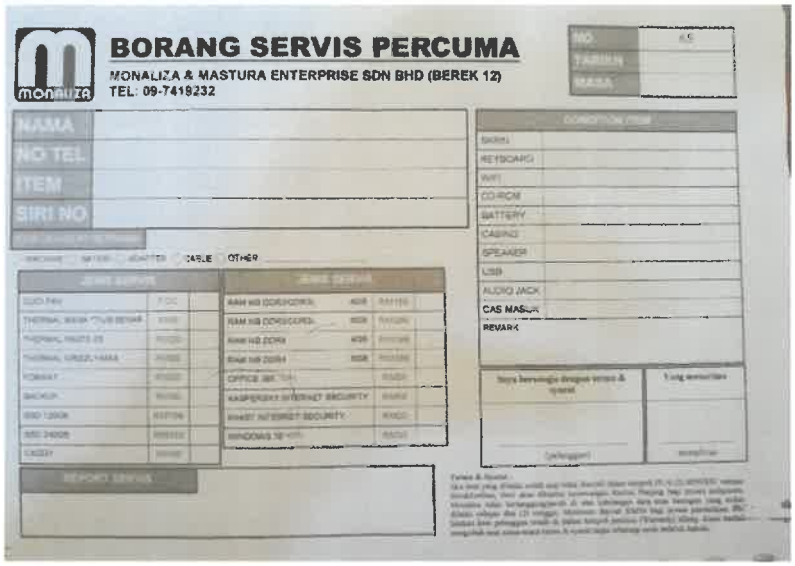
BORANG SERVIS PERCUMA
MONALIZA & MASTURA ENTERPRISE SDN BHD (BEREK 12)
TEL: 09-7419232
NAMA
NO TEL
ITEM
SIRI NO
REMARK

Figure 13: Template for event cases

Sometime when a promotion is held Monaliza will provide service which prioritize the customer who come to the store first and in order to satisfy customer this case will be prioritize first and the other cases will need to be put on hold.

3.1.2.2 Case Flow Chart

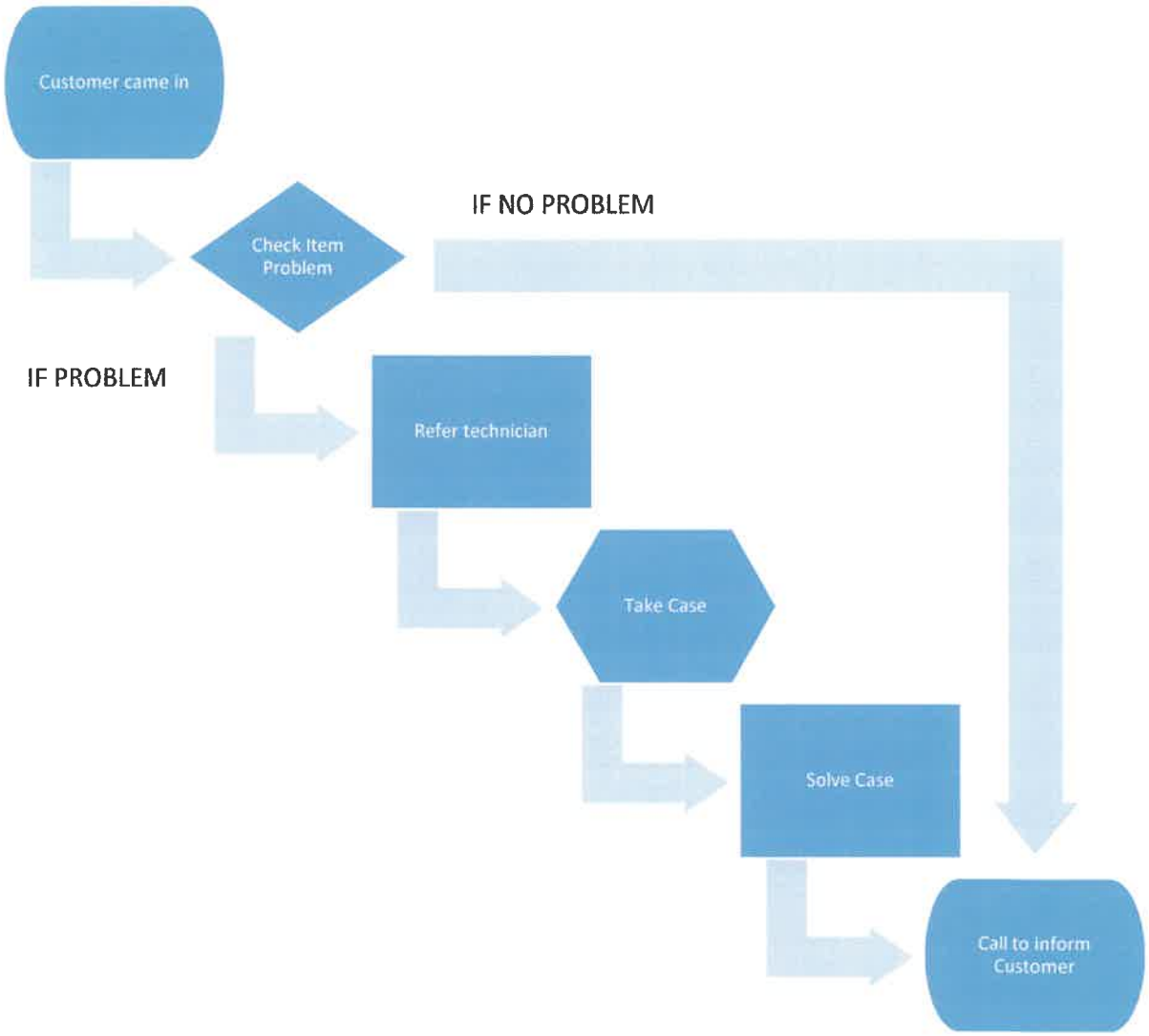

Figure 14: Flow Chart when taking cases

3.1.3 Event

3.1.3.1 Product Training

Figure 15: Event for LENOVO product training

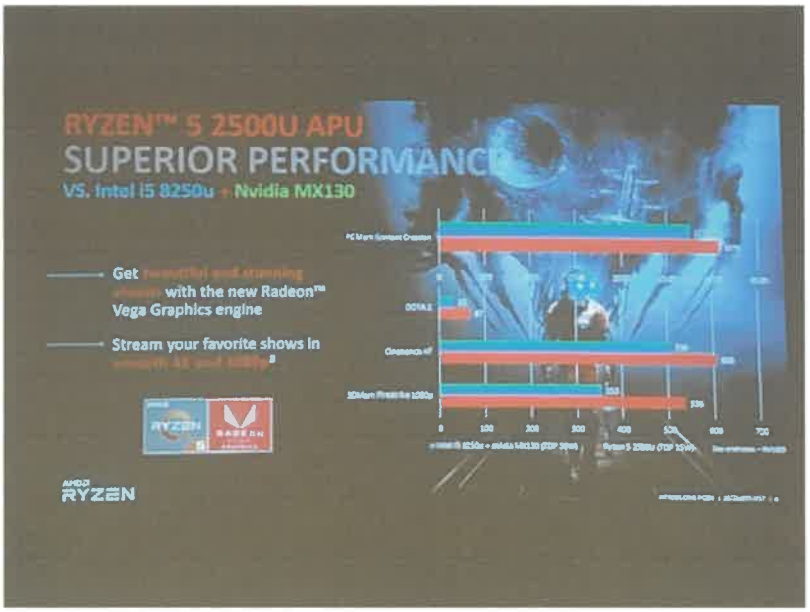

Figure 16: Ryzen APU one of LENOVO product training

Monaliza staff are also required to go for any product training which will introduce new technology and knowledge needed to handle, maintain and sale the new product

3.1.4 Promotion

Promotion is where each and every one in the store will need to do and know. As people will come daily to the store to buy any kind of computer accessories each and every staff will need to be alert all the time. Usually in Monaliza especially Berek 12 branches most of the customer came to buy ink for their printer especially dealer.

Figure 17: Delivery of oranges to associate contractor

Figure 18: Promotion for free laptop cleaning services

3.1.5 Stock Update

Stock update is where the trainee are stationed at. This is one of the crucial task in the store. One will always needed to be alert of the incoming and outgoing stock. This task is divided into 4 task

3.1.5.1 High Risk Stock (*Stok Risiko Tinggi*)

At 10.30 am trainee needed to update any stock which are not updated within a week into the Monaliza wavelet system. If there is an unusual remarks of the stock trainee needed to call the branch which remarks the stock and update it into the whatsapp so the stock will be cleared.

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No	Stock Transfer ID	From Branch	To Branch	Reference #	State	Date Sent	Sender	Date Received	Recipient	Sender Remarks	Recipient Remarks	Transporter	Amount	Action
1	ST95948	E01-Berek	Roadshow		sent_out	2018-05-30	E04207	N/A	N/A	review		azim	3,149.05	Receive | Cancel
2	ST95964	E09-K	E06-Rp		sent_out	2018-05-30	E09702	N/A	N/A	YAP LA RM 275		Mr Solehin Abdullah +6019-9666993	265.08	Receive | Cancel
3	ST95965	E09-K	E06-Rp		sent_out	2018-05-30	E09702	N/A	N/A	YAP M RM 110		Mr Solehin Abdullah +6019-9666993	112.26	Receive | Cancel
4	ST95972	E01-Berek	RMA		sent_out	2018-05-31	E04207	N/A	N/A	SRV 36932 MYCS		NOBODY	26.41	Receive | Cancel
5	ST95973	E01-Berek	RMA		sent_out	2018-05-31	E04207	N/A	N/A	SRV 36930 KOMPUTER ABADI		NOBODY	42.45	Receive | Cancel
6	ST95974	E01-Berek	RMA		sent_out	2018-05-31	E04207	N/A	N/A	SRV 36931 KOMPUTER ABADI		NOBODY	23.58	Receive | Cancel
7	ST96016	E01-Berek	RMA		sent_out	2018-05-31	E04207	N/A	N/A	SRV 36950 KOMPUTER ABADI		NOBODY	23.58	Receive | Cancel
8	ST96049	E09-K	E11-OSK		sent_out	2018-06-01	E03118	N/A	N/A			MEI	17.00	Receive | Cancel
9	ST96076	E01-Berek	RMA		sent_out	2018-06-02	E04207	N/A	N/A	SRV 36981 VZTECH		NOBODY	36.00	Receive | Cancel
10	ST96077	E01-Berek	RMA		sent_out	2018-06-02	E04207	N/A	N/A	SRV 36980 MYCS		NOBODY	23.00	Receive | Cancel

Figure 19: list of Stock within Monaliza Wavelet on 10.30 a.m.

*STOCK RISIKO TINGGI (SRT): *SRT - STOCK TRANSFER LEBIH 3 HARI BELUM DITERIMA*

ST96049(KIOSK)- E03118 (KBM-KIOSK)

BM - SILA NYATAKAN SEBAB MENGAPA ST DI ATAS BELUM DITERIMA

Figure 20: Example of report for SRT

3.1.5.2 Previous Stock

This is when trainee needed to update any unclear stock. The range is between the present and yesterday. On 11 a.m. trainee needed to update it so the stock would not be redundant with the present stock

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1	ST96446	RP WAREHOUSE	E01-Berek		sent_out	2018-06-09	E06509	N/A	N/A			Mr Abdul Aziz +6014-8146893	280.00	Receive | Cancel
2	ST96449	E09-K	E10-GO		sent_out	2018-06-09	E09700	N/A	N/A	ATT: WANI		Mr Abdul Aziz +6014-8146893	1,399.00	Receive | Cancel
3	ST96463	E10-GO	E09-K		sent_out	2018-06-09	E09684	N/A	N/A			Mr Abdul Aziz +6014-8146893	66.00	Receive | Cancel
4	ST96467	E01-Berek	E09-K		sent_out	2018-06-10	E04207	N/A	N/A			Mr Abdul Aziz +6014-8146893	600.00	Receive | Cancel
5	ST96468	E01-Berek	RMA		sent_out	2018-06-10	E04207	N/A	N/A	SRV 37127 INNO SUPPLY		NOBODY	33.00	Receive | Cancel
6	ST96469	E01-Berek	RMA		sent_out	2018-06-10	E04207	N/A	N/A	SRV 37128 KOMPUTER ABADI		NOBODY	42.00	Receive | Cancel
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8	ST96471	E01-Berek	RMA		sent_out	2018-06-10	E04207	N/A	N/A	SRV 37130 KOMPUTER ABADI		NOBODY	35.00	Receive | Cancel
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10	ST96473	E01-Berek	E09-K		sent_out	2018-06-10	E04207	N/A	N/A			Mr Abdul Aziz +6014-8146893	201.00	Receive | Cancel

Figure 21: List of Stock within Monaliza Wavelet on 11 a.m.

ST YANG BELUM RECEIVE

ST96446(BEREK)

ST96449(GO)

ST96463(KBM)

MOHON AMBIL TINDAKAN SEGERA BRANCH BERKENAAN SEBELUM JAM 6 PM HARI INI

Figure 22: Example of report for previous stock on 11 a.m.

3.1.5.3 Stock Requisition

Stock requisition came at any time. It happened when the other branches request a stock from other brances.so Trainee needed to be alert all the time and prepare the request item to be transferred to the other branches.

Figure 23:Stock requisition

3.1.5.4 Daily stock.

Here is when the stock which will be sent to other branches is update through the wavelet system. At 6 pm the stock will be update in order to know that the request item arrive at each branches.

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No	Stock Transfer ID	From Branch	To Branch	Reference #	State	Date Sent	Sender	Date Received	Recipient	Sender Remarks	Recipient Remarks	Transporter	Amount	Action
1	ST96446	RP WAREHOUSE	E01-Berek		sent_out	2018-06-09	E06509	N/A	N/A			Mr Abdul Aziz +6014-8146893	280.00	Receive | Cancel
2	ST96449	E09-K	E10-GO		sent_out	2018-06-09	E09700	N/A	N/A	ATT: WANI		Mr Abdul Aziz +6014-8146893	1,399.00	Receive | Cancel
3	ST96463	E10-GO	E09-K		sent_out	2018-06-09	E09684	N/A	N/A			Mr Abdul Aziz +6014-8146893	66.00	Receive | Cancel
4	ST96467	E01-Berek	E09-K		sent_out	2018-06-10	E04207	N/A	N/A			Mr Abdul Aziz +6014-8146893	600.00	Receive | Cancel
5	ST96468	E01-Berek	RMA		sent_out	2018-06-10	E04207	N/A	N/A	SRV 37127 INNO SUPPLY		NOBODY	33.00	Receive | Cancel
6	ST96469	E01-Berek	RMA		sent_out	2018-06-10	E04207	N/A	N/A	SRV 37128 KOMPUTER ABADI		NOBODY	42.00	Receive | Cancel
7	ST96470	E01-Berek	RMA		sent_out	2018-06-10	E04207	N/A	N/A	SRV 37129 KOMPUTER ABADI		NOBODY	33.00	Receive | Cancel
8	ST96471	E01-Berek	RMA		sent_out	2018-06-10	E04207	N/A	N/A	SRV 37130 KOMPUTER ABADI		NOBODY	35.00	Receive | Cancel
9	ST96472	E01-Berek	RMA		sent_out	2018-06-10	E04207	N/A	N/A	SRV 37131 MYCS		NOBODY	23.00	Receive | Cancel
10	ST96473	E01-Berek	E09-K		sent_out	2018-06-10	E04207	N/A	N/A			Mr Abdul Aziz +6014-8146893	201.00	Receive | Cancel

Figure 24: List of Stock within Monaliza Wavelet on 6 p.m

ST YANG BELUM RECEIVE

ST96467(KBM)

ST96473(KBM)

ST96477(RP)

ST96480(BEREK)

ST96481(BEREK)

ST96482(BEREK)

ST96484(KBM)

ST96485(KBM)

MOHON AMBIL TINDAKAN SEGERA BRANCH BERKENAAN SEBELUM JAM 11 AM ESOK

Figure 25: Example of report for daily stock on 6 p.m.

