



اَوْنَبُورِ سَيِّدِي تَيَكُونُ لَوِي كِي مَبَارَا
UNIVERSITI
TEKNOLOGI
MARA

**UNIVERSITI TEKNOLOGI MARA
KAMPUS CAWANGAN BANDARAYA MELAKA**

FACULTY OF BUSINESS AND MANAGEMENT

M1BA 242

**MGT 666
INDUSTRIAL TRAINING REPORT**

**COMPANY:
UITM BANDARAYA MELAKA**

**NAME : NURUL IZZATI BINTI MOHD RASID
STUDENT ID : 2022800006
CLASS : MBA242 6**

NAME OF ADVISOR : MADAM ZARINAH BINTI ABU YAZID

SURAT KEBENARAN

Tarikh : 13 Februari 2025

Kepada :

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Setuju



Tidak Bersetuju

Tuan/Puan

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Nama Pelajar	Nurul Izati binti Mohd Rostid		
No. Matriks	2022800506	Nama Program	BA 242
Tajuk Laporan	Industrial Training Report	Nama Syarikat	UiTM Bandaraya Melaka

2. Tindakan ini adalah di bawah tanggungjawab dan kesedaran penuh oleh pihak organisasi.

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Yang Benar



Nama Pegawai : Dr. Nor Azmawati binti Husain
Jawatan : Penyelaras Unit Latihan Industri
No. Tel. :
No. Faks :

Cop jabatan/organisasi:

DR. NOR AZMAWATI HUSAIN
Penyelaras Latihan Industri
Fakulti Pengurusan dan Perniagaan
Universiti Teknologi MARA
Cawangan Melaka
Kampus Bandaraya Melaka

Universiti Teknologi MARA (UiTM) stands as a premier institution of higher education in Malaysia, renowned for its commitment to academic excellence and its pivotal role in uplifting the bumiputera community. The university's journey from its inception to becoming Malaysia's largest university is marked by a vision of transformation and a steadfast dedication to educational empowerment.

This report aims to provide a comprehensive overview of my internship experience within the Practical Unit at UiTM Kampus Bandaraya Melaka. It highlights the key activities, learning outcomes, and contributions made during the internship period, reflecting the practical application of academic knowledge and the enhancement of professional skills.

During my internship, I provided comprehensive administrative support by organizing and managing documents, scheduling meetings, and coordinating events. I also conducted data collection and analysis to support ongoing research projects within the Practical Unit. Additionally, I actively participated in student outreach programs, offering guidance and support to current students. Furthermore, I attended and contributed to various workshops and training sessions aimed at enhancing both technical and soft skills.

The internship allowed me to develop a deeper understanding of the operational aspects of an educational institution and to apply theoretical knowledge in a practical setting. It also enhanced my communication, problem-solving, and teamwork skills, preparing me for future professional endeavors.

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بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ.

In the name of Allah, the Most Gracious, the Most Merciful, I would like to express my heartfelt gratitude to several individuals and institutions who have made my internship experience at the Practical Unit of Universiti Teknologi MARA (UiTM) Bandaraya Melaka both enriching and memorable.

First and foremost, I extend my deepest appreciation to my internship supervisor, Dr Nor Azmawati binti Husain and also Dr Geetha A/P Muthusamy, for their invaluable guidance and support throughout my time at the Practical Unit of UiTM Bandaraya Melaka. Their insightful feedback and encouragement propelled me to enhance my skills and take on new challenges.

I sincerely appreciate Madam Zarinah binti Abu Yazid for her invaluable assistance in helping me settle my internship report and in preparing for my presentation, guiding me with her expertise and encouragement every step of the way.

I would also like to thank the entire lecturers and the staff at the department for their warm welcome and collaboration. The teamwork and camaraderie demonstrated by my colleagues significantly contributed to my learning experience. Each of them played a crucial role in helping me understand the operational aspects of an educational institution.

Furthermore, I am deeply thankful to my family for their steadfast love and encouragement, and to him for his unwavering support and belief in me, which has been invaluable throughout my journey.

Lastly, I would like to express my gratitude to Universiti Teknologi MARA for providing the platform for this internship opportunity. The experiences gained and the connections made during this period will undoubtedly serve as a solid foundation for my future career.

Thank you all for your support and guidance.



NURUL IZZATI BINTI MOHD RASID

OBJECTIVE

An independent, meticulous and detail-oriented individual with a Bachelor's Degree in Finance from the Universiti Teknologi Mara. Experienced in conducting financial management, investment analysis, corporate finance, and applying financial theory to real-world business scenarios. Seeking for an opportunity of a position in finance where I can leverage my education in financial management, accounting, and analysis to add value to a company.

WORK EXPERIENCE

Floor Staff, Kin By The Daily Fix, Melaka

October 2023 - November 2024 (Part Time)

- Making sure customers have a great time, from taking orders to delivering food and drinks to ensuring every need is met
- Cleaning and organizing work areas, equipment, utensils, and service station.
- Serving customers in a fast, efficient, and friendly manner.

Sales Associate, Jalan Jalan Japan

August 2022 - October 2022 (Part Time)

- Handling stocks by arranging, calculating, and reordering.
- Assisting customers in making purchasing decisions by providing information about products, and addressing concerns.
- Handling the store promotions day.

Sales Associate, Levi Strauss

February 2019 - August 2019

- Promoting and assisted with customers' preferences of product.
- Assisting customers in making purchasing decisions by providing information about products, and addressing concerns.
- In charged for tailoring and goods alterations.
- Awarded as the best employee in 3 months of working.

ACTIVITIES ATTRIBUTION

Service Learning Malaysia University for Society (SULAM)

- Organized and facilitated the program at a secondary school, focusing on financial literacy and learning.

Hangcoff Coffee, Melaka.

- Analyzing the organization in improving financial performance, planning for the future, and achieving long-term success.

Professional Image in Hospitality Industry Talk

- Participated in organizing an event that involved collaboration between UiTM alumni and industry professionals.

EDUCATION

Universiti Teknologi MARA, Kampus Bandaraya, Melaka

October 2022 - January 2025

Bachelor of Business Administration (Hons.) Finance

Major subject: Financial Market and Banking Theory | Advanced Corporate Finance | Investment and Portfolio Analysis | Technical Analysis

Universiti Teknologi MARA, Kampus Rembau, Negeri Sembilan

February 2020 - July 2022

Diploma in Banking Studies | CGPA: 3.34

Major subject: Risk and Insurance | Banking Operations | Financial Analysis | Legal Aspects and Ethics in Banking

Universiti Teknologi MARA, Kampus Alor Gajah, Melaka

August 2019 - February 2020

Pra Diploma in Business | CGPA: 3.67

Major subject: Business Principles | Accounting | Marketing | Economics | Management | Trade

AWARDS & ACHIEVEMENT

- Moderator of Banking Student Association Webinar Program | Diploma
- Award-winning Mathematic Competition | Diploma
- Mini Karisma UiTM in Frisbee | Diploma

ADDITIONAL INFORMATION

Soft Skills

- Communication
- Project Management
- Leadership
- Decision Making

Language

- Malay | Native
- English | Proficient

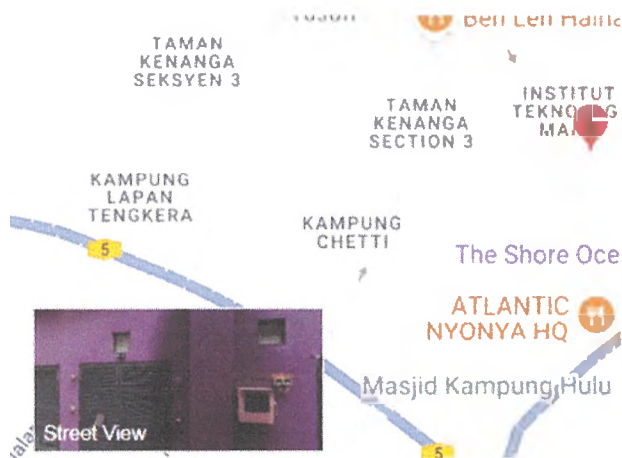
Technical Skills

- Microsoft Office
- Microsoft Excel
- Canva
- ChartNexus
- Social Media

REFERENCES

Profesor Madya Dr Ahmad Fadhly bin Arham
UiTM Kampus Bandaraya Melaka
Senior Lecturer (Finance)

2.1 NAME, LOCATION, AND BACKGROUND



Location: Universiti Teknologi MARA (UiTM), Cawangan Melaka Kampus Bandaraya Melaka, 110 Off Jalan Hang Tuah, 75350 Melaka, MALAYSIA.