Report is done daily through smart phone application which is Whatsapp in order to alert other branches

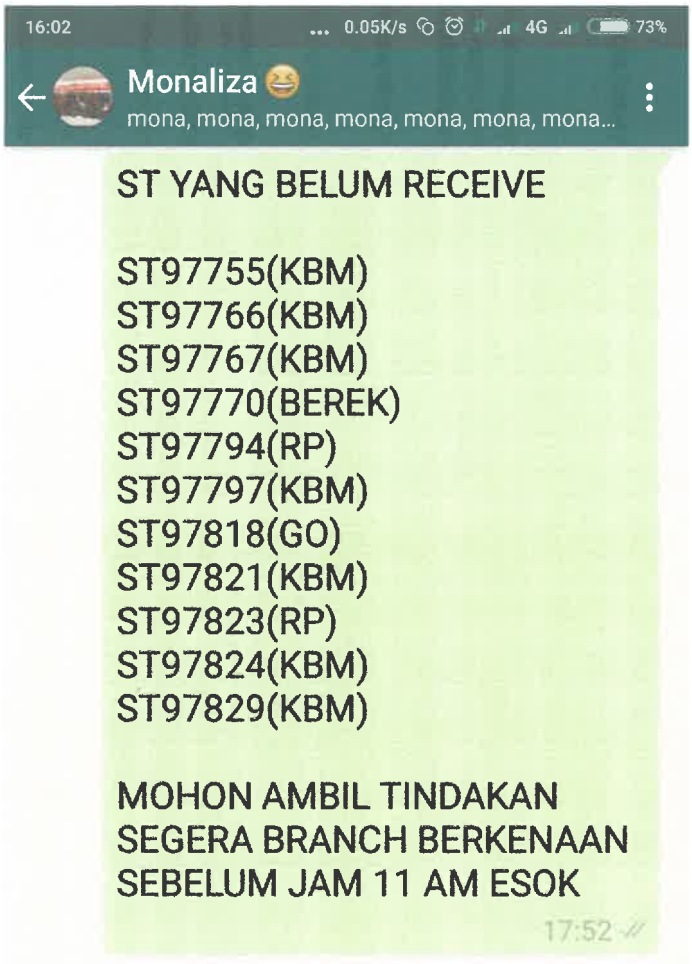

Figure 26: Stock update through Whatsapp

3.1.6 Laptop and Personal Computer Repair and Maintenance

This is the most challenging things to do in the industrial training. Although, it is kind of fun as trainee will keep encountering different type of problem each time customer came to repair their laptop and PC.

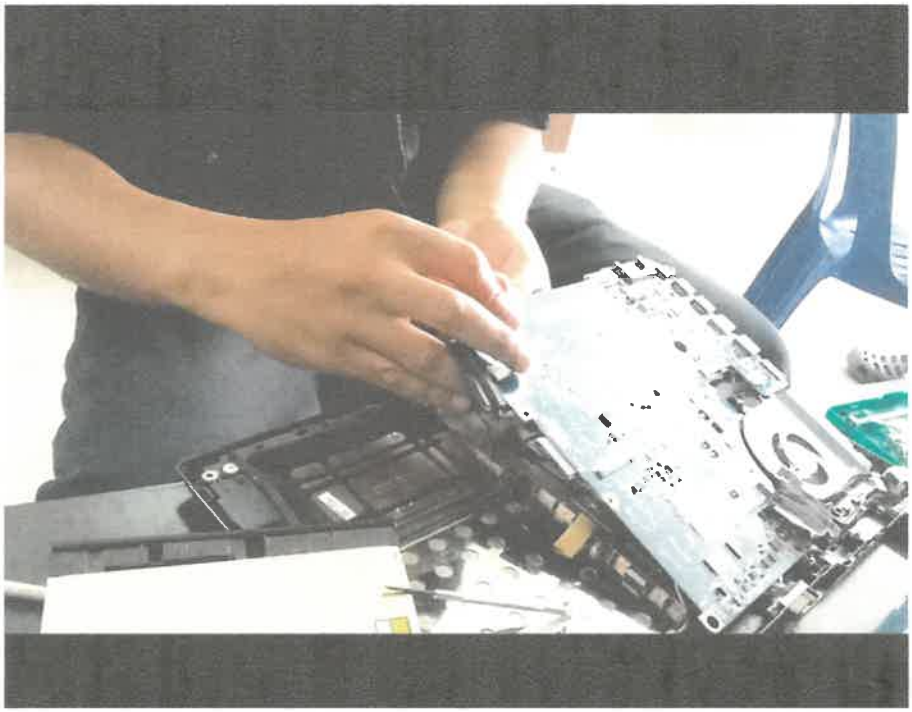

Figure 27: Trainee Laptop cleaning services

Here is some of the problem that are managed to be identified by the trainee.

3.1.6.1 Laptop or Personal Computer Problem

Problem	**Solution**
Windows not responsive/hang/stuck at logo	format ,change RAM, add RAM, HDD
Backup and format	depend on the customer either to do both or one of them
Clear antivirus	thorough scanning of PC/laptop
No display	format, change RAM, HDD, change screen
Overheat	cleaning
Keyboard short circuit	change to new keyboard or use external one
Auto shutdown	discharge the laptop/PC

Table 1: Identified Problem for Laptop and Desktop

3.1.6.2 Printer Problem

Problem	**Solution**
Absorber full	Change inkpad or reset printer
Error code	Resetting
Toner and cartridges problem	Thorough cleaning, resetting
Insect nest	Thorough cleaning
Spoiled ink	Thorough cleaning in some cases printer is considered broken
Paper unable to load	Check if there is item stuck

Table 2: Identified Printer problem

3.1.7 Designing

There is in some cases trainee are asked to design for the company. As example the company also held a Family day. In this event trainee are given 1 day to design the Family day t-shirt

Figure 28: Example of shirts design for Monaliza Family Day 2018

Figure 29: Designed T-shirts wear by Monaliza staff

3.1.7.1 Creating Basic User Guide of Monaliza Wavelet System

Before trainee industrial training ended. Trainee was given a task to create a user guide for the wavelet system that Monaliza used.

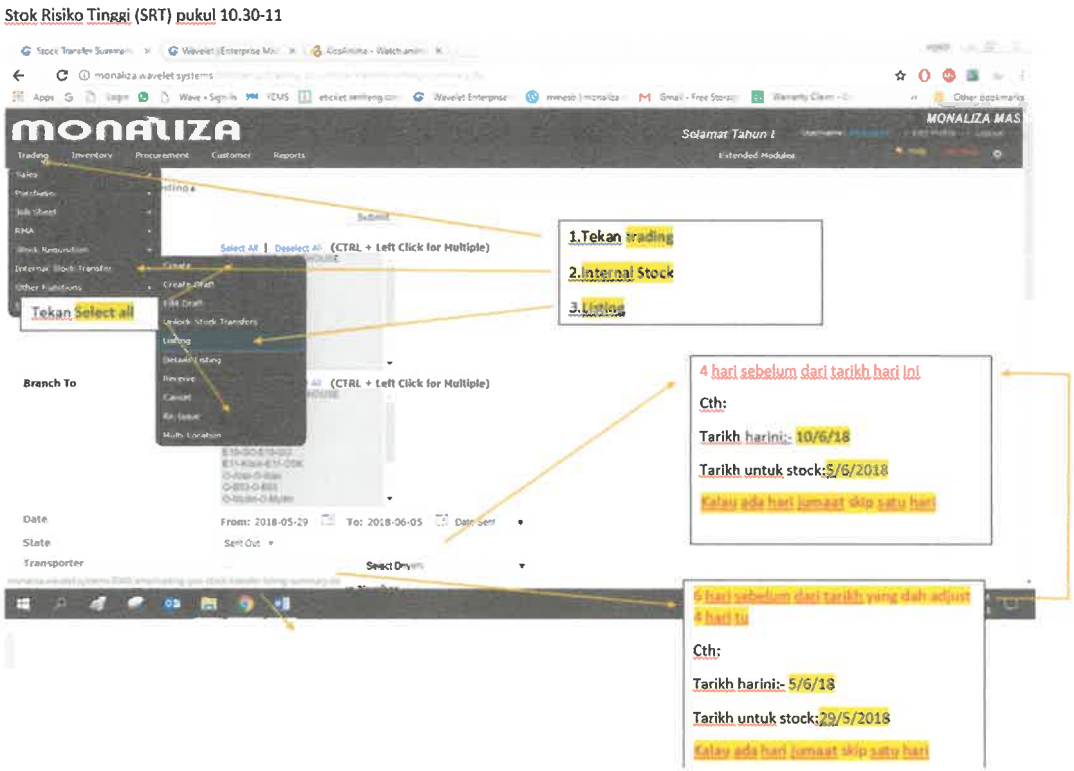

Figure 30: Manual for Using Monaliza Wavelet

3.1.8 Classes

Monaliza Mastura Ent Sdn Bhd also held a class sometime for the industrial training student. This is in order to let the student learn the basic things of computer at most. Usually this classes will be handle by Mister Wan Ashraff. As example one of the few class attended by the trainee is cleaning laptop services.

Figure 31: Class supervise by Mister Wan. Asraff

Figure 32: Mister Wan Asraff giving a brief talk

Figure 33: Trainee undergoing classes

3.1.9 Personal Computer Assembling (*SKATEH*)

Here is the most exciting things to learn for the trainee. Assembling PC might not sound much but lot of things needed to be consider to assembling a PC .here at Monaliza Mastura Ent Sdn Bhd they called it as SKATEH. One needed to know at least the basic thing of hardware and how to format a computer. As not all hardware is compatible with other Take cpu Intel i5 as example it is compatible with any motherboard with 1151 socke, .but with a newer processor a new motherboard might also be needed. In rare case such as AMD ryzen 5 if there is new processor the old motherboard might still be compatible and it might only be needed to update bios.

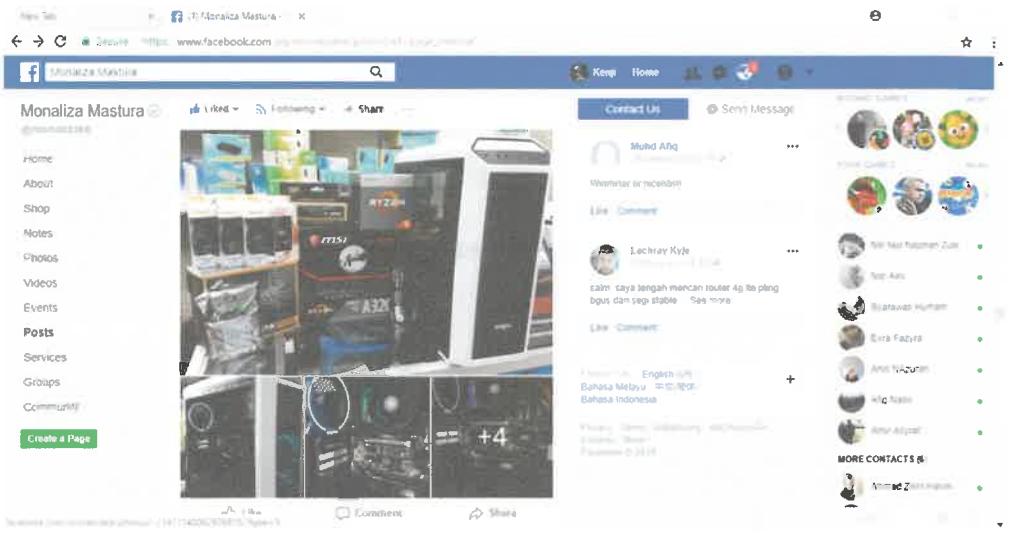

Figure 34: Trainee PC build is promote through the company Facebook.

Figure 35: Trainee is undergoing PC assembling.

3.1.10 Onsite

With few other staff usually the trainee will go to the customer office to solve the customer problem on site. Few things are needed to be identify first to ensure that the problem is well identified in order to solve and fix it.

Figure 36: Desktop onsite is being setup by trainee

Figure 37: Printer are being setup by Monaliza staff and trainee

3.1.11 End of Industrial Training

On 30/6/2018 the trainee industrial training ended.

Figure 38: Trainee industrial training ended

3.2 Special Project

3.2.1 Introduction

For the special project trainee had decided to assemble an affordable desktop where the specification of hardware is good for a user such as student and workers that need a high speed respond from their PC and the one use especially for gaming or designing.

3.2.1.1 What is "*SKATEH*"

Skateh is a word for Kelantanese people which mean "a little bit" in Monaliza Mastura Ent. Sdn Bhd. It is where when customer order or request to assemble a desktop PC for them ranging from what kind of desktop they use it for. As example, specification ranging from gaming PC, workstation PC and sometimes mining PC

Before doing a PC assembling or *skateh* in Monaliza it is crucial for the assembler to at least know the basics of desktop computer. Different from laptop which can also be powered by internal or external battery and being able to bring the machine itself anywhere desktop is designed to stay in single spot and must always be power and connected to the wall outlet.

But after a several decade PC had been outmatched by today mobile gadget. Ironically PC is still needed as its component are able to be switched and upgrade yet still remain cheap.

Gaming and mining. Recently these words start to pop up frequently IT field. Yet it still bring us to the same conclusion. Assembling a PC which is powerful and cheap enough so their works are able to get done. Even gaming now days are considered as a decent job. Thus, it why sometime a PC is called a workstation.

Actually, a workstation computer has been configured to perform a certain set of tasks, such as photo editing, audio recording, or video production or even gaming. Different purposes will bring a different need of PC assembling or workstation. For example, one workstation may be used for scanning and importing images, while another is used for editing images.

While workstations are often being understand by people that the PC itself need to be in the office that is considered as a stereotype thinking. They can also be standalone machines as well. Even a home computer can be a workstation if it is used for certain kinds of work.

3.2.1.2 FlowChart of *SKATEH*

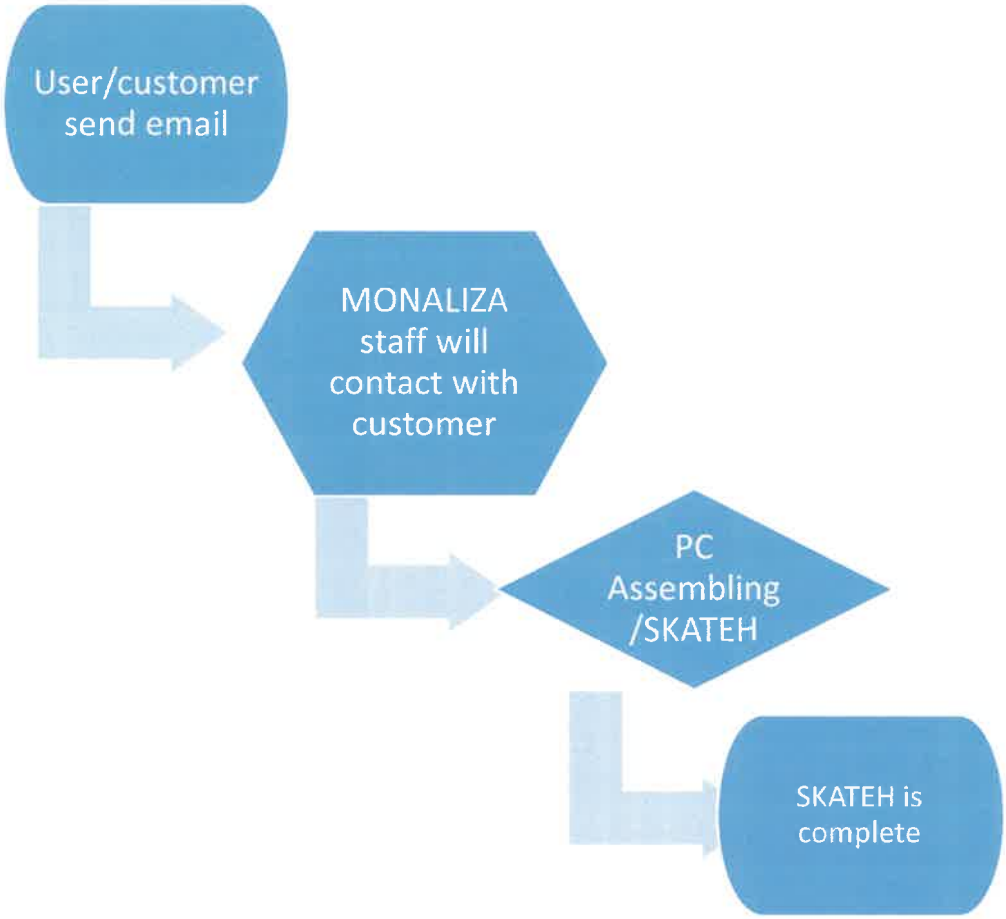

Figure 39: Flowchart for SKATEH

To: Lugia8738@gmail.com
Date: 12 Feb 2018, 10:29 a.m.
Security: Standard encryption (TLS). Learn more

ITEM	DESCRIPTION
CPU	CORE I3-7100
MOBO	ASROCK H110M-HDS
RAM	TEAM ELITE 8GB DDR4
GPU	GALAX GTX 1050 TI OC 4GB GDDR5
HDD	WESTERN DIGITAL 1TB
PSU	FSP HYPER K 500WAT
CHASSIS	TECWARE F3 MATX GAMING CASE WHITE

Harga ni berlaku dalam 7 hari sahaja
sebarang pertanyaan call/wssp +6017-9686294 (Omar)

Figure 40: Example of E-mail Sent by Monaliza Staff for SKATEH

Figure 41: Complete set for trainee PC assemble.

3.2.1.3. Central Processing Unit (CPU)

CPU is the main core of any type of computer which stands for "Central Processing Unit." It function is to processes instructions by the user. Serve to the user to runs the operating system and applications, constantly receiving input from the user or active software programs. The processes data will produces output, which are stored by an application that are displayed on the screen.

Some CPU have at least two processors or "processing cores." A CPU with two processing cores is called a dual-core CPU and models with four cores are called quad-core CPUs. High-end CPUs may have six (hexa-core) or even eight (octo-core) processors. There is also CPU known as APU "AMD Accelerated Processing Unit", Capable to act as CPU and GPU in a single processor which the trainee used.

In this special project the AMD RYZEN 5 2400G with Radeon VEGA graphic and AM4 socket is used after considering the budget and what kind of user will used this PC.

Figure 42: AMD RYZEN 5 2400G

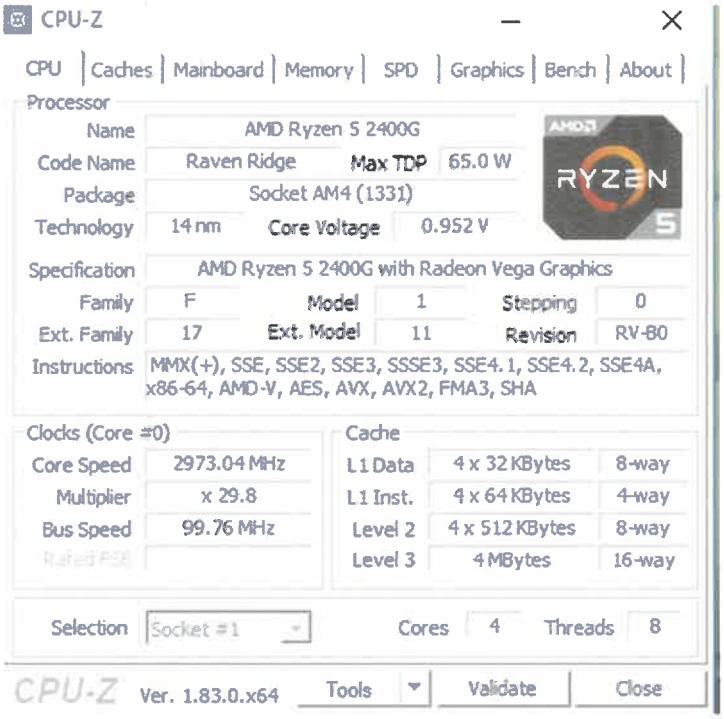

Figure 43: Benchmarking AMD RYZEN 5 2400G using CPU-Z ID software

3.2.1.4. Motherboard (MOBO)

The Motherboard is the most recognizable part of PC. Open any PC if you spot the biggest thing in the PC where every cable and component attached to it. That is the Motherboard. Attached to the motherboard, you'll find the CPU, ROM, memory RAM expansion slots, PCI slots, and USB ports. It also includes controllers for devices like the hard drive, DVD drive, keyboard, and mouse. Basically, if CPU is the brain Motherboard is the head for your brain.

Different motherboard comes with different chipset. The good news is that these boards are typically more efficient and faster than their predecessors. The bad news is that older components often do not work with new chipsets.

A320M Bazooka Socket AM4 Motherboard is used for these project in order to house the CPU which is AMD RYZEN 5 2400G with Radeon VEGA graphic. As mention before different motherboard comes with different chipset and that older components often do not work with new chipsets. Even though the motherboard is a little bit outdated for these CPU. No major changes is needed to be done. For this trainee PC assembling the only outdated thing is the BIOS updated is need so the motherboard will be able to support the CPU and other component.

Figure 44: A320M Bazooka Socket AM4 Motherboard box

3.2.1.5. RAM (Random Access Memory)

RAM stands for "Random Access Memory," to make it more understandable every time you open a program, it gets loaded from the hard drive into the RAM. This is because reading data from the RAM is much faster than reading data from the hard drive. Running programs from the RAM of the computer allows them to function without any lag time. The more RAM your computer has, the more data can be loaded from the hard drive into the RAM, which can effectively speed up your computer.

Considering that this PC will be used for workstation, gaming and light editing Klevv Bolt 8GB DDR4 2400 Gaming Memory. Any standard PC comes with 2 GB or 4 GB RAM. But in order to let this PC perform at its best performance without letting the performance reduce. It is best to at least have 8GB of RAM.

Figure 45: Klevv Bolt 8GB DDR4 2400 Gaming Memory.

3.2.1.6. Storage

Storage is where the data for your PC will be store. One of the best example is the Operating System, without it there is no used of assembling a PC if one cannot use it for doing any of their task. Since the Motherboard are also included with the PCI express 3.0 APACER M.2 PCIe SSD Z280 GEN 3X4 are decided to be the storage for the operating system in order to optimize the PC data transfer to its maximum performance. In fact, changing to SSD can be more beneficial to your computer's performance than upgrading the CPU or RAM. SSD or known as Solid SATA Drive function is almost the same as hard disk which is to store data but 30% faster by using PCIE slot.

Figure 46: APACER M.2 PCIe SSD Z280 GEN 3X4

When saving data or install programs on your computer, the information will be stored into hard disk. The hard disk is a spindle of magnetic disks, called platters, that record and store information. Because the data is stored magnetically, information recorded to the hard disk remains intact after you turn your computer off. The hard drive also transmits data back and forth between the CPU and the disk. What makes an important distinction between the hard disk and RAM, or memory, RAM is reset when the computer's power is turned off. Seagate Barracuda 1TB 3.5 INCH SATA/7200 RPM Internal Harddisk PC is used considering that most of the that will be store in this PC is game and editing software it is crucial to have a large amount of storage.

Figure 47: Seagate Barracuda 1TB 3.5 INCH SATA/7200 RPM Internal Harddisk

3.2.1.7. PSU (Power Supply Unit)

A power supply is another hardware component which is easy to spot by simply finding the input where the power cord is plugged in without opening your computer. It function to supplies power to an electrical device. It receives power from an electrical outlet and converts the current from AC (alternating current) to DC (direct current), which is what the computer requires. To run computer smoothly without overheating it also regulates the voltage to an adequate amount. The power supply an integral part of any computer and must function correctly for the rest of the components to work.

FSP Hyper K 500 Watt 80+Plus White. After taking consideration of the hardware which assembling will take process. This power supply is consider as the best one to supply all necessary power needed by the hardware in order to power up the PC.

Figure 48: FSP Hyper K 500 Watt 80+Plus White.

3.2.1.8. Casing/Chasis

Casing is the house to your motherboard and power supply. Proper casing is needed to house those hardware and protect them. But casing not only function to house those hardware it is also for cabling all those cable. A proper PC assembling should have a proper cabling as not to hinder any airflow within the casing so the temperature of the PC are at its optimum level.

Aigo Starship II Atx Mid Tower Casing White is used to match the motherboard. This casing came with a power supply space and a Perspex to those who want to see through at their hardware for display. This casing also came with an air dust filter at the front of the casing as not to let dust to get into the PC which will hindering the performance of the PC.

Figure 49: Aigo Starship II Atx Mid Tower Casing White

3.2.1.9. Cooling fan

Any piece of hardware always produce some sort of heat especially the processor. To reduce the heat a Cooling fan is needed. But having the cooling fan only at the CPU are not going to help reducing the temperature of the PC at all. At least it is advisable to have more than 2 cooling fan

Segotep 1200MM RGB Fan Lightning I2 4 is not only used to reduce the temperature through a proper airflow within the case. Because it also came with RGB fan lighting it also can be used to be put for display. Not only that, even with three of these cooling fan the PC still able to operate silently.

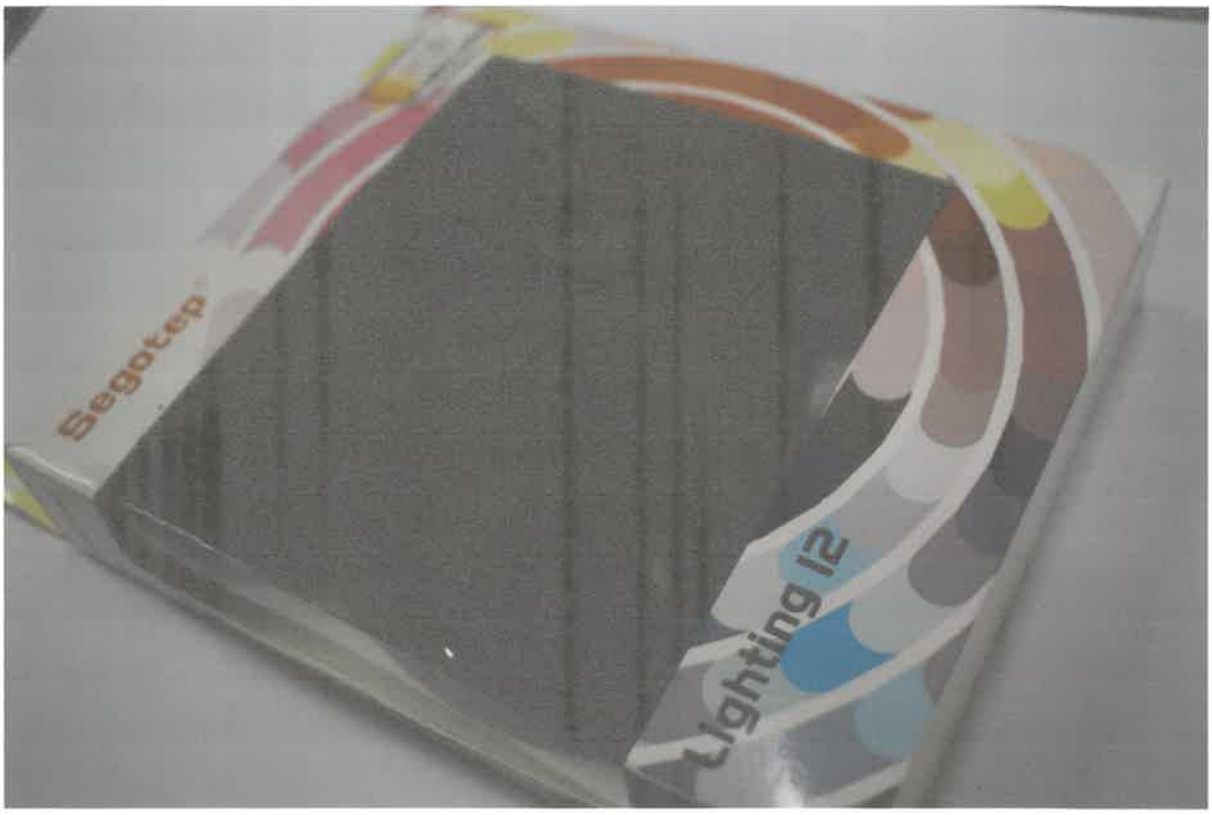

Figure 50: Segotep 1200MM RGB Fan Lightning I2 4

3.2.1.10. Graphic Card

Without graphic card most of the task are process by the CPU. So in order to give the CPU a rest and help it run more efficiently, a graphic card can be used to process the graphics portion of the processing load. Since most of today's programs are graphically oriented, the graphic card can help almost any program run more efficiently. However, the difference in performance is especially noticeable in image editing applications and 3D games.

Video cards are typically installed in either the PCI or AGP slots in the back of a computer. Most computers come with a video card installed in one of these slots, which means it can be upgraded at a later time.