Company's Background

Universiti Teknologi MARA Bandaraya Melaka is an outstanding institution of higher learning in Malaysia, located within the historic city of Malacca. Situated in the bustling heart of Malacca City, this campus combines academic excellence with rich cultural diversity.

On the list of strong points which attract students to come to UiTM Bandaraya Melaka is its strategic location along Jalan Hang Tuah. It is also centrally located so that it brings students right into the vibrant city experience, making access to campus quite easy. The institution has a 16-storey building of its own with state-of-the-art facilities so that the campus itself is a modern architectural wonder. Administrative offices, along with clean, equipped classrooms, advanced computer laboratories, and a comprehensive library, are some of the facilities that benefit the students. Meanwhile, there is also an auditorium, surau (prayer room), cafeteria, and student center in the campus to fulfill the needs of the students in the campus. UiTM Bandaraya Melaka also offers various course of studies, particularly through its Faculty of Hotel and Tourism Management and Faculty of Business Management.

Some of the undergraduate programs offered by those at that campus include the Bachelor of Science (Hons) in Tourism Management, Bachelor of Business Administration (Hons) with pathways such as Finance, Human Resource Management, and International Business. They are also taught these programs, and are better able to find success in their field. Student life at UiTM Bandaraya Melaka with an active on-campus culture, students can connect with various academic and social activities during their tenures in universities. Being closed to the places where Malacca's cultures and histories rest, students have more opportunities nowadays to appreciate this rich heritage within the city itself. The support system at campus level allows effective guidance of a student in a way that could ensure educational prospects, from career counseling to healthcare services.

UiTM Melaka Branches:



KAMPUS BANDARAYA MELAKA (KBM)

UiTM Kampus Bandaraya Melaka

Universiti Teknologi MARA (UiTM),
Cawangan Melaka Kampus Bandaraya
Melaka, 110 Off Jalan Hang Tuah, 75350
Melaka, MALAYSIA.



KAMPUS ALOR GAJAH (KAG)

UiTM Kampus Alor Gajah

Universiti Teknologi MARA (UiTM)
Cawangan Melaka Kampus Alor Gajah, KM
26 Jalan Lendu, 78000 Alor Gajah, Melaka,
MALAYSIA.



KAMPUS JASIN MELAKA (KJM)

UiTM Kampus Jasin

Universiti Teknologi MARA (UiTM),
Cawangan Melaka Kampus Jasin, 77300
Merlimau, Melaka MALAYSIA.

1956

Established as the RIDA (Rural & Industrial Development Authority) Training Centre in Petaling Jaya, Selangor, with the primary objective of providing vocational training for Bumiputera students.

1965

Renamed MARA College (Maktab MARA), reflecting its growing role in providing tertiary education.

1967

Upgraded to a university-level institution and renamed Institut Teknologi MARA (ITM), allowing it to broaden its academic offerings

1999

Officially renamed Universiti Teknologi MARA (UiTM), reflecting its status as a full-fledged university.

Today, UiTM is the largest higher education institution in Malaysia, with 34 branch campuses and over 500 academic programs. The university continues to play a crucial role in providing educational opportunities to the bumiputera community, in line with its founding mission. UiTM's commitment to academic excellence is evident in its state-of-the-art facilities, diverse academic offerings, and vibrant student life.

2.2 PHILOSOPHY, VISSION, MISSION, OBJECTIVE, and VALUES.

- **Philosophy**

Every individual has the ability to attain excellence through the transfer of knowledge and assimilation of moral values so as to become professional graduates capable of developing knowledge, self, society and nation.

- **Vision**

To establish UiTM as a Globally Renowned University of Science, Technology, Humanities and Entrepreneurship.

- **Mission**

To lead the development of agile, professional bumiputeras through state-of-the-art curricula and impactful research.

- **Objective**

- 1.To expedite accessibility to higher education.
- 2.To provide world-class education.
- 3.To offer competitive academic programmes that fulfil market needs, spearhead national development and promote global prosperity.
- 4.To produce well-balanced, entrepreneurial graduates who are globally competent.
- 5.To strengthen the internationalisation of values via enhancement programmes.
- 6.To sustain organisational excellence through effective and efficient governance.
- 7.To champion impactful research through stronger research ecosystem.
- 8.To strengthen strategic alliance with alumni and industries.
- 9.To provide cutting edge ecosystem conducive for academic advancements.
- 10.To regulate cost-effective financial practices towards organisational sustainability.