Zotac Geforce GTX 1050ti 4 GB DDR5 is use since the motherboard prepare at least one slot of PCI for this graphic card to be load to. It came with only 1 fan so it is not advisable for this PC to undergoing an Overclock as It might not only damage the CPU but also the graphic cards with it.

Figure 51:Zotac Geforce GTX 1050ti 4 GB DDR5

3.2.1.11. Overall Cost.

ITEM	QUANTITY	UNIT PRICE(RM)	GST AMOUNT(RM)	TOTAL(RM)
AMD RYZEN 5 2400G AM4	1	693.39	41.61	735.00
A320M BAZOOKA SOCKET AM4 MOTHERBOARD	1	330.21	19.82	350.03
KLEVV BOLT 8GB DDR4 2400 GAMING MEMORY	1	353.75	21.23	374.98
APACER M.2 PCIe SSD Z280 GEN 3X4	1	330.18	19.82	350.00
SEAGATE BARRACUDA 1TB 3.5 INCH SATA/7200 RPM INTERNAL HARDDISK PC	1	187.73	11.27	199.00
FSP HYPER K 500 WATT 80+PLUS WHITE	1	161.32	9.68	171.00
AIGO STARSHIP II ATX MID TOWER CASING WHITE	1	113.20	6.80	120.00
SEGOTEP 1200MM RGB FAN LIGHTNING I2 4	4	23.58	5.66	99.99
ZOTAC GEFORCE GTX 1050 ti	1	774.00	0	774.00
TOTAL AMOUNT				3173.00

Table 3: Overall Costing for Trainee Special Project

3.2.2. Comparison PC/Laptop/Other

In this case, this trainee PC were built with three goal in mind which is to enable it used for Gaming, Workstation, and Light Editing. Mostly people depend on a benchmarking software to know if the assembled PC are up to their expectation but to know if the assembled PC is good or not it is best to test or benchmarking the hardware through Games.

Few benchmarking software are used such as Fraps to compare the FPS which stands for "Frames Per Second." FPS is used to measure frame rate, the number of consecutive full-screen images that are displayed each second. Those benchmarking data is used measure the frame rate of video games. The maximum frame rate is generally determined by a combination of the graphics settings and the GPU. To make it simple, Low graphic hardware equal to low frame rate and sloppy gameplay. High graphic hardware equal to high frame rate and smooth gameplay.

For a game to be playable without any lag, it helps to maintains over 60 FPS even when a lot is happening on the screen. Therefore, it is wise to configure your graphics settings conservatively to avoid sloppy gameplay.

Benchmarking process is done right after the PC is fully assemble and the game are install to gain all the necessary data to identify if the assemble PC is worth the money or not

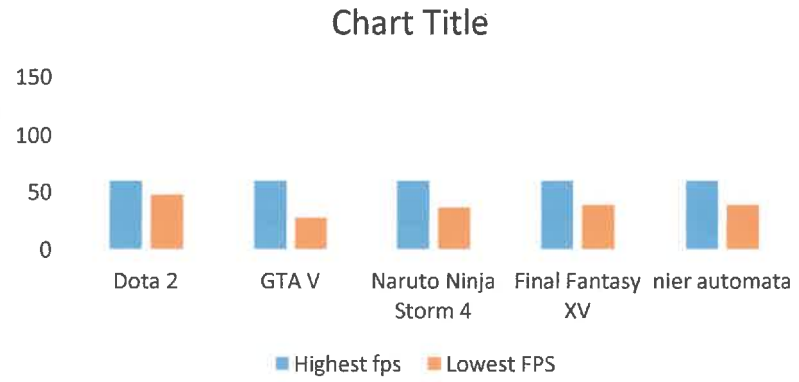

Figure 52: Benchmarking Ultra setting

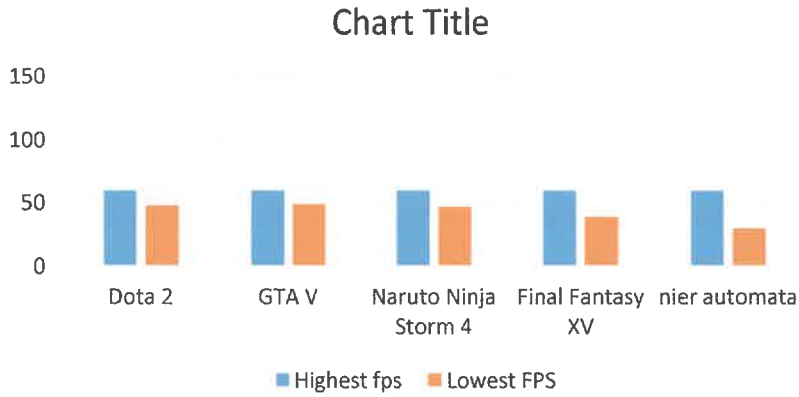

Figure 53: Benchmarking Medium setting

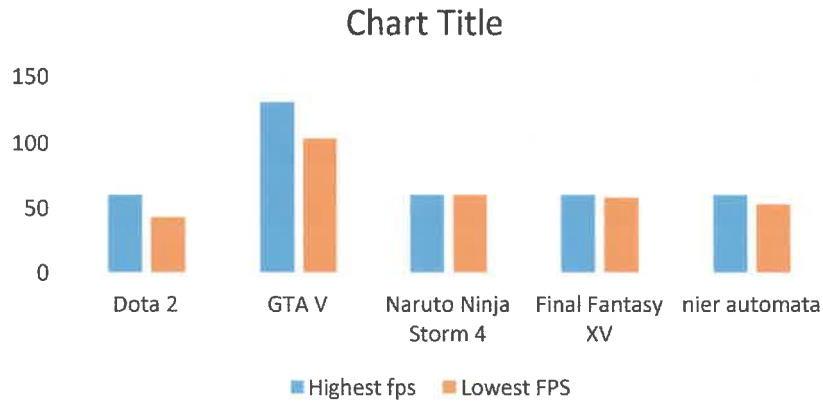

Figure 54: Benchmarking low setting

As shown in the figure 50, figure 51, figure 52 the trainee have tested 5 games that needs a high end graphic use. 1 of them is online game which is the popular Dota 2 and 2 of them is top played games that are released in 2016 to 2017 which is Grand Theft Auto V, Nier Automata and Final Fantasy XV. These two games recommended PC build will be explain later.

Figure 55: Naruto Ninja Storm 4

Figure 56: Final Fantasy XV

Figure 57: Nier Automata

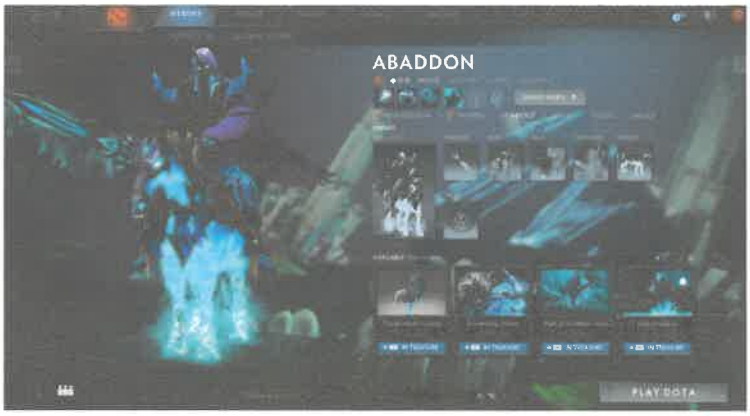

Figure 58: Dota 2

Figure 59: Grand Theft Auto V

3.2.2.1. Recommended needs for playing Nier Automata

ITEM DESCRIPTION	ITEM TYPE	QUANTITY	UNIT PRICE(RM)	GST AMOUNT(RM)	TOTAL (RM)
CORE I5 4690K (4C/4T)	CPU	1	801	0	801
BIOSTAR SUPX IH61MF-Q5 INTEL H61 1155	Motherboard	1	253	0	253
KLEVV BOLT 8GB DDR4 2400 GAMING MEMORY	RAM	1	353.75	0	353.75
APACER M.2 PCIe SSD Z280 GEN 3X4	SSD	1	330.18	0	330.18
SEAGATE BARRACUDA 1TB 3.5 INCH SATA/7200 RPM INTERNAL HARDDISK PC	HDD	1	187.73	0	187.73

FSP HYPER K 500 WATT 80+PLUS WHITE	Power Supply	1	161.32	0	161.32
AIGO STARSHIP II ATX MID TOWER CASING WHITE	Chasis	1	113.20	0	113.20
SEGOTEP 1200MM RGB FAN LIGHTNING I2 4	Cooling fan	4	23.58	0	94.32
ASUS GTX 1050Ti 4GB GDDR5	GPU	1	800	0	800
TOTAL AMOUNT					**3094.50**

Table 4: Overall PC cost for Nier Automata

3.2.2.2. Recommended needs for playing Final Fantasy XV

ITEM DESCRIPTION	ITEM TYPE	QUANTITY	UNIT PRICE(RM)	GST AMOUNT(RM)	TOTAL (RM)
CORE i7-6800K	CPU	1	1669	0	1669
MSI H110M PRO-VH PLUS	Motherboard	1	263	0	263
KLEVV BOLT 8GB DDR4 2400 GAMING MEMORY	RAM	1	353.75	0	353.75
APACER M.2 PCIe SSD Z280 GEN 3X4	SSD	1	330.18	0	330.18
SEAGATE BARRACUDA 1TB 3.5 INCH SATA/7200 RPM INTERNAL HARDDISK PC	HDD	1	187.73	0	187.73
FSP HYPER K 500 WATT 80+PLUS WHITE	Power Supply	1	161.32	0	161.32

AIGO STARSHIP II ATX MID TOWER CASING WHITE	Chasis	1	113.20	0	113.20
SEGOTEP 1200MM RGB FAN LIGHTNING I2 4	Cooling fan	4	23.58	0	94.32
ZOTAC GTX 1060 AMP SE 6GB GDDR5	GPU	1	1279	0	1279
TOTAL AMOUNT					**4451.50**

Table 5: Overall PC cost Final Fantasy XV

For an overall performance of the PC the trainee decided to use UserBenchmark software to compare this PC build with other user all around the world

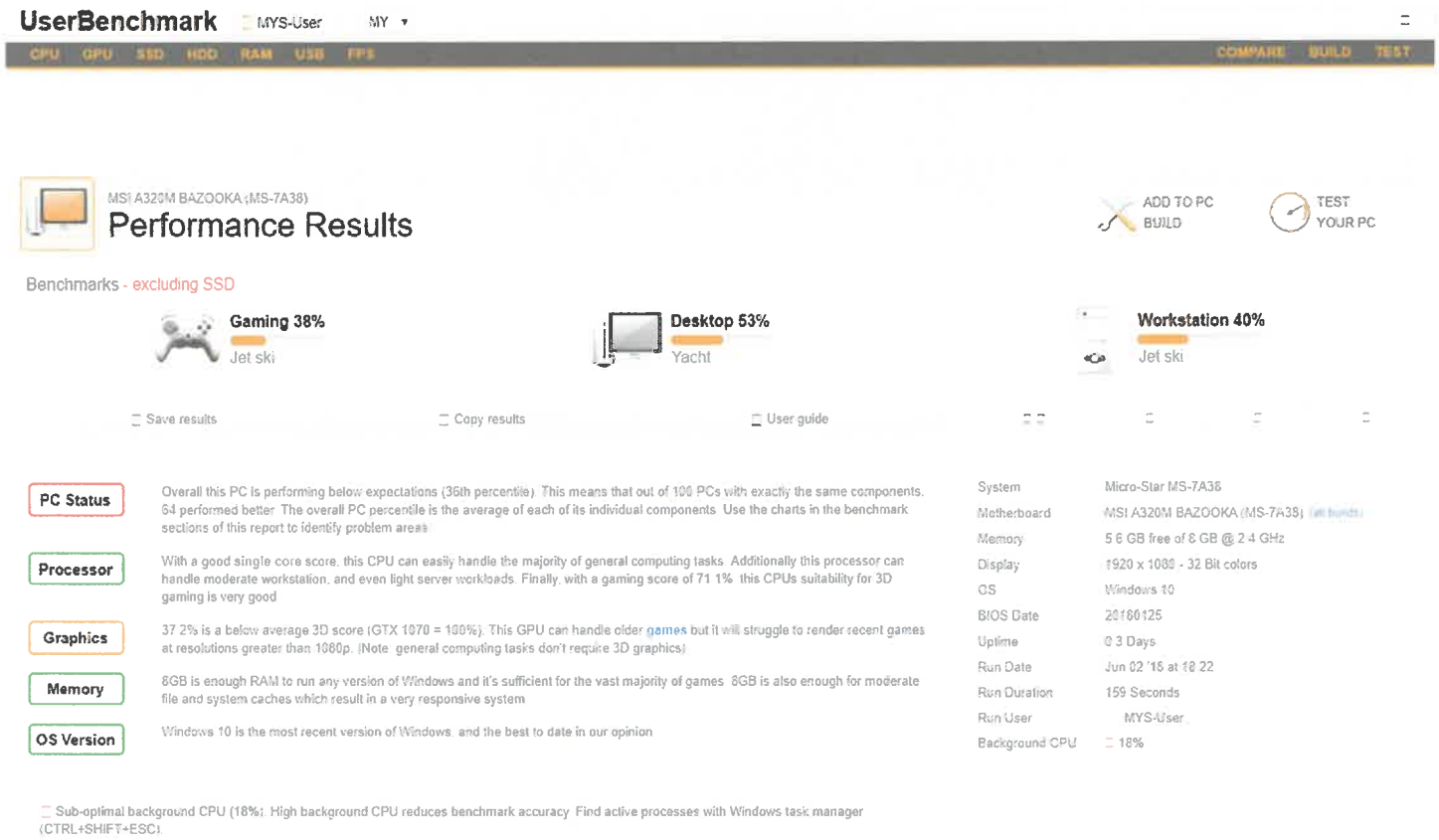

Figure 60: Overall PC performance benchmarking

Here we can conclude that the price for pc assembling for Nier automata (Table 4) does not differ much from the trainee assembled pc the changes made are only at the CPU and this still depend on the user either to use Intel or AMD CPU to run their pc. Yet there is such a huge different in price for Final Fantasy XV(Table 5) . Since Final Fantasy use a really high graphic this game has become one of the benchmarking process to know if the assembling pc enable to run a high graphic performance or not. Since the trainee pc build brings such a large different in price. It safe to concluded that the trainee pc build is enough to run a high graphic performance software while saving a lot of money

CHAPTER 4

CONCLUSION

4.1 Application of Knowledge, Skills And Experience In Undertaking Task

While undertaking the task as a salesman it is crucial to be ready all the times and know what to do in what condition. In other words, fast decision making. As different customer brings different unique character, so a proper communication is needed to be established between both parties.

Not only that the trainee also play the role as technician. The application of assembling a PC or desktop is already learned during trainee diploma. Thus, it is safe to say basic PC assembling require a huge amount of knowledge about desktop as each hardware need to be compatible with other hardware but trainee need to keep in mind that not all of the hardware a compatible. As example gaming PC associated with games and other software which need a fast respond from the PC thus there might be a few extra hardware needed to run the software.

Skill needed are of course the basic knowledge of PC hardware and software, what is needed and how to run them without error. This experience tells a lot of things that are needed to know in order to become a technician.

4.2 Trainee opinion

Through six month of industrial training with Monaliza Mastura Ent Sdn Bhd, This organization provided a lot of opportunities and supportive environment. The supervisor, the staff, and even the top management are friendly and easy to deal with. The trainee also thinks that knowledge and skills provided by faculty is necessary and useful. However, some improvement can be done especially for Practical student classes. The organization could hired outsider who is good with ICT to teach the student. This organization also seems to have potential to open a branches outside from Kelantan. Because from trainee perspective lot of people want to come to this organization to buy things yet most of them stay outside of Kelantan.

4.3 Lesson Learnt

Salesman need to learn how to greet their customer properly always smiling is the key for a successful communication yet the salesman him or herself need to know what kind of item they are selling. If the customer asked something that the salesman did not know it would not hurt to ask others who know the answer to the question. And as a technician there is some field of knowledge that they are unable to cover their knowledge they will be able to learn through experience especially during doing an onsite job.

4.4 Limitations and Recommendations

Monaliza Mastura Ent Sdn Bhd also need to strategize back their management. There is a lot of limitation working here. First of all no emergency leave as staff need to work straight for two weeks if they want a leave. Working in a condition where people are unable to get leave might not only exhausting the staff to work but also reducing their work performance.

Another thing to take in action is to avoid a staff from having a multiple scope of work. It is best to keep it simple for a better management. For technician there is limited space for them to work giving them at least a special room or lab with proper equipment might help the repair service to get better.

As for the recommendation. Monaliza Mastura Ent Sdn Bhd could provide some career improvement to their staff so their worker skill will be able to improve much further in order to maintaining the organization reputation and for those who want to buy computer hardware it is crucial for them to keep in mind what kind of hardware or software are for what kind of purpose while knowing their budget and do not attempt to buy separately without consulting to an expert thus it is best to know a basic of hardware or software before choosing to buy any.

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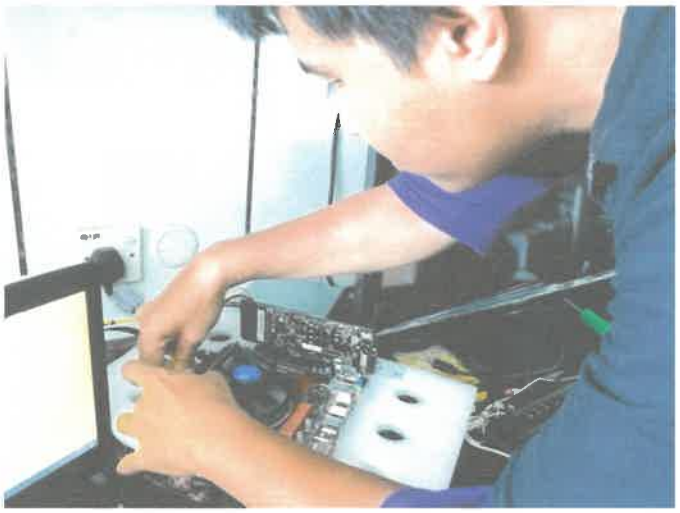
APPENDIX 1: Trainee activities



RYZEN
msi
BAZOOKA
RYZEN
A32
algo
PREDATOR

APPENDIX 2: Attendance Punchcard

SIRI / NO. / 號碼 PE01024 NAMA / NAME / 姓名 AQIL 2

KUMPULAN DEPT. 所屬部門	NO. K/P I/C NO. 身份証號碼	UMUR AGE 年歲	JANTINA SEX 性別

Masa Biasa 正常時日數 Reg. Hours ..... Kadar 費率 Rate ..... Jumlah 總數 Total .....
Masa Lebih 加工作時間數 Extra Hours ..... Kadar 費率 Rate ..... Jumlah 總數 Total .....
Jumlah Pendapatan Total Earned 合共來源 .....
K.W.S.P. 公積金 ..... Pendahuluan 借支 E.P.F. ..... Advanced .....
Potongan 扣除 Deduction .....
Bayaran Terakhir 工作時間 Pay Ending .....
Baki 實得工資 Balance Due .....

Tarikh 日期 Date	Sebelum T / Hari Before Noon 上午		Selepas T / Hari After Noon 下午		Lebih Masa Overtime 加工		Jumlah 共計 Total
	Masuk 入 IN	Keluar 出 OUT	Masuk 入 IN	Keluar 出 OUT	Masuk 入 IN	Keluar 出 OUT	
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31							

Baki yang ditunjukkan diatas adalah benar dan akuan terima
Balance due shown above is correct and receipt is acknowledged
收到上列工資數額無訛

Tandatangan / Signature / 工人簽名

FINEPAP

PC100-BE

SIRI / NO. / 號碼 PE01024 NAMA / NAME / 姓名 AQIL

KUMPULAN / DEPT. / 所屬部門	K.W.S.P NO. / E.P.F NO. / 公積金號

Untuk Bulan 月份 For the Month of MEI Tahun 20 Years

Tarikh 日期 Date	Sebelum T / Hari Before Noon 上午		Selepas T / Hari After Noon 下午		Lebih Masa Overtime 加	
	Masuk 入 IN	Keluar 出 OUT	Masuk 入 IN	Keluar 出 OUT	Masuk 入 IN	Keluar 出 OUT
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AMARAN / WARNING
* Sebarang pekerja yang menoiong stemkan kad seseorang pekerja lain akan dikenakkan tindakan tatatertib ke atasnya.
* Any employee stamping another employee's card will be liable to instant dismissal

告示

SIRI / NO. / 號碼: PE01024 | NAMA / NAME / 姓名: AQIL | 2

KUMPULAN DEPT. 所屬部門	NO. K/P I/C NO 身份證號碼	UMUR 年歲 AGE	JANTINA 性別 SEX

Masa Biasa 工作時間數 Reg. Hours
Masa Lebih 加工作時間數 Extra Hours
Kadar 費率 Rate
Kadar 費率 Rate
Jumlah Pendapatan Total Earned 合共薪酬
Jumlah 總數 Total
Jumlah 總數 Total
K.W.S.P. 公積金 E.P.F
Pendahuluan 借支 Advanced
Bayaran Terakhir 工作時間 Pay Ending
Potongan 扣除 Deduction
Baki 實得工資 Balance Due

Tarikh 日期 Date	Sebelum T / Hari Before Noon 上午 Masuk 入 IN	Sebelum T / Hari Before Noon 上午 Keluar 出 OUT	Selepas T / Hari After Noon 下午 Masuk 入 IN	Selepas T / Hari After Noon 下午 Keluar 出 OUT	Lebih Masa Overtime 加工 Masuk 入 IN	Lebih Masa Overtime 加工 Keluar 出 OUT	Jumlah 共計 Total
16							
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31							

Baki yang ditunjukkan diatas adalah benar dan akuan terima
Balance due shown above, is correct and receipt is acknowledged
收到上列工資數額無訛

Tandatangan / Signature / 工人簽名

FINEPAP

PC100-BF

SIRI / NO. / 號碼: PE01024 | NAMA / NAME / 姓名: AQIL

KUMPULAN / DEPT. / 所屬部門 | K.W.S.P NO. / E.P.F NO. / 公積金號

Untuk Bulan 月份 For the Month of: JUN
Tahun 年份 Years: 2018

Tarikh 日期 Date	Sebelum T / Hari Before Noon 上午 Masuk 入 IN	Sebelum T / Hari Before Noon 上午 Keluar 出 OUT	Selepas T / Hari After Noon 下午 Masuk 入 IN	Selepas T / Hari After Noon 下午 Keluar 出 OUT	Lebih Masa Overtime 加工 Masuk 入 IN	Lebih Masa Overtime 加工 Keluar 出 OUT
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AMARAN / WARNING
* Sebarang pekerja yang menolong stemkan kad seseorang pekerja lain akan dikenakkan tindakan tatatertib ke atasnya.
* Any employee stamping another employee's card will be liable to instant dismissal

告示

SIRI / NO. / 號碼: PE01024

NAMA / NAME / 姓名: AQIL

2

KUMPULAN DEPT. 所屬部門	NO. K/P I/C NO. 身份証號碼	UMUR AGE 年歲	JANTINA SEX 性別

Masa Biasa 工作時日數 Reg. Hours .....
Masa Lebih 加工作時日數 Extra Hours .....
Kadar 資率 Rate .....
Kadar 資率 Rate .....
Jumlah Pendapatan Total Earned 合共來銀 .....
Jumlah 總數 Total .....
Jumlah 總數 Total .....
K.W.S.P 公積金 E.P.F. .....
Pendahuluan 借支 Advanced .....
Potongan 扣除 Deduction .....
Baki 實得工資 Balance Due .....
Bayaran Terakhir 工作時間 Pay Ending .....

Tarikh 日期 Date	Sebelum T / Hari Before Noon 上午		Selepas T / Hari After Noon 下午		Lebih Masa Overtime 加工		Jumlah 共計 Total
	Masuk 入 IN	Keluar 出 OUT	Masuk 入 IN	Keluar 出 OUT	Masuk 入 IN	Keluar 出 OUT	
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17							
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25			15:16				
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30							
31							

Baki yang ditunjukkan diatas adalah benar dan akuan terima
Balance due shown above is correct and receipt is acknowledged
收到上列工資數額無訛

Tandatangan / Signature / 工人簽名

FINEPAP

PC100-Y

SIRI / NO. / 號碼: PE01024

NAMA / NAME / 姓名: AQIL

KUMPULAN / DEPT. / 所屬部門

K.W.S.P NO. / E.P.F NO. / 公積金號碼

Untuk Bulan 月份 For the Month of: MAC

Tahun Years: 2018

Tarikh 日期 Date	Sebelum T / Hari Before Noon 上午		Selepas T / Hari After Noon 下午		Lebih Masa Overtime 加工		Jumlah 共計 Total
	Masuk 入 IN	Keluar 出 OUT	Masuk 入 IN	Keluar 出 OUT	Masuk 入 IN	Keluar 出 OUT	
1			14:29				
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AMARAN / WARNING

* Sebarang pekerja yang menolong stemkan kad seseorang pekerja lain akan dikenakkan tindakan tatatertib ke atasnya.
* Any employee stamping another employee's card will be liable to instant dismissal

告示
有僱員擅印其他僱員卡指著可能遭公司立即開除

SIRI / NO. / 號碼 **PE01024**

NAMA / NAME / 姓名 **AQIL** 2

KUMPULAN DEPT. 所屬部門	NO. K/P I/C NO. 身份証號碼	UMUR AGE 年歲	JANTINA SEX 性別

Masa Biasa 工作時日數 Reg. Hours .....
Masa Lebih 加工作時日數 Extra Hours .....
Kadar 資率 Rate .....
Kadar 資率 Rate .....
Jumlah Pendapatan Total Earned 合共來銀 .....
Jumlah 總數 Total .....
Jumlah 總數 Total .....
K.W.S.P. 公積金 E.P.F. .....
Pendahuluan 借支 Advanced .....
Potongan 扣除 Deduction .....
Bayaran Terakhir 工作時間 Pay Ending .....
Baki 實得工資 Balance Due .....

Tarikh 日期 Date	Sebelum T / Hari Before Noon 上午		Selepas T / Hari After Noon 下午		Lebih Masa Overtime 加工		Jumlah 共計 Total
	Masuk 入 IN	Keluar 出 OUT	Masuk 入 IN	Keluar 出 OUT	Masuk 入 IN	Keluar 出 OUT	
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Baki yang ditunjukkan diatas adalah benar dan akuan terima
Balance due shown above is correct and receipt is acknowledged
收到上列工資數額無訛

.....
Tandatangan / Signature / 工人簽名

FINEPAP
PC100-Y

SIRI / NO. / 號碼 **PE01024**

NAMA / NAME / 姓名 **AQIL**

KUMPULAN / DEPT. / 所屬部門	K.W.S.P NO. / E.P.F NO. / 公積金號

Untuk Bulan 月 **FEB**
For the Month of .....

Tahun **2018**
Years .....

Tarikh 日期 Date	Sebelum T / Hari Before Noon 上午		Selepas T / Hari After Noon 下午		Lebih Masa Overtime 加工	
	Masuk 入 IN	Keluar 出 OUT	Masuk 入 IN	Keluar 出 OUT	Masuk 入 IN	Keluar 出 OUT
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AMARAN / WARNING
* Sebarang pekerja yang menolong stemkan kad seseorang pekerja lain akan dikenakkan tindakan tatatertib ke atasnya.
* Any employee stamping another employee's card will be liable to instant dismissal

告示
有僱員遭印其他僱員卡片者可能遭公司立即開除

SIRI / NO. / 號碼: PE01024

NAMA / NAME / 姓名: AQIL

KUMPULAN / DEPT. / 所屬部門

K.W.S.P NO. / E.P.F NO. / 公積金號碼

Untuk Bulan 月份 / For the Month of: APRIL

Tahun / Years: 2018

Tarikh 日期 Date	Sebelum T / Hari Before Noon 上午		Selepas T / Hari After Noon 下午		Lebih Masa Overtime 加工		Jumlah 共計 Total
	Masuk 入 IN	Keluar 出 OUT	Masuk 入 IN	Keluar 出 OUT	Masuk 入 IN	Keluar 出 OUT	
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AMARAN / WARNING

* Sebarang pekerja yang menolong stemkan kad seseorang pekerja lain akan dikenakkan tindakan tatatertib ke atasnya.
* Any employee stamping another employee's card will be liable to instant dismissal

告示

有僱員擅印其他僱員卡片者可能遭公司立即開除

SIRI / NO. / 號碼: PE01024

NAMA / NAME / 姓名: AQIL

2

KUMPULAN DEPT. 所屬部門	NO. K/P I/C NO. 身份証號碼	UMUR AGE 年歲	JANTINA SEX 性別

Masa Biasa 工作時日數 Reg. Hours .....
Kadar 資率 Rate .....
Jumlah 總數 Total .....

Masa Lebih 加工作時日數 Extra Hours .....
Kadar 資率 Rate .....
Jumlah 總數 Total .....

Jumlah Pendapatan Total Earned 合共求銀 .....

K.W.S.P 公積金 E.P.F. .....
Pendahuluan 借支 Advanced .....
Potongan 扣除 Deduction .....

Bayaran Terakhir 工作時間 Pay Ending .....
Baki 實得工資 Balance Due .....