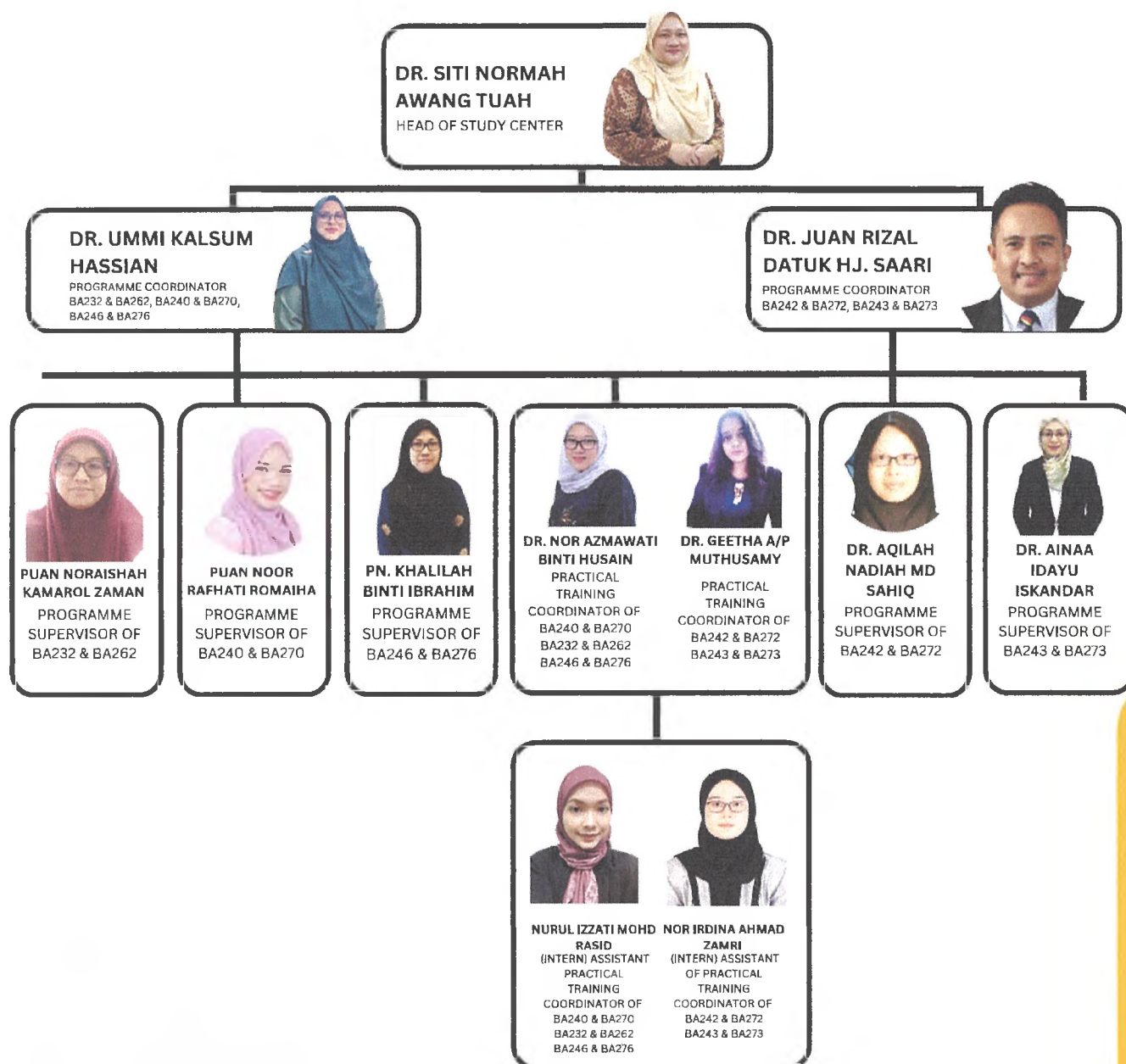
- **Values**

- **Excellence** Practicing internal quality standards to fulfil the stakeholders' requirements and expectations.
- **Synergy** Collaborating seamlessly to maximise productivity that benefits industry and society.
- **Integrity** Embracing honesty, respect and transparency to achieve the highest ethical standard of professionalism.

2.3 ORGANIZATIONAL STRUCTURE



ORGANIZATIONAL CHART OF FACULTY BUSINESS AND MANAGEMENT UITM CAMPUS BANDARAYA MELAKA



2.4 PRODUCT AND SERVICES

DEGREE PROGRAMS

The curriculum covers three main areas: Administrative Management, Computer and Information Technology, and Business Management and Communication. These areas equip students with the necessary skills for related industries through lectures, problem-solving, seminars, and office practicum.

- **BA232** - Bachelor in Office Systems Management (Hons.)
- **BA240** - Bachelor of Business Administration (Hons.) Marketing
- **BA242** - Bachelor of Business Administration (Hons.) Finance
- **BA243** - Bachelor of Business Administration (Hons.) Human Resources Management
- **BA246** - Bachelor of Business Administration (Hons.) International Business

POSTGRADUATE PROGRAMS

- **BA707** - Master of Human Resources Management
- **BA721** - Master of Applied entrepreneurship
- **BA750** - Master of Science (Business Management)
- **BA767** - Master of Business Analytics
- **BA774** - Master of Business Economics
- **BA775** - Master in Office System Management
- **BA776** - Master in Service Management

Student Services

- **Library Services:** Access to a comprehensive collection of academic resources and study spaces.
- **Counseling and Guidance:** Support for students' mental health and well-being.
- **Career Services:** Assistance with job placements, internships, and career development.

Extracurricular Activities

- **Clubs and Societies:** Various student clubs, including the Bursa Young Investor Club (BYIC), which promotes financial literacy and investment skills.
- **Sports and Recreation:** Facilities and programs to encourage physical fitness and sports participation.

Community Engagement

- **Community Projects:** Initiatives that involve students in community service and development projects.
- **Workshops and Seminars/Webinar:** Educational events open to both students and the public.

Duration

During my internship at UiTM Bandaraya Melaka, which took place from Monday to Friday, 8 AM to 5 PM, I had the opportunity to immerse myself in a professional office environment. This experience allowed me to develop essential skills such as task management, teamwork, and problem-solving. I worked closely with colleagues and supervisors, which enhanced my communication abilities and taught me the importance of collaboration. The challenges I faced helped me to think critically and adapt quickly, while the tasks I completed boosted my confidence and technical proficiency. Overall, this internship was a significant step in my professional development, providing me with valuable insights and experiences that will benefit my future career.

Details

Throughout this internship, I want to experience the following main roles that may play a very vital role in my professional growth here at UiTM Bandaraya Melaka's Practical Unit. Among them, one of my key concerns is document management, whereby I will be attached to the organization of both physical and digital documentation relevant to the unit's operation. This includes the processing of documents for storage, scanning of paper documents for electronic copies, and proper labeling of all materials for accessibility. I am very aware that an orderly system of documentation is crucial in supporting daily functions within the Practical Unit.

I am also play a role in scheduling and coordination managing calendars regarding meetings, workshops, and events; and planning all the logistic details, like room reservations and preparation of all materials. Communicate with attendees to confirm their participation by providing them with relevant information on the same, knowing full well that my organizational skills will ensure that such events sail through seamlessly.

Moreover, I look forward to contributing to data collection and analysis in a number of research projects during the internship. I will be collecting data, conducting surveys, and compiling responses; I will be using basic data analysis tools to present information clearly. The hands-on experience will be very useful in deepening my understanding of the processes of data management within an academic environment.

Supporting my fellow students is also a plan, and I will take part in the student support services. I will help the students with their academic queries like questions relating to the availability of internships as well as how to apply for them. I reckon that through effective involvement with other students and helping them to resolve their issues, I shall be contributing much to enriching their university experience as a whole.

This will include event organization and management. I will contributing to the organization on various activities such as workshops, training sessions, and outreach programs. My involvement in organizing the events will involve developing agendas for the events, managing event registrations, and ensuring that all the logistics are set appropriately for smooth implementation. This experience will further develop my planning and organization capabilities.

Other institutions include effective communication and liaison. I will be able to assist in communicating between the Practical Unit, students, faculty, and external industries by distributing vital information and answering questions. I look forward to developing professional relationships with industry partners, fostering collaboration and community engagement within the unit.

I will also be involved in administrative reporting, where I will be preparing periodic reports summarizing unit activities and outputs. The whole process requires me to develop data collection and analysis that would reveal up-to-date information about emerging trends, after which I compile a comprehensive report that the management reviews. It will eventually increase my understanding of reporting and critical analysis ability within an administrative setting.

Moreover, I am looking forward to training and development opportunities. Attending workshops and training sessions is a great avenue for me to increase my knowledge and gain skills that might be helpful in my future career.

Finally, the internship will expose me to the importance of the implementation of policies and procedures within the Practical Unit. I will be contributing to the process of ensuring that all administrative activities are aligned with university guidelines for regulatory compliance, which will also provide insight into the regulatory standards and operational level maintained within an academic institution.

Overall, the internship experience that I will receive in this Practical Unit at UiTM Bandaraya Melaka promises to be a valuable insight into administrative processes, enhancement of professional skills, and effective preparation for future career endeavors. I am excited about the opportunities this experience will bring and am ready to contribute meaningfully toward the goals of the Practical Unit.

Gains

During my internship at the Practical Unit of UiTM Bandaraya Melaka, I gained lots of knowledge and experiences that greatly contributed to my professional and personal development. Among the important skills developed were those concerned with administrative duties. I learned how to manage documents effectively, schedule meetings and events, and organize activities that have added to my organizational capabilities. Organizing information in a systematic manner makes the tasks much easier and helps improve overall efficiency in all the operations at the unit level.

In addition, communication skills have deeply improved throughout the internship period. Interacting with students, faculties, and the outside parties greatly taught how information should be properly and formally represented, whether orally or in a written way. This art of communication is extremely important for every administrative role; therefore, a message could easily be given to whomsoever across and received the way it ought to have been.

The internship also afforded me the chance to put to work some theoretical input or knowledge from my academic studies into practical settings. The experience has affording me full insight into how academic concepts translate into everyday practice within an educational institution. This experience developed an added dimension to the operational aspects of educational management, which has been priceless to my future career.

Analytical skills further developed through data collection and analysis in research projects. I know how to collect, interpret, and present data-some skills very much needed in decision-making processes in any organization. This practical experience not only solidified those data analysis skills but also showed the importance of research in developing effective strategies within an academic environment.

Teamwork and collaboration were key aspects of my internship. Working closely with colleagues fostered a strong sense of teamwork, and I learned the importance of mutual support and leveraging each team member's strengths to achieve common goals. This experience illustrated that effective collaboration is essential for success in any team-based environment.