Tarikh 日期 Date	Sebelum T / Hari Before Noon 上午		Selepas T / Hari After Noon 下午		Lebih Masa Overtime 加工		Jumlah 共計 Total
	Masuk 入 IN	Keluar 出 OUT	Masuk 入 IN	Keluar 出 OUT	Masuk 入 IN	Keluar 出 OUT	
16							
17							
18		14:58					
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Baki yang ditunjukkan diatas adalah benar dan akuan terima
Balance due shown above is correct and receipt is acknowledged
收到上列工資數額無訛

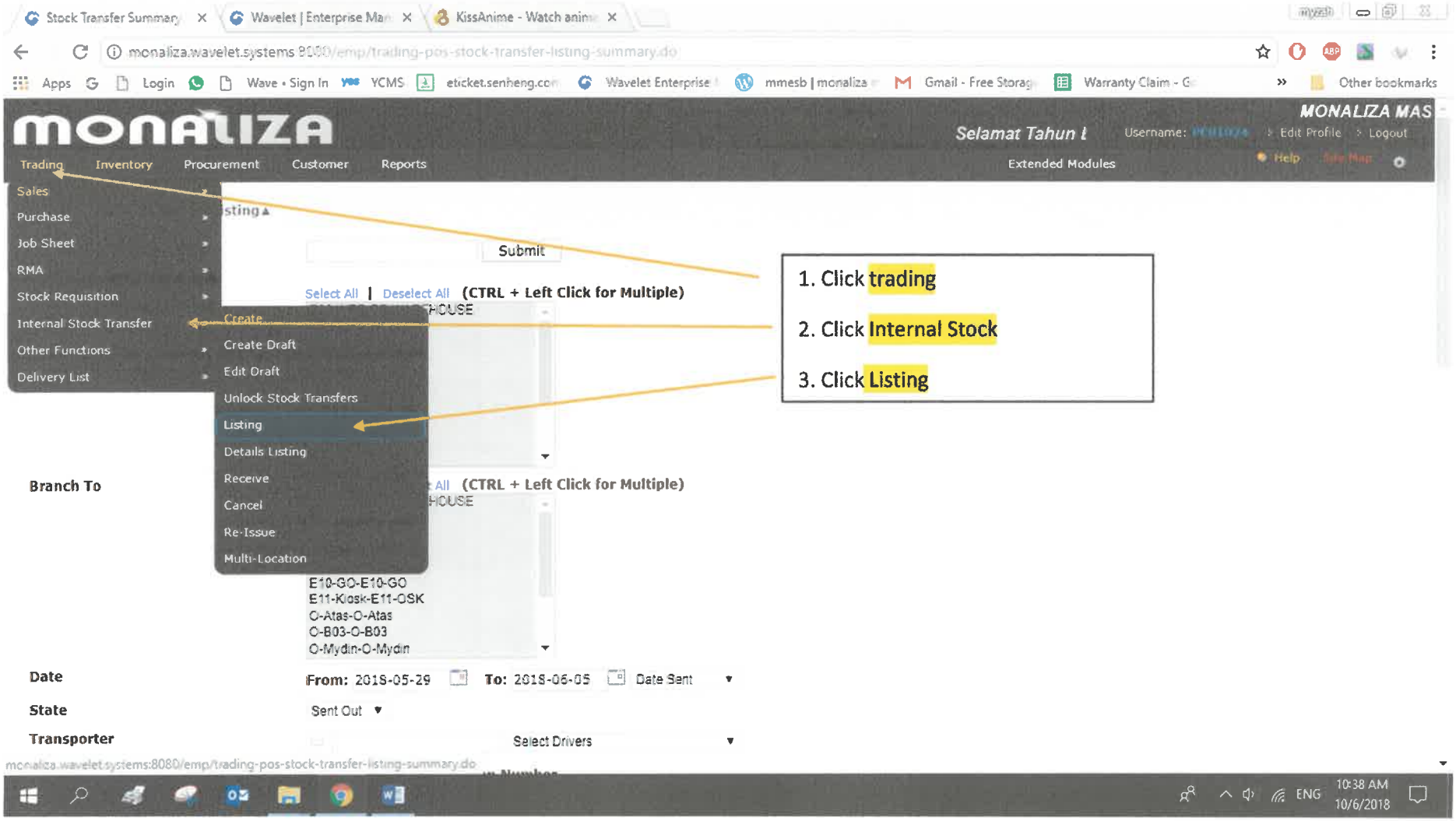
Tandatangan / Signature / 工人簽名 .....

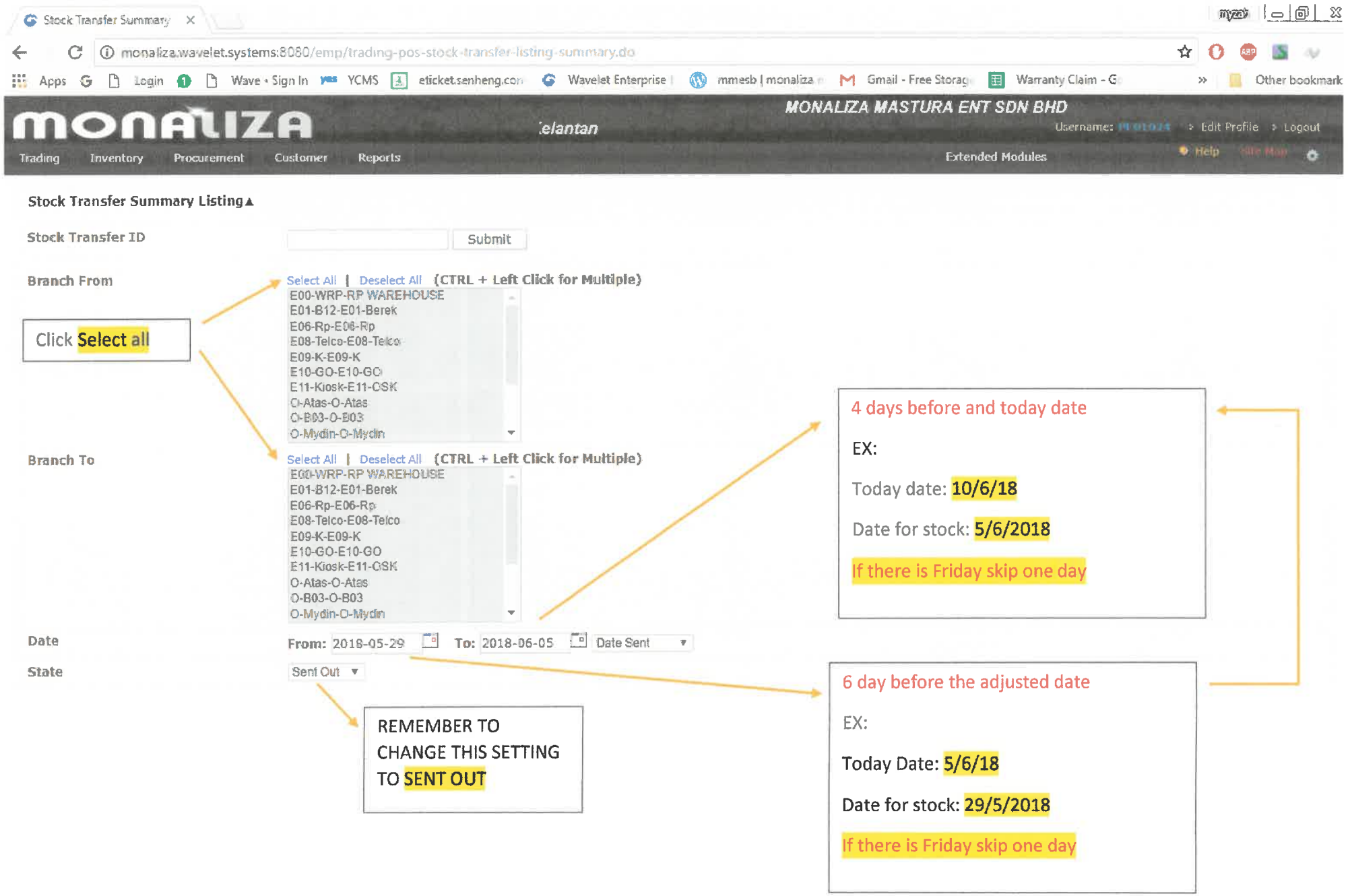
FINEPAP

PC100-Y

APPENDIX 4: Monaliza Manual Wavelet

Stok Risiko Tinggi (SRT) 10.30 a.m. -11 a.m.




Stock Transfer Summary
monaliza.wavelet.systems:8080/emp/trading-pos-stock-transfer-listing-summary.do
MONALIZA
MONALIZA MASTURA ENT SDN BHD
Trading
Inventory
Procurement
Customer
Reports
Extended Modules
Stock Transfer Summary Listing
Stock Transfer ID
Submit
Branch From
Select All | Deselect All (CTRL + Left Click for Multiple)
E00-WRP-RP WAREHOUSE
E01-B12-E01-Berek
E06-Rp-E06-Rp
E08-Telco-E08-Telco
E09-K-E09-K
E10-GO-E10-GO
E11-Kiosk-E11-CSK
O-Atas-O-Atas
O-B03-O-B03
O-Mydin-O-Mydin
Click Select all
Branch To
Select All | Deselect All (CTRL + Left Click for Multiple)
Date
From: 2018-05-29
To: 2018-06-05
Date Sent
State
Sent Out
REMEMBER TO CHANGE THIS SETTING TO SENT OUT
4 days before and today date
EX:
Today date: 10/6/18
Date for stock: 5/6/2018
If there is Friday skip one day
6 day before the adjusted date
EX:
Today Date: 5/6/18
Date for stock: 29/5/2018
If there is Friday skip one day

Generated On: 2018-06-10 09:24

Printable Page | Export Excel xls File | Export CSV

No	Stock Transfer ID	From Branch	To Branch	Reference #	State	Date Sent	Sender	Date Received	Recipient	Sender Remarks	Recipient Remarks	Transporter	Amount	Action
1	ST95948	E01-Berek	Roadshow		sent_out	2018-05-30	E04207	N/A	N/A	review		azim	3,149.05	Receive | Cancel
2	ST95964	E09-K	E06-Rp		sent_out	2018-05-30	E09702	N/A	N/A	YAP LA RM 275		Mr Solehin Abdullah +6019-9666993	265.08	Receive | Cancel
3	ST95965	E09-K	E06-Rp		sent_out	2018-05-30	E09702	N/A	N/A	YAP M RM 110		Mr Solehin Abdullah +6019-9666993	112.26	Receive | Cancel
4	ST95972	E01-Berek	RMA		sent_out	2018-05-31	E04207	N/A	N/A	SRV 36932 MYCS		NOBODY	26.41	Receive | Cancel
5	ST95973	E01-Berek	RMA		sent_out	2018-05-31	E04207	N/A	N/A	SRV 36930 KOMPUTER ABADI		NOBODY	42.45	Receive | Cancel
6	ST95974	E01-Berek	RMA		sent_out	2018-05-31	E04207	N/A	N/A	SRV 36931 KOMPUTER ABADI		NOBODY	23.58	Receive | Cancel
7	ST96016	E01-Berek	RMA		sent_out	2018-05-31	E04207	N/A	N/A	SRV 36950 KOMPUTER ABADI		NOBODY	23.58	Receive | Cancel
8	ST96049	E09-K	E11-OSK		sent_out	2018-06-01	E03118	N/A	N/A			MEI	17.00	Receive | Cancel
9	ST96076	E01-Berek	RMA		sent_out	2018-06-02	E04207	N/A	N/A	SRV 36981 VZTECH		NOBODY	36.00	Receive | Cancel
10	ST96077	E01-Berek	RMA		sent_out	2018-06-02	E04207	N/A	N/A	SRV 36980 MYCS		NOBODY	23.00	Receive | Cancel

Click and see the stock then tell Mr Nabil

From branch to Branch:

Ignore if To branch remark with:

Roadshow

RMA

Tengok Date Sent and who is the Sender ID

Ignore remark with SRV or CC in sender remark rows. If blank or weird remark then ask Mr Nabil

EX weird remark:

KBM

MEKLA

MYZAH

sometime transporter rows need to be alert if sender remark is blank

Do not Click This EVER

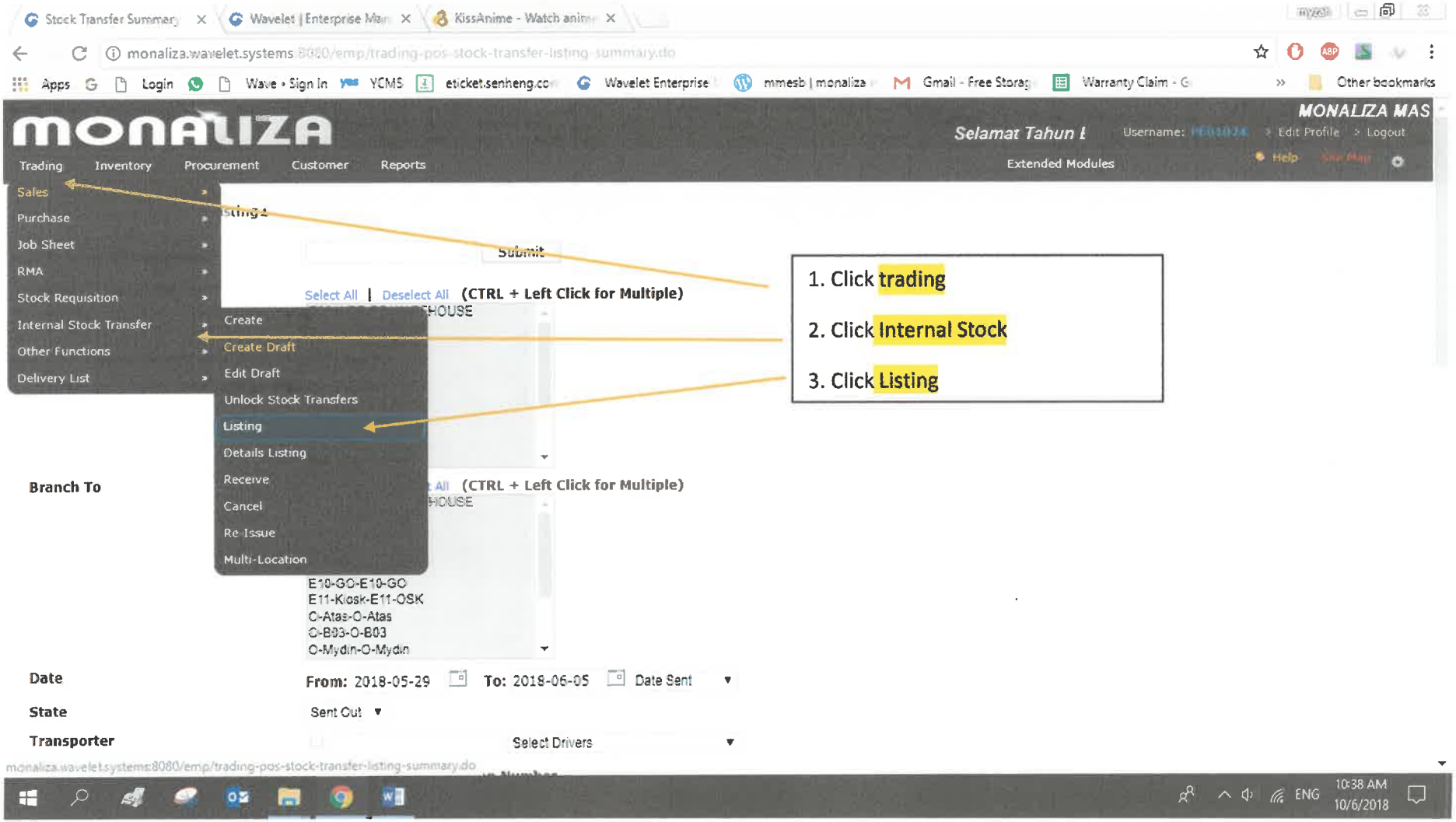
Each of this table related, so if sender remark is blank please alert with From Branch and To branch row and column then alert date sent and Sender rows and columns then alert Transporter rows and columns. After all of this rows and column look suspicious ask MR Nabil for action need to be taken.

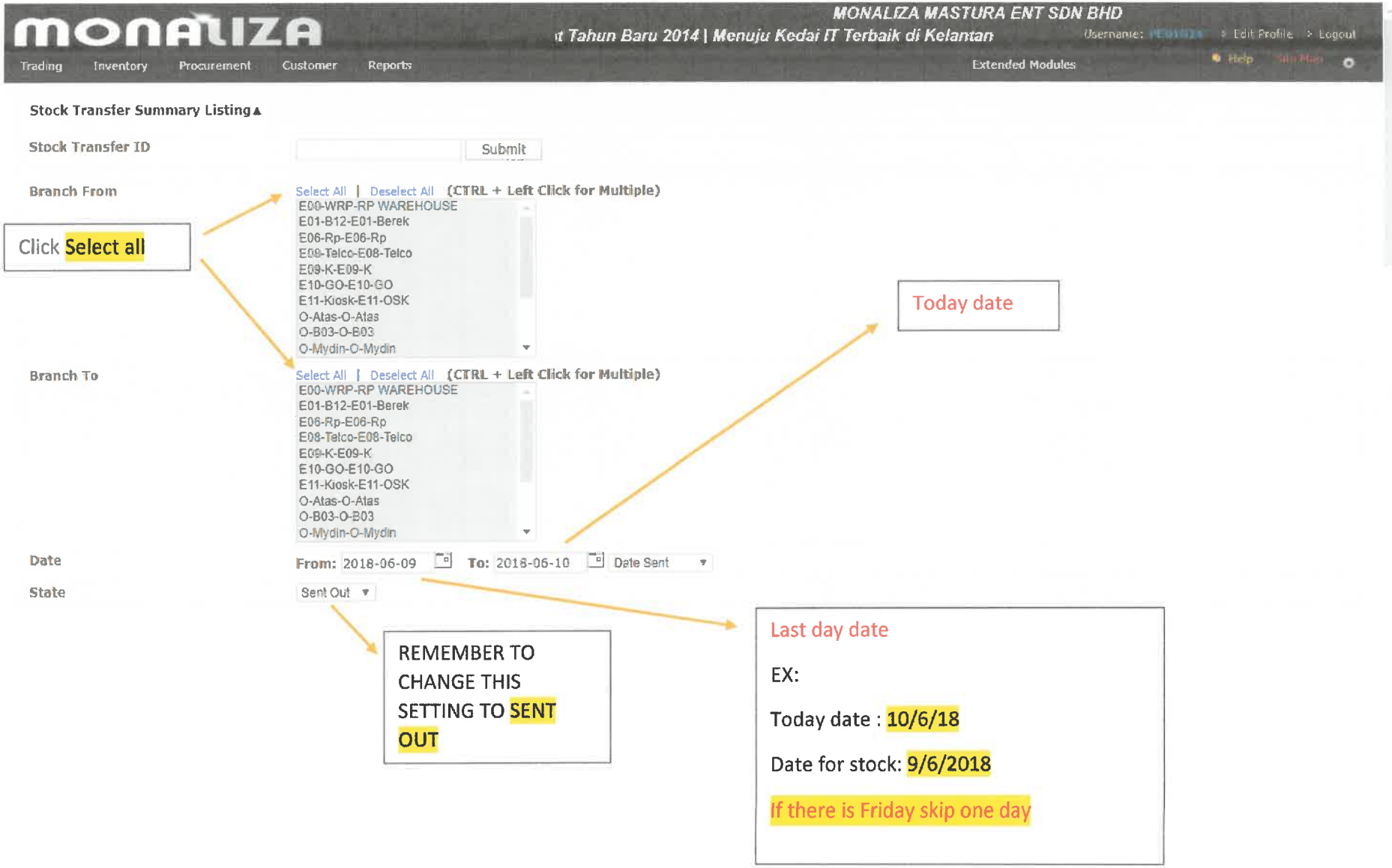
P/S:

Call and ask the From Branch (Telephone number located behind cashier)

How to ask(Hello/Salam this is Monaliza Berek 12 SRT stock still not receive yet. What's the status?)

Stock 11 a.m-12 a.m




MONALIZA
MONALIZA MASTURA ENT SDN BHD
t Tahun Baru 2014 | Menuju Kedai IT Terbaik di Kelantan
Username:
Edit Profile
Logout
Help
Site Map
Trading
Inventory
Procurement
Customer
Reports
Extended Modules
Stock Transfer Summary Listing▲
Stock Transfer ID
Submit
Branch From
Select All | Deselect All (CTRL + Left Click for Multiple)
E00-WRP-RP WAREHOUSE
E01-B12-E01-Berek
E06-Rp-E06-Rp
E08-Telco-E08-Telco
E09-K-E09-K
E10-GO-E10-GO
E11-Kiosk-E11-OSK
O-Atas-O-Atas
O-B03-O-B03
O-Mydin-O-Mydin
Click Select all
Branch To
Select All | Deselect All (CTRL + Left Click for Multiple)
E00-WRP-RP WAREHOUSE
E01-B12-E01-Berek
E06-Rp-E06-Rp
E08-Telco-E08-Telco
E09-K-E09-K
E10-GO-E10-GO
E11-Kiosk-E11-OSK
O-Atas-O-Atas
O-B03-O-B03
O-Mydin-O-Mydin
Today date
Date
From: 2018-06-09
To: 2018-06-10
Date Sent
State
Sent Out
REMEMBER TO CHANGE THIS SETTING TO SENT OUT
Last day date
EX:
Today date : 10/6/18
Date for stock: 9/6/2018
If there is Friday skip one day

Generated On: 2018-06-10 12:22

Printable Page | Export Excel xls File | Export CSV

No	Stock Transfer ID	From Branch	To Branch	Reference #	State	Date Sent	Sender	Date Received	Recipient	Sender Remarks	Recipient Remarks	Transporter	Amount	Action
1	ST96446	RP WAREHOUSE	E01-Berek		sent_out	2018-06-09	E06509	N/A	N/A			Mr Abdul Aziz +6014-8146893	280.00	Receive | Cancel
2	ST96449	E09-K	E10-GO		sent_out	2018-06-09	E09700	N/A	N/A	ATT: WANI		Mr Abdul Aziz +6014-8146893	1,399.00	Receive | Cancel
3	ST96463	E10-GO	E09-K		sent_out	2018-06-09	E09684	N/A	N/A			Mr Abdul Aziz +6014-8146893	66.00	Receive | Cancel
4	ST96467	E01-Berek	E09-K		sent_out	2018-06-10	E04207	N/A	N/A			Mr Abdul Aziz +6014-8146893	600.00	Receive | Cancel
5	ST96468	E01-Berek	RMA		sent_out	2018-06-10	E04207	N/A	N/A	SRV 37127 INNO SUPPLY		NOBODY	33.00	Receive | Cancel
6	ST96469	E01-Berek	RMA		sent_out	2018-06-10	E04207	N/A	N/A	SRV 37128 KOMPUTER ARADI		NOBODY	42.00	Receive | Cancel
7	ST96470						4207	N/A				NOBODY	33.00	Receive | Cancel
8	ST96471						4207	N/A				NOBODY	35.00	Receive | Cancel
9	ST96472						4207	N/A				NOBODY	23.00	Receive | Cancel
10	ST96473				sent_out	2018-06-10	E04207	N/A				Mr Abdul Aziz +6014-8146893	201.00	Receive | Cancel

From branch to Branch:

Ignore if **To branch** remark with:

Roadshow

RMA

Alert last day date only. Ignore today date

Ignore remark with **SRV** or **CC** in **sender remark** rows. If blank or weird **remark** then ask **Mr Nabil**

EX weird remark:

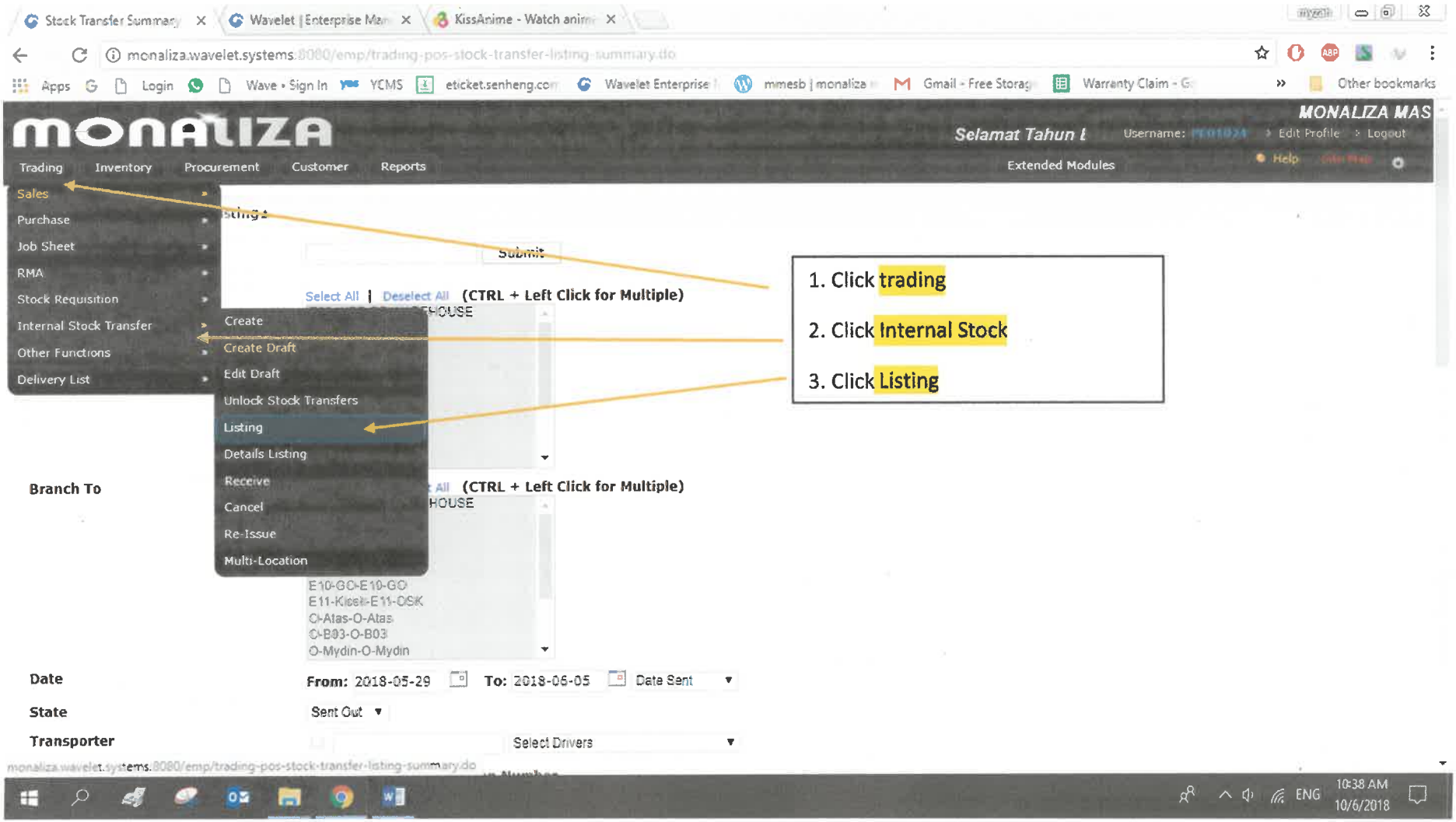
KBM

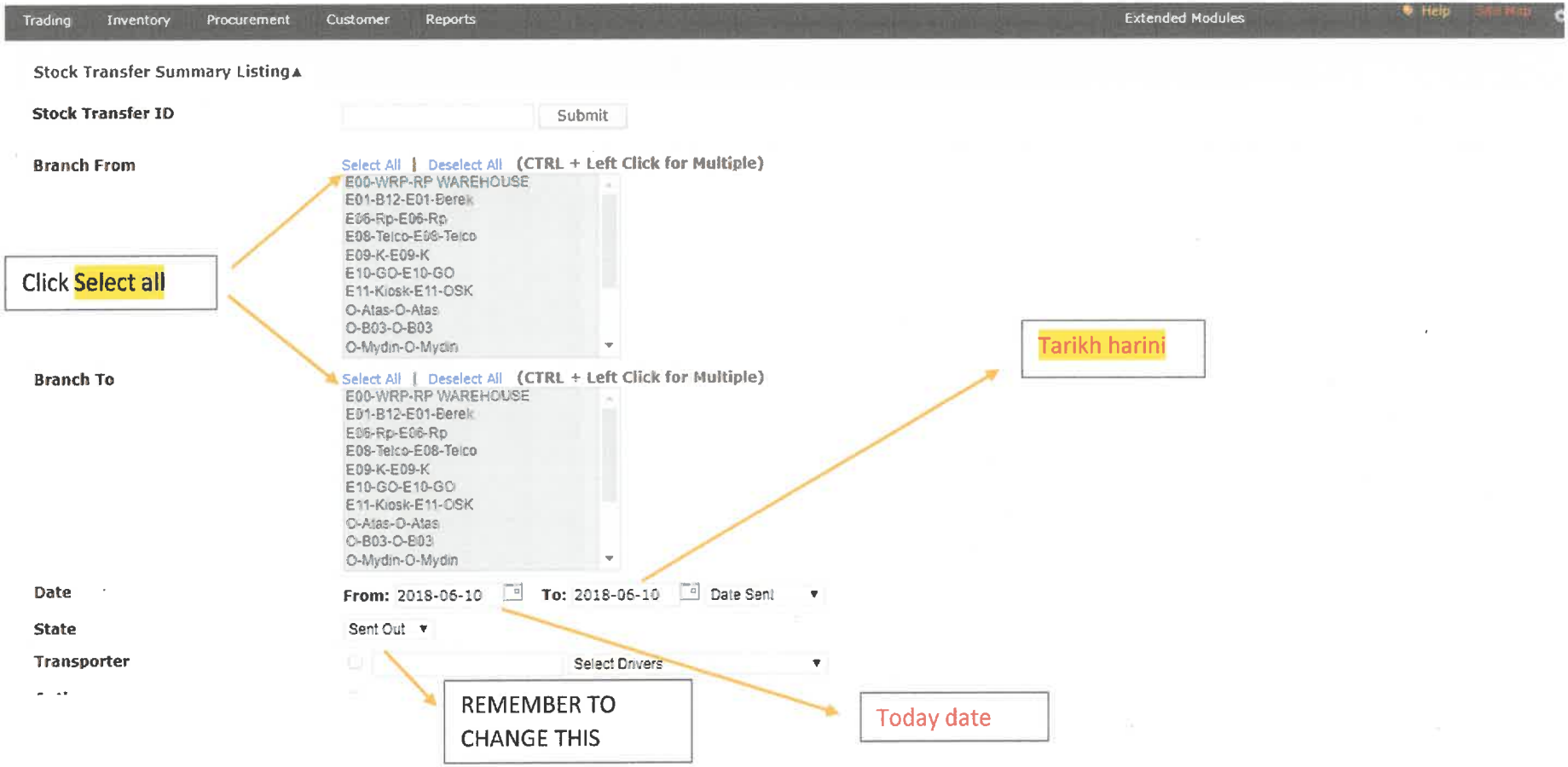
MEKLA

MYZAH

Do not Click This EVER

Stok pukul 6 p.m-7 p.m




Trading
Inventory
Procurement
Customer
Reports
Extended Modules
Help
Stock Transfer Summary Listing▲
Stock Transfer ID
Submit
Branch From
Select All | Deselect All (CTRL + Left Click for Multiple)
E00-WRP-RP WAREHOUSE
E01-B12-E01-Berek
E06-Rp-E06-Rp
E08-Telco-E08-Telco
E09-K-E09-K
E10-GO-E10-GO
E11-Kiosk-E11-OSK
O-Atas-O-Atas
O-B03-O-B03
O-Mydin-O-Mydin
Click Select all
Branch To
Select All | Deselect All (CTRL + Left Click for Multiple)
E00-WRP-RP WAREHOUSE
E01-B12-E01-Berek
E06-Rp-E06-Rp
E08-Telco-E08-Telco
E09-K-E09-K
E10-GO-E10-GO
E11-Kiosk-E11-OSK
O-Atas-O-Atas
O-B03-O-B03
O-Mydin-O-Mydin
Tarikh harini
Date
From: 2018-06-10
To: 2018-06-10
Date Sent
State
Sent Out
Transporter
Select Drivers
REMEMBER TO CHANGE THIS
Today date