The internship also provided a variety of challenges that asked for critical thinking and immediate adaptation. I learned how to identify problems, come up with their solution, and manage the implementation-a factor that built my confidence in handling the most unexpected situation. Actually, such problem-solving skills are necessary because they help me approach challenges proactively.

I also acquired practical experience in organizing and arranging events from workshops to outreach programs. It included logistical planning, coordination with stakeholders involved, and ensuring the events turned out successfully. The exposure has equipped me with skills that will be transferable at any opportunity available in event management or administration.

The student outreach programs allowed me to understand the different support services available to students. Helping my peers and contributing to improving their academic experience was rewarding. This involvement deepened my appreciation for the vital role that support services play in an educational setting.

Furthermore, the internship provided valuable networking opportunities. I built connections with faculty members and industry partners, which could benefit my future career prospects. Establishing these professional relationships is essential for future collaboration and potential job opportunities.

Lastly, this internship contributed greatly to my personal growth. I gained confidence in my abilities, learned to manage my time effectively, and developed a strong work ethic-qualities that will serve me well in my future career. Overall, my internship at the Practical Unit of UiTM Bandaraya Melaka was an invaluable experience that honed my professional skills and prepared me for the demands of the workforce, enriching my understanding of the administrative environment within an educational institution.



Strengths

- Strong qualified faculty.
- Strong relationship with industry partners.



Weaknesses

- Manual processes with outdated technology.
- Outdated website.



Opportunities

- Professional Development Programs.
- Adoption of Emerging Technologies.



Threats

- Information security issue.
- Inconsistent Budget.

5.0 DISCUSSION

5.1 Strengths

5.1.1 Strong qualified faculty.

Universiti Teknologi Mara or better known as UiTM is a well-known university in Malaysia. Besides recognition, UiTM Bandaraya Melaka also has strong and qualified faculties due to several key aspects. In fact, these are highly qualified professionals with expertise and experience, and their contribution is very crucial in providing high-quality education for students and cultivating a supportive learning environment. The campus has on board a number of top-rated faculties, namely the Faculty of Hotel and Tourism Management and the Faculty of Business Management, that offer different courses aimed at rendering skills and abilities among students to make them survive successfully in the job environment.

Besides teaching, the faculty members are deeply involved in research and development, ensuring that whatever curriculum is being taught keeps pace with industrial needs—a reflection of academic excellence and innovation expected of any reputable university. All these elements together depict a strong and qualified faculty that is pretty much a big plus regarding the good academic reputation of UiTM Bandaraya Melaka. By nature, many of the faculty members, according to the lists, are those that have heavy research involvement, published their works in reputable journals, which will not only enhance their expertise but also contribute to the academic community. The faculty will, of course, maintain strong relations with industrial professionals in order to update the curriculum to the currently set standards in the industry.



Figure 5.1: List of UiTM Melaka Educator's Awards

5.1.2 Strong relationship with industry partner.

Providing strong guidance for internship students at UiTM Bandaraya Melaka enhances student preparedness and employability, builds strong industry connections, and integrates academic learning with practical experience. Another study also discussed the importance of university-industry collaboration (Luthen, 2018). This support leads to higher student satisfaction and retention, and improves the university's reputation. Thus, making the university job-ready with quality graduates will be possible by equipping students with good preparedness for industry work environments and maintaining a strong relationship with industries. Besides that, UiTM (Universiti Teknologi MARA) has also been quite active in engaging in Memorandum of Understanding collaborations with various industry partners to develop academic and research capabilities.

Collaborations have, over the years, entailed joint research projects for knowledge advancement and technology. Students, through these MoUs, get to enjoy internships, hands-on trainings, and projects with real-world applications that prepare them to practically apply their skills so as to be employable. These are strategic directions to include the UiTM 2025 Strategic Plan for Global Excellence in Translational Research, Innovation, and Industry Partnerships. UiTM Bandaraya Melaka specializes in the areas of business, management, accounting, public administration, and secretarial science. It has forged strategic partnerships with industries that are vital in enhancing the learning of business and management at the campus, as well as international universities such as the University of West of England, Bristol, in advancing education and applied sciences. Students benefit from internships, practical training, and exchange programs with international universities. Attention is also given to the serious study of entrepreneurship, management, and public administration, with projects undertaken jointly with an industrial partner in many instances.



Figure 5.2: List of UiTM International partners of MOU/MOA

5.2 Weaknesses

5.2.1 Manual processes with outdated technology.

Besides that, other challenges faced by the Practical Unit, UiTM Bandaraya Melaka, are the dependency on manual processes and outdated technologies. This will lead to inefficiencies, increased errors, increase maintenance costs, and security vulnerabilities. In addition, staff frustrations and lower morale might also be provoked. This would therefore call for a strategic plan toward the update of technology and automation of processes to increase efficiency and productivity in creating a more positive and effective work environment. The proof that the practical units still used manual processes for documentation is hereby presented.

Manual process can be inefficient, especially when dealing with large volumes of data. The searching for certain documents or information can be very time-consuming and slow, resulting in delays in decision-making and feedback. Too much physical documentation can indeed give rise to concerns about lack of storage space. Where physical documents require immense storage space, especially when gathered over time. Physical documents have always required a lot of space, especially when they have piled up over time. Filing cabinets, shelves, and storage rooms quickly become overcrowded and make it difficult to manage and organize the documents efficiently.

Filing cabinets, shelves, and storage rooms can easily get overcrowded and hence make the management and efficient handling of documents tough. When the storage space is limited, documents may be stored in less accessible locations, such as off-site storage or high, hard-to-reach shelves. This can make retrieving documents time-consuming and inconvenient, impacting productivity. The practical unit were keeping the old documents from the previous semester where it leads to inefficiencies in document management. Staff may spend more time searching for and organizing documents, reducing overall productivity. This can also affect decision-making, as it is very important to have timely access to information.



Figure 5.3: Unorganized documents

5.2.2 Outdated website.

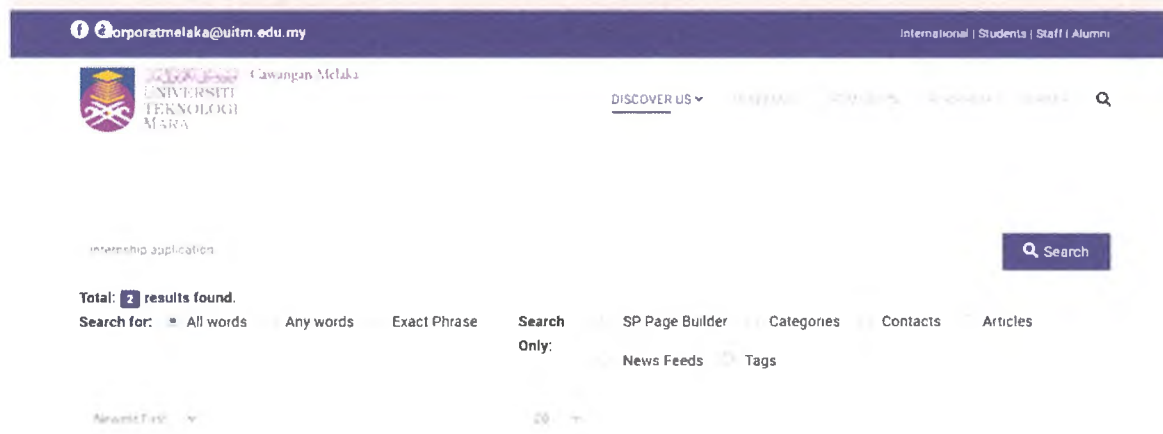


Figure 5.4: UiTM Bandaraya Melaka's website page on internship application category

UiTM Bandaraya Melaka has an outdated website, which inconveniences students when finding and applying for internship programs. It also lacks user-friendly navigation and information that hinders students in searching for the availability of internship slots. Students need to go through many manual procedures when applying for an internship, which is really time-consuming and counterproductive. This situation calls for the need for a modernized, intuitive website that would easily let students access internship listings and make online applications, hence fostering a better experience among students.

Indeed, UiTM Bandaraya Melaka's outdated website presents challenges to students, especially in finding and applying for internship programs. Due to the lack of user-friendly navigation, navigation and accessing updated information on available internship opportunities have become arduous. This, in turn, means that students rely on manual processes for applying for internships-a very time and resource-consuming affair. It becomes all the more important in modern times to have a user-friendly website through which internship announcements are easily found and applications become streamlined and conducted online, easing the workload of students as a whole.

5.3 Opportunities

5.3.1 Professional Development Programs

Such engagement in professional development programs is one of the key initiatives that UiTM Bandaraya Melaka can embark on to equip industry professionals with relevant skills and knowledge, particularly in the context of Industry. These programs are targeted at providing students with the latest competencies needed in the fast-changing industrial landscape, such as training in data analytics, machine learning, and automation technologies. UiTM Bandaraya Melaka can organize workshops, seminars, and certification programs led by qualified faculty and industry experts, providing practical insights and hands-on experience. Besides that, these programs also act as networking platforms for participants to network with peers and industry leaders, promoting collaboration and knowledge sharing.

Additional programs will provide a networking platform for participants to connect with peers and industry leaders for collaboration and knowledge sharing. Customized training on specific organizational needs assures relevance, and engagement with active professionals might lead to research collaborations and innovation projects. The culture of lifelong learning promoted by universities helps professionals to keep abreast of the latest trends. Results from these programs can also serve to attune academic curricula so that graduates are better prepared and relevant for the workforce. In the final analysis, professional development programs are intended to bridge the skills gap to enhance competitiveness and, therefore, help develop human capital in a sustainable manner according to the spirit of Industry.



Figure 5.5: Professional Networking of UiTM

5.3.2 Adoption of Emerging Technologies

A great opportunity to modernize and bring Universiti Teknologi MARA Bandaraya Melaka into the new era of online presence and educational experience for both students and faculty is by upgrading its obsolete website to a more modern user interface. By doing so, the university will be able to provide a more interactive and friendly platform that is easier to navigate and access. Integrate a strong LMS that will allow easy course delivery and resource sharing; this will make the website the center of all learning activities. Besides, a responsive design will ensure that students can access learning materials on various devices, meeting the mobile-centric needs of today's learners. In evidence, by improving content management capabilities, timely updates are possible, keeping information fresh and relevant. Collaboration tools encourage communication and build community among those users who could be external or internal.

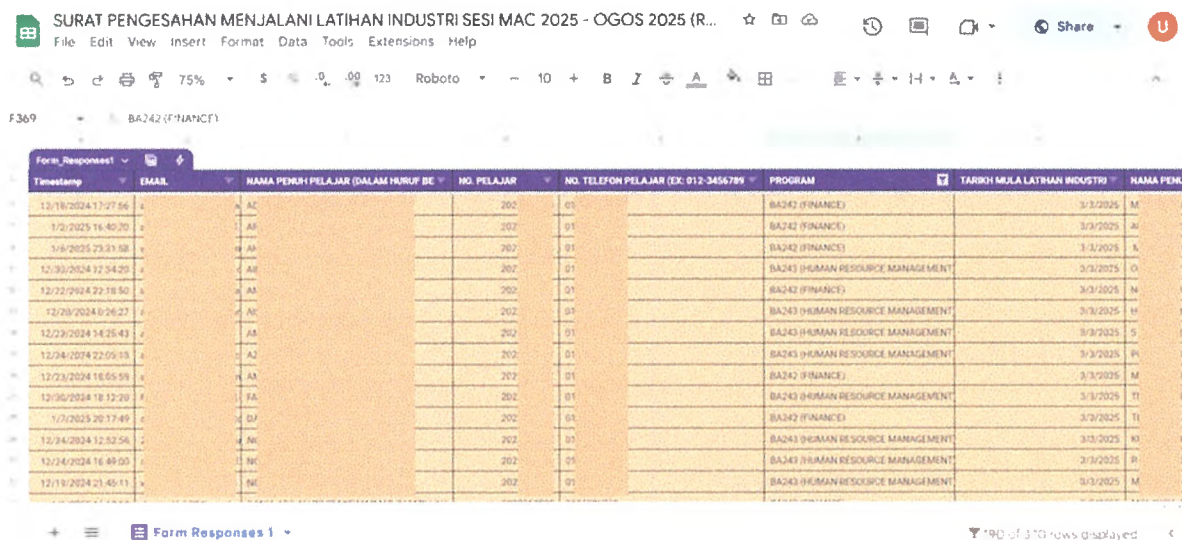
Analytics data can help personalize user experience to increase engagement. This will enable the website to handle increased traffic with scalability and performance benefits of cloud solutions without compromising user experience, while enhancing security features to protect sensitive data. In general, this strategic shift to cloud-based technologies will raise UiTM Bandaraya Melaka significantly in its online presence and an even more effective and engaging platform for its academic community.

5.4 Threats

5.4.1 Information security issue.

The practical unit was in custody of a vast amount of sensitive data, such as students', staff, and the external company's personal information. Access to this data by unauthorized parties could lead to identity theft and violation of privacy. Employees or students with access to sensitive information might deliberately or unintentionally cause security incidents, including data breaches. This may be due to negligence, lack of awareness, or even malice.

It could steal personal information regarding student records, staff details, and financial information. This could lead to identity theft, financial fraud, and a loss of trust in the institution. The practical unit would have to notify the individuals whose information has been breached possible legal action against them, and the implementation of future prevention measures. What did not work out in practice is that most documents were kept on one type of email through which they could get any document, which in effect could facilitate identity theft, financial fraud, loss of trust in the institution and could be considered legal consequences against the lack of protection for that information by a practical unit.



Timestamp	EMAIL	NAMA PENSIH PELAJAR (DALAM HURUF BE)	NO. PELAJAR	NO. TELEFON PELAJAR (EX: 012-3456789)	PROGRAM	TARICHI MULA LATIHAN INDUSTRI	NAMA PENSIH
12/18/2024 17:27:56		AZ	202	01	BA242 (FINANCE)	3/3/2025	M
1/2/2025 16:40:20		AB	202	01	BA242 (FINANCE)	3/3/2025	AI
1/8/2025 23:31:09		AB	202	01	BA242 (FINANCE)	3/3/2025	AI
12/30/2024 12:34:23		AB	202	01	BA243 (HUMAN RESOURCE MANAGEMENT)	3/3/2025	IO
12/22/2024 22:18:50		AB	202	01	BA242 (FINANCE)	3/3/2025	NI
12/20/2024 0:26:27		AB	202	01	BA243 (HUMAN RESOURCE MANAGEMENT)	3/3/2025	NI
12/23/2024 14:25:43		AB	202	01	BA243 (HUMAN RESOURCE MANAGEMENT)	3/3/2025	S
12/24/2024 22:05:15		AJ	202	01	BA243 (HUMAN RESOURCE MANAGEMENT)	3/3/2025	PI
12/23/2024 16:55:59		AB	202	01	BA242 (FINANCE)	3/3/2025	M
12/30/2024 18:12:29		AB	202	01	BA243 (HUMAN RESOURCE MANAGEMENT)	3/3/2025	TI
1/2/2025 20:17:49		AB	202	01	BA242 (FINANCE)	3/3/2025	TI
12/24/2024 12:52:56		AB	202	01	BA243 (HUMAN RESOURCE MANAGEMENT)	3/3/2025	NI
12/24/2024 16:49:03		AB	202	01	BA243 (HUMAN RESOURCE MANAGEMENT)	3/3/2025	PI
12/19/2024 21:45:11		AB	202	01	BA243 (HUMAN RESOURCE MANAGEMENT)	3/3/2025	M

Figure 5.6: Unsecured student's lists

5.4.2 Inconsistent Budget

Inconsistent budget allocations at UiTM pose a number of threats to the improvement of faculty and technology infrastructure in the institution. A major threat is that unstable budget allocations, leading to low morale and dissatisfaction among faculties, will decrease because such uncertainty in salaries, research funding, and teaching resources could affect the quality of education for the students. The erratic budgets also impact UiTM in terms of talent acquisition and retention since competitive salaries, along with enough budget allocation for research and professional development, is key in luring top-tier faculty. A brain drain ensues where top educators and researchers would find greener, more stable grounds elsewhere. Second, it leads to an inconsistent budget, which in return hurts the development and subsequent implementation of new academic programs and initiatives—a lost opportunity for innovation and growth.

Inconsistency in budgets delays or prevents the much-needed upgrading of facilities, technology, and equipment to modern standards. Resources cannot be kept at levels relevant and efficient for both students and faculty. Overall, these threats pinpoint strategic financial planning and management that would be able to bear the needs for UiTM, its faculties, and maintenance of academic standards.

5.5 RECOMMENDATION ON THE STRENGTH

According to Nyanjom (2020), mentoring helps them hone their leadership and communication skills and keeps them engaged with fresh insights. Go ahead and suggest creating a platform for showcasing faculty achievements, research work, and innovations. The platform could be dedicated web pages within the university's website or a separate publication. By highlighting faculty achievements, we actually promote pride not only within the academic community itself but also for potential students and industry partnerships who are eager to be associated with a respected institution. In fact, according to Boso et al. (2019), the teachers who possess a good sense of humor and openness can even inspire students to take part in and make learning fun. Next, we recommend that faculty members be actively facilitated to attend industry conferences and seminars. By encouraging faculty to present their research and findings, it furthers not only their professional profiles but also the reputation of the university. Such exposure in the wider academic and professional community can result in more significant collaboration opportunities and further advance our research programs. According to Jones et al. (2022), this could ultimately lead to better academic and professional success.

Finally, I would recommend expanding the existing MoUs with industry partners. Groulx et al. (2020) have argued that the holistic concept of university-community partnerships is a must for developing sustainability initiatives. By expanding these agreements to include joint research projects, the institution will have directly exposed the faculty and students to current, real-world challenges of these industries. This will enhance not only the capacity to conduct research but also the academic goals in line with the needs of the industry, creating a win-win situation on both sides. Thus, formalizing the opportunities provided ensures that the university will offer such opportunities to all students with regard to practical working experience in matters relating to course specialization. As of today, the whole system of UiTM has almost 1800 active MoU partners. ICAN's Website, (2023).

5.6 RECOMMENDATION ON THE WEAKNESSES

In fighting the weakness, my foremost recommendation will be to invest in new technology solutions crucial in improving practical unit operational efficiency and productivity in UiTM Bandaraya Melaka. A variety of administrative processes and usual operations will be very time-consuming and subject to human errors whenever they are performed manually. Innovative software solutions could solve these inefficiencies and free time and resources that could be channeled to more strategic initiatives. Consider the current process of internship applications at UiTM. Presently, students are able to apply for internships through a physical submission and follow-up of applications, which might lead to delays or loss of documents. With an Integrated Internship Management System, the university will be able to automate the application process. According to Vietnam News Agency (2021), transmission and reception of teaching content have also been faster and more flexible because teaching data has been systematized and every student can receive them and interact with them by simply clicking on their mouse. They are allowed to submit their application online, thus they will confirm in an instance. Automate the sifting and filtering of applications in order of qualifications set and availability to avoid tying faculty manually trying to look through every one of them.

Secondly, the implementation of digital document management enables easy access and retrieval of files, with collaborations included by both faculties and students. The staff would definitely make sure of efficiency, enabling quick and convenient facilitation and managing of documents within. The system can also be used to house updated resources, which can easily be navigated through and informations accessed on time. Through the incorporation of the cloud-based system, we are able to ensure that the content is regularly updated and accessible. "It grants organizations the ability to adapt to new technologies, streamline operations, and stay competitive in an increasingly digital world." Raji, Ijomah & Eyieyien (2024). Comparing UiTM Website to UUM Website, I did find some huge differences since the UUM website features ease of navigation, whereby users can navigate around the site in order to get information in an easy and timely manner, particularly students, faculty members, and even visitors.

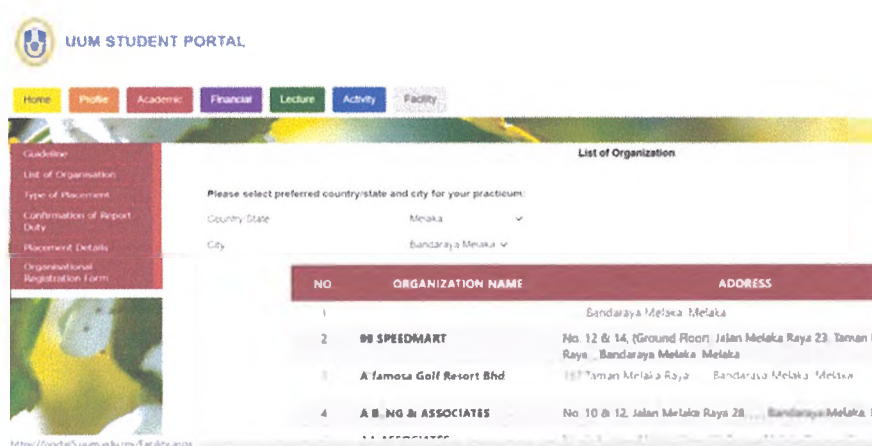


Figure 5.7: UUM's student portal

5.7 RECOMMENDATION ON THE OPPORTUNITIES

The first suggestion would include a set of tailored professional development workshops and training sessions. As Hubers et al. (2020) mention, "There is evidence to prove that when professional development is of high quality, there is a link between a change in teaching practices and improvement in student learning". This kind of collaboration with industry experts will surely help UiTM stay updated and relevant with its academic offerings. For example, UiTM Bandaraya Melaka can collaborate with local technology companies, including software development companies. After numerous consultations with industry captains of industry, the university faculty members know that some of the emergent competencies needed are advanced programming languages and data analytics. The university would then provide a series of workshops in select advanced programming languages, such as Python and R, and data analytics tools, such as Tableau and Power BI. These can also be practical sessions taken by industry experts who bring in real-world experience into the classroom. The evidence from various studies proves conclusively that learners who receive their instruction within an authentic environment-one that provides supports for grit and resilience using a growth mindset-can overcome historical achievement gaps. This is a reality, according to Dweck (2016). At the end of the program, the participants get certificates to add to their resume, which makes them productive in job searches. Also, by presenting itself as an proactive player in the development of the workforce, the university invites even more industrial partnerships in the future.

On developing short-term online courses and webinars on emerging technologies and implementing AI-enabled chatbots to support real time engagement, UiTM Bandaraya Melaka can power its education and engagement for the students effectively. Online courses, such as "AI Essentials for Beginners" and "Data Science Fundamentals," would provide flexible learning opportunities, attract diverse participants, and raise the profile of the university. According to Deloitte. (2018), AI chatbots not only provide customers immediate and consistent services but also reduce the operating costs for organizations. Meanwhile, deploying an AI chatbot named "UITMBot" on its website and social media channels would address common queries efficiently, providing round-the-clock support and freeing up staff to focus on more complex inquiries. Together, these initiatives position UiTM as a tech-savvy institution responsive to the evolving needs of students and the job market, ultimately improving the overall educational experience and institutional reputation.

5.8 RECOMMENDATION ON THE THREATS

My first recommendation is necessary a critical assessment of data security measures at UiTM Bandaraya Melaka will reveal the vulnerabilities in the institution's overall security posture. This can be done by hiring a third-party cybersecurity company to conduct a thorough audit of the current systems, with special emphasis on data storage, access controls, and threat detection mechanisms. Such an audit can reveal vulnerabilities such as using outdated software, poor data encryption habits that may lead to a breach of confidential information, including student records and financial information. Analysts have been speculating on the would-be impact of cyber-attacks for the last ten plus years Shinet al. (2021). Once identified, UiTM can come up with a strategy to remedy such weaknesses: update data encryption techniques to protect personal information and make use of MFA, which requires several verification factors to gain access to sensitive systems. Although computers are becoming faster and methods of failure are becoming more secure, cryptographic algorithms require sustained consolidation in order to avoid insecurity Zou et al. (2020). The university should have regular training that involves staff and students in security awareness on how to protect information, such as phishing, passwords, and protection of data. By actively involving the community, the university achieves two things: it minimizes the potentiality for security breach incidents and makes students and staff more confident that the university does indeed care about their personal data. The after-effect may be fewer security incidents, improved reputation for the university, and compliance with national and international standards of protection of data, which will eventually position UiTM as a leader in educational data security within Malaysia.

The following is based on my read, the budget 2025 that was presented by our Prime Minister, Datuk Anwar bin Ibrahim, in regard to the amount allocated to UiTM: For 2025, the proposed budget for UiTM includes an allocation of as much as RM20 million. This will provide more significant development in infrastructure at the institution for overall academic improvement. Above that, document management systems will be implemented in UiTM Bandaraya Melaka, and this will enable the enhancement in the budgeting process through document costing, the tracking of costs in real-time against forecasted budgets, and automatic report creation on spending patterns. According to Ensinger et al. (2016), for them, digitalization is basically support to achieve higher efficiency, better profitability and productivity, and as an aid to operating cost reduction. For example, planning a new academic program, administrators can easily access the historical budget in order to determine areas of cost savings that could be made to help better allocate resources and do strategic financial planning, and also note that the environment is more secure with the use of a DMS, which is another argument for using an electronic form of business (Docxellent, 2019). Regular revision and retiring of outdated documentation further ensure that the faculty and staff are updated with current and relevant information only, reducing misallocation and ineffective spending. In so doing, this minimizes the effort put forth in managing and reduces storage costs to enable an agile, responsive financial management framework. It would thus give more transparency to, and increase accountability within, UiTM through technological advances that help maintain budgeting records with greater efficiency toward financial health in the long term.

In conclusion, the SWOT analysis on UiTM Kampus Bandaraya Melaka pinpoints important strengths, weaknesses, opportunities, and threats that inform the strategic recommendations for the future development of the institution. Strengths include a strong faculty and established industry relationships that form a very solid foundation from which to enhance the educational offerings and forge new relationships, while some of the weaknesses that have been identified, such as outdated technology and processes, will require immediate attention in order to improve operational efficiency and user experience.

These recommendations suggest some critical interventions that can be done through the development of professional development programs, and by adopting emergent technologies. Investments in modernizing UiTM's online presence-including engaging advanced LMS integration-will pay great dividends in improving educational delivery and access, attracting a wider audience of students and industry professionals alike. Additionally, dedicated professional workshops tailored towards closing the skills gap in the industry will equip graduates to suit the requirements of the labor market.

Now addressing the threats-peculiarly in information security and budget inconsistency-through strategic assessments and tightened data security arrangements will further cement UiTM's reputation and wholeness of operations. Implementing these recommendations would, in fact, ensure UiTM continues to reinforce the competitive advantages of its programs with minimized risks, while embracing sustainable growth and innovation opportunities. The university will be at the forefront of not only an academic institution but also as an important stakeholder in educating and training a qualified workforce to meet the dynamic demands of the industrial landscape through this proactive approach.

Last but not least, this internship experience at Universiti Teknologi MARA (UiTM) Kampus Bandaraya Melaka has been a golden opportunity for the betterment of my personal and professional life. The immersive environment allowed me to apply theoretical knowledge gained during my studies to real-world situations, enhancing my understanding of the operational dynamics within an educational institution. These skills of communication, teamwork, and problem-solving developed a very good platform for my future career. Moreover, all those challenges instilled in me a great level of adaptability and critical thinking-the essential features every professional has to have in their possession in today's rapid world. Further, I look forward to bringing those experiences into actual practice and pursuing excellence in my future endeavors in meaningful contribution toward my professional interests. This internship has indeed given me immense insight into how I will shape my career and guide my ambitions. I am really grateful for the support and mentorship of my colleagues and advisors in this journey.

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	ID	INSTITUTION *	COUNTRY	CRITERIA	INITIATOR	STATUS	DATE OF SIGNING	EXPIRY DATE
1	214	Asosiasi Dosen Akuntansi Indonesia, Indonesia	Indonesia	MOU	UiTM Melaka	Active	Sep 28, 2022	Sep 27, 2025
2	439	Asosiasi Program Studi Keuangan dan Perbankan Syariah, Indonesia	Indonesia	MOU	UiTM Melaka	Active	Oct 12, 2023	Oct 11, 2026
3	226	Chiang Rai Rajabhat University, Thailand	Thailand	MOU	UiTM Melaka	Active	Oct 19, 2022	Oct 18, 2025
4	501	Chulalongkorn University	Thailand	MOA	UiTM Melaka	Active	Feb 22, 2024	Feb 28, 2027
5	44	Institut Agama Islam Tafaqquh Fiddin Dumai (Ianf Dumai)	Indonesia	MOA	UiTM Melaka	Active	Jan 8, 2024	Jan 7, 2025
6	339	Institut Agama Islam Tafaqquh Fiddin Dumai, Indonesia	Indonesia	MOU	UiTM Melaka	Active	May 16, 2023	May 15, 2026
7	111	Istanbul Sabahattin Zaim University, Turkey	Turkey	MOA	UiTM Melaka	Active	May 19, 2023	May 18, 2025
8	606	Politeknik Negeri Padang, Indonesia	Indonesia	MOU	UiTM Melaka	Active	Apr 21, 2021	Apr 20, 2029
9	416	Politeknik Pariwisata Bali, Indonesia	Indonesia	MOU	UiTM Melaka	Active	Sep 12, 2023	Sep 11, 2026
10	417	Politeknik Pariwisata Lombok, Indonesia	Indonesia	MOU	UiTM Melaka	Active	Sep 12, 2023	Sep 11, 2026
11	418	Politeknik Pariwisata Makassar, Indonesia	Indonesia	MOU	UiTM Melaka	Active	Sep 12, 2023	Sep 11, 2026
12	419	Politeknik Pariwisata Medan, Indonesia	Indonesia	MOU	UiTM Melaka	Active	Sep 12, 2023	Sep 11, 2026

Figure 1: List of UiTM International partners of MOU/MOA

	ID	INSTITUTION *	COUNTRY	CRITERIA	INITIATOR	STATUS	DATE OF SIGNING	EXPIRY DATE
13	420	Politeknik Pariwisata Nih Bandung, Indonesia	Indonesia	MOU	UiTM Melaka	Active	Sep 12, 2023	Sep 11, 2026
14	421	Politeknik Pariwisata Palembang, Indonesia	Indonesia	MOU	UiTM Melaka	Active	Sep 12, 2023	Sep 11, 2026
15	686	President University Indonesia	Indonesia	MOU	UiTM Melaka	Active	Oct 9, 2024	Oct 8, 2027
16	384	Rawalpindi Women University, Pakistan	Pakistan	MOU	UiTM Melaka	Active	Aug 11, 2023	Aug 10, 2026
17	204	Sekolah Tinggi Agama Islam (STAI) Natuna, Kepulauan Riau, Indonesia	Indonesia	MOU	UiTM Melaka	Active	Sep 12, 2022	Sep 11, 2025
18	685	Sekolah Tinggi Agama Islam Salahuddin (STAIS), Pasuruan	Indonesia	MOU	UiTM Melaka	Active	Oct 21, 2024	Oct 20, 2027
19	207	Sekolah Tinggi Agama Islam Tanjungpinang, Indonesia	Indonesia	MOU	UiTM Melaka	Active	Sep 15, 2022	Sep 14, 2025
20	688	Sekolah Tinggi Ilmu Ekonomi (STIE) Syariah Bengkalis	Indonesia	MOU	UiTM Melaka	Active	Oct 21, 2024	Oct 20, 2027
21	451	Sekolah Tinggi Ilmu Ekonomi Amkop Makassar, Indonesia	Indonesia	MOU	UiTM Melaka	Active	Nov 10, 2023	Nov 9, 2026
22	63	Universitas Airlangga, Indonesia	Indonesia	MOA	UiTM Melaka	Active	Feb 28, 2023	Feb 27, 2025
23	65	Universitas Airlangga, Indonesia	Indonesia	MOA	UiTM Melaka	Active	Feb 28, 2023	Feb 27, 2025
24	64	Universitas Airlangga, Indonesia	Indonesia	MOA	UiTM Melaka	Active	Feb 28, 2023	Feb 27, 2025

Figure 2: List of UiTM International partners of MOU/MOA

	ID	INSTITUTION *	COUNTRY	CRITERIA	INITIATOR	STATUS	DATE OF SIGNING	EXPIRY DATE
26	679	Universitas Airlangga, Indonesia	Indonesia	MOA	UiTM Melaka	Active	Aug 30, 2024	Aug 30, 2025
27	504	Universitas Gadjah Mada, Indonesia	Indonesia	MOA	UiTM Melaka	Active	Mar 19, 2024	Mar 7, 2027
28	150	Universitas Islam Negeri Maulana Malik Ibrahim Malang, Indonesia	Indonesia	MOU	UiTM Melaka	Active	Jun 29, 2022	Jun 28, 2025
29	100	Universitas Mercu Buana	Indonesia	MOA	UiTM Melaka	Active	Jul 31, 2024	Apr 30, 2025
30	51	Universitas Mercu Buana	Indonesia	MOA	UiTM Melaka	Active	Jan 25, 2024	Jan 24, 2025
31	687	Universitas Muhammadiyah Makassar Indonesia	Indonesia	MOA	UiTM Melaka	Active	Sep 9, 2024	Sep 8, 2025
32	684	Universitas Nahdlatul Ulama Pasuruan	Indonesia	MOU	UiTM Melaka	Active	Oct 21, 2024	Oct 20, 2027
33	132	Universitas Negeri Semarang, Indonesia	Indonesia	MOA	UiTM Melaka	Active	Jun 6, 2023	Jun 5, 2025
34	131	Universitas Negeri Semarang, Indonesia	Indonesia	MOA	UiTM Melaka	Active	Jun 6, 2023	Jun 5, 2025
35	130	Universitas Negeri Semarang, Indonesia	Indonesia	MOA	UiTM Melaka	Active	Jun 6, 2023	Jun 5, 2025
36	321	Universitas Universal (UVERS), Indonesia	Indonesia	MOU	UiTM Melaka	Active	Mar 31, 2023	Mar 30, 2026
37	112	Universiti Islam Sultan Sharif Ali (UNISSA), Brunei	Brunei	MOA	UiTM Melaka	Active	May 19, 2023	May 18, 2025
38	409	Ural Federal University, Russia	Russia	MOU	UiTM Melaka	Active	Sep 5, 2023	Sep 4, 2026

Figure 3: List of UiTM International partners of MOU/MOA

MEMORANDUM PERSEFAHAMAN ANTARA UiTM DENGAN KPTM



21 Mei 2016 – Majlis Perjanjian Memorandum antara Universiti Teknologi MARA (UiTM) dengan Kolej PolyTech MARA (KPTM) telah berlangsung di Bangunan Canselor Tuanku Syed Sirajuddin, UiTM Shah Alam. Majlis telah diadukan oleh YBhg. Prof. Emeritus...

MEMORANDUM PERSEFAHAMAN ANTARA UiTM DENGAN MARA



22 Julai 2016 – Majlis Antara Rakyat (MARA) dan UiTM telah menandatangani Memorandum Persefahaman (MoU) khusus dalam bidang pengurusan Pusat Sumber. Hala tuju memorandum persefahaman ini adalah untuk mengadakan satu usaha sama pintar dan perkongsian...

Figure 4: UiTM partners of MOU/MOA

MEMORANDUM PERSEFAHAMAN ANTARA UiTM DAN iM4U



9 April 2016 – Majlis Pelancaran iM4U Sentral telah disempurnakan oleh YAB Datu' Sri Mohd Najib Tun Abdul Razak, Perdana Menteri Malaysia. iM4U Sentral merupakan hub integrasi sosial dan pembangunan kesukarelawan belia di negara ini. Kompleks serba...

MEMORANDUM PERSEFAHAMAN ANTARA UiTM DAN PETRONAS



Pada 25 Ogos 2016, telah termeterainya jalinan kerjasama antara Universiti Teknologi MARA (UiTM) bersama Petronas. Majlis yang diadakan di Institute of Leadership And Development (ILAD) Bandar Baru Enstek, Nilai telah dirasmikan oleh Yang Berhormat...

Figure 5: UiTM partners of MOU/MOA

Majlis Menandatangani Memorandum Persefahaman (MoU) antara Universiti Teknologi MARA (UiTM) dan Tiquar Enterprise (Pemegang Lesen Rasmi F1 In Schools MALAYSIA).



YB Prof. Datuk Dr. Shahrin bin Shahril telah mengadakan Majlis Menandatangani Memorandum Persefahaman (MoU) antara Universiti Teknologi MARA (UiTM) dan Tiquar Enterprise (Pemegang Lesen Rasmi F1 In Schools MALAYSIA) di Pejabat Naib Canselor, UiTM.

Tags: #tiquar

Majlis Menandatangani Memorandum Perjanjian Antara Universiti Teknologi MARA (UiTM) dan Rakan Industri



Pada 1 Oktober 2014, Fakulti Sains Kejuruteraan UiTM telah menganjurkan Majlis Menandatangani Memorandum Perjanjian (MOA) dengan kerjasama strategik daripada tiga rakan industri yang terkemuka, iaitu YAWAS, SIMBIT, dan PINSIOGO. Majlis yang berprestij...

Figure 6: UiTM partners of MOU/MOA





Picture 1: At my workstation

19	Willingness to work beyond the job description.	1	2	3	4	5
20	Responds promptly to task requirements.	1	2	3	4	5

Overall Comment/Feedback:

- Need to improve communications skills.
- The student have consistently demonstrated a commitment to learning and adapting.
- The student ability to collaborate effectively with team member has greatly contributed to our team success.
- Good professional appearance and punctuality

Supervisor/Employer's Signature & Stamp:  

Total Score: 73 /100

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Picture 2: Make evaluation based on company's feedback



Picture 3 & 4: Organizing the documentation



Picture 5: Make a research on the internship company



Picture 6: Participate the Blood Donation Day at the company events'



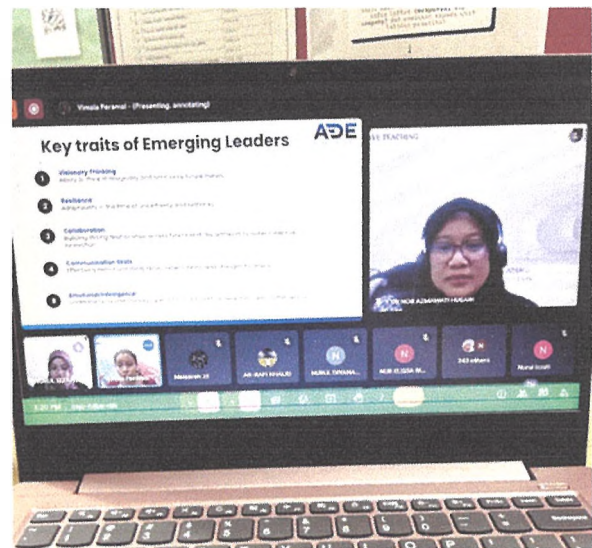
Picture