Generated On: 2018-06-10 12:51

Printable Page | Export Excel xls File | Export CSV

No	Stock Transfer ID	From Branch	To Branch	Reference #	State	Date Sent	Sender	Date Received	Recipient	Sender Remarks	Recipient Remarks	Transporter	Amount	Action
1	ST96467	E01-Berek	E09-K		sent_out	2018-06-10	E04207	N/A	N/A			Mr Abdul Aziz +6014-8146893	600.00	Receive | Cancel
2	ST96468	E01-Berek	RMA		sent_out	2018-06-10	E04207	N/A	N/A	SRV 37127 INNO SUPPLY		NOBODY	33.00	Receive | Cancel
3	ST96469	E01-Berek	RMA		sent_out	2018-06-10	E04207	N/A	N/A	SRV 37128 KOMPUTER ABADI		NOBODY	42.00	Receive | Cancel
4	ST96470	E01-Berek	RMA		sent_out	2018-06-10	E04207	N/A	N/A	SRV 37129 KOMPUTER ABADI		NOBODY	33.00	Receive | Cancel
5	ST96471	E01-Berek	RMA		sent_out	2018-06-10	E04207	N/A	N/A	SRV 37130 KOMPUTER ABADI		NOBODY	35.00	Receive | Cancel
6	ST96472	E01-Berek	RMA		sent_out	2018-06-10	E04207	N/A	N/A	SRV 37131 MYCS		NOBODY	23.00	Receive | Cancel
7	ST96473	E01-Berek	E09-K		sent_out	2018-06-10	E04207	N/A	N/A			Mr Abdul Aziz +6014-8146893	201.00	Receive | Cancel
8	ST96477	E09-K	E06-Rp		sent_out	2018-06-10	E03118	N/A	N/A	-TO NANCY		Mr Abdul Aziz +6014-8146893	2,699.00	Receive | Cancel
9	ST96480	E09-K	E01-Berek		sent_out	2018-06-10	E09704	N/A	N/A			Mr Abdul Aziz +6014-8146893	795.00	Receive | Cancel
10	ST96481	E09-K	E01-Berek		sent_out	2018-06-10	E09704	N/A	N/A			Mr Abdul Aziz +6014-8146893	1,699.00	Receive | Cancel
11	ST96482	E09-K	E01-Berek		sent_out	2018-06-10	E09704	N/A	N/A			Mr Abdul Aziz +6014-8146893	660.00	Receive | Cancel
12	ST96484	E10-GO	E09-K		sent_out	2018-06-10	E09684	N/A	N/A			Mr Abdul Aziz +6014-8146893	42.00	Receive | Cancel
13	ST96485	E01-Berek	E09-K		sent_out	2018-06-10	E04207	N/A	N/A			Mr Abdul Aziz +6014-8146893	800.00	Receive | Cancel

UPDATE every blank remark Except remarks assigned with SRV or CC in the sender remark which is needed to be ignore. If there is blank or weird remark then ask Mr Nabil

Example weird remark :

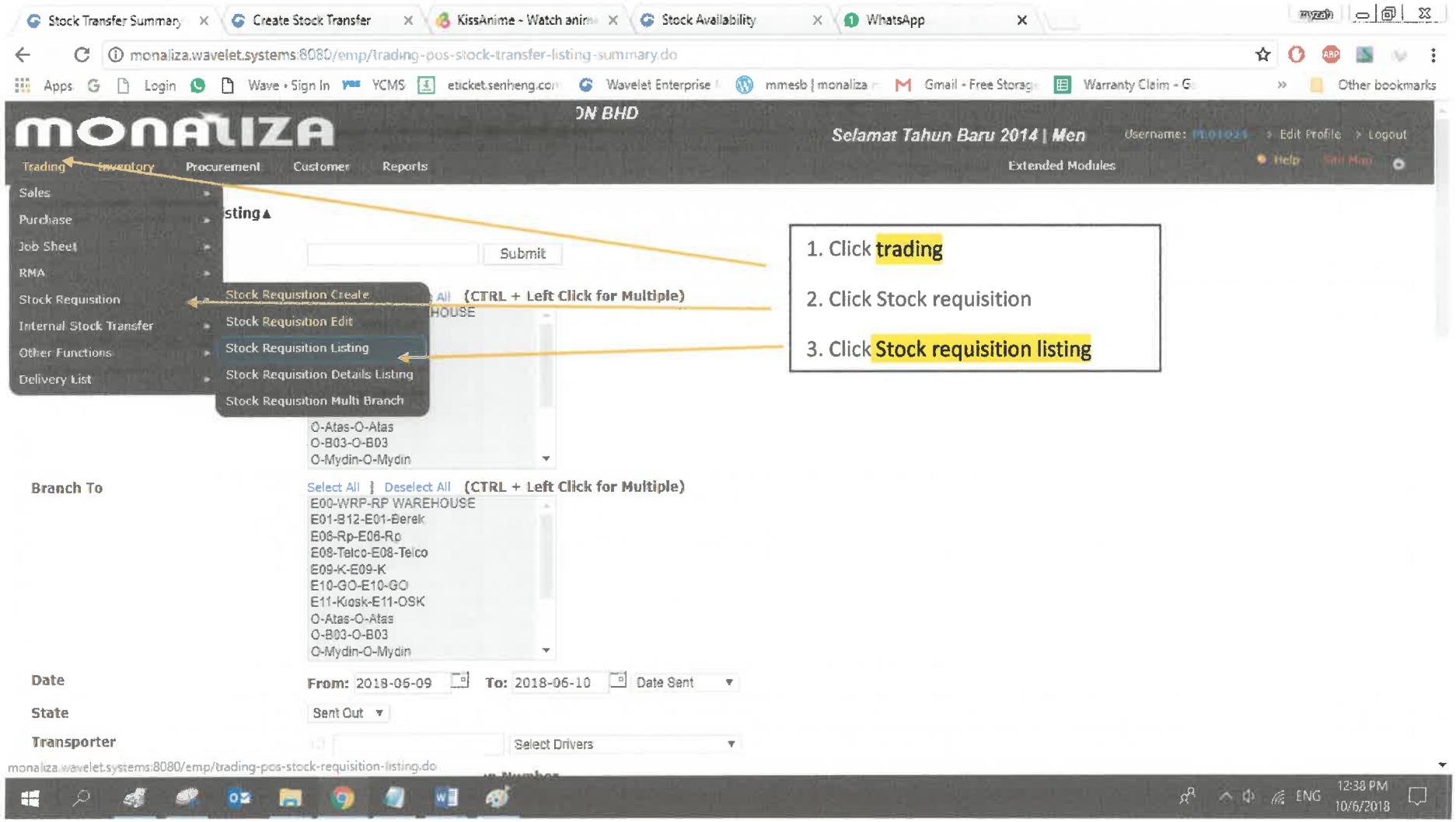
KBM

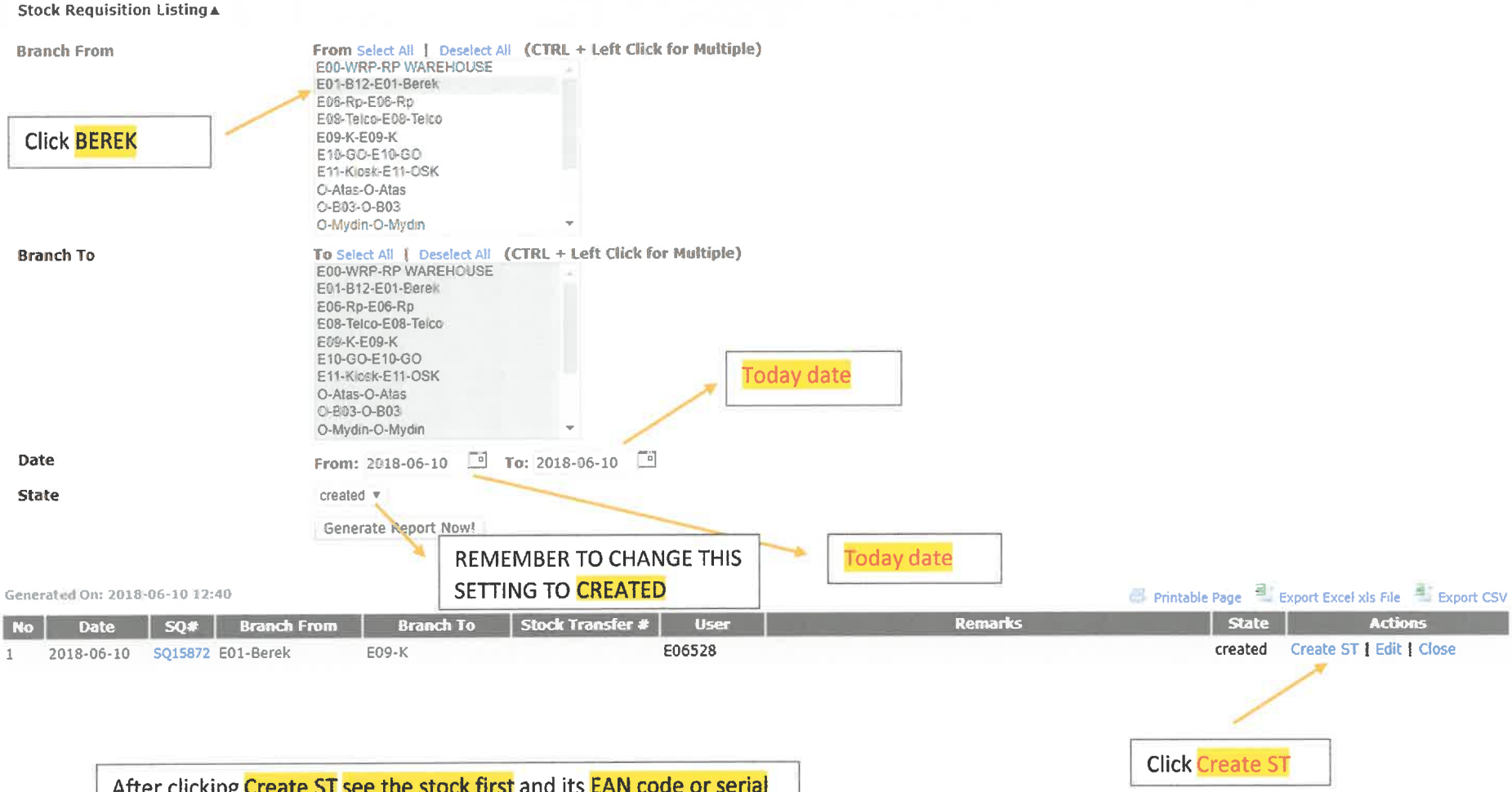
MEKLA

MYZAH

Do not Click This EVER

Stock requisition





After clicking Create ST see the stock first and its EAN code or serial number at the back of the stock item then search and place the stock item at the cashier counter check it 1 hour periodically

(Usually Myzah atau Mr nabil will update through group whatsapp berek 12 which stock item neede to collect) alert whatsapp group berek 12

Report stock update

SRT JAM 10.30

STOCK RISIKO TINGGI (SRT):*SRT - STOCK TRANSFER LEBIH 3 HARI BELUM DITERIMA

ST96446(WRP)- E06509 (WRP-BEREK)

BM - SILA NYATAKAN SEBAB MENGAPA ST DI ATAS BELUM DITERIMA

ST JAM 11 AM

ST YANG BELUM RECEIVE

ST97655(RP)

ST97659(RP)

ST97663(BEREK)

ST97677(BEREK)

MOHON AMBIL TINDAKAN SEGERA BRANCH BERKENAAN SEBELUM JAM 6 PM HARI INI

ST JAM 6 PM

ST YANG BELUM RECEIVE

ST97717(KBM)

ST97718(KBM)

ST97719(KBM)

ST97721(KBM)

MOHON AMBIL TINDAKAN SEGERA BRANCH BERKENAAN SEBELUM JAM 11 AM ESOK

Scope of Work

1. Update Stock
2. Taking Case faulty printer/computer.
3. Setup or Install window,ram,software and cleaning printer(Mr Nabil will teach)
4. Help Deliver item(Miss kym,Miss Laila, Mr Nabil will ask you)
5. Sell Item (Please study or google the item that you sell or did not know first)
6. Call customer after their faulty printer/computer repaired

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Tips in store:

1. Do not leisure
2. Do not walking around aimlessly especially technician area
3. If too many Customer please cover other peoples Job
4. Answering Call please Remember these Magic Word

(HELLO MONALIZA MASTURA, WHAT CAN I HELP YOU WITH)

Tips for selling printer or laptop:

Printer

1. EPSON L360-Good for sold because lot of people use it good price for prnter and use refillable ink.
2. CANON G SERIES (2010, 3010, 4010)-Lot of people buy it but ink absorber always full sometime other problem arises
3. BROTHER DCP (T310, 510, 910)-Most durable Printer rarely have problem, a little bit expensive but worth it, user friendly.
4. HP-Easy to handle just call the care line for any problem.

Laptop

-Look at the brochure for pricelist. If you do not understand research through youtube ,google it or read through review first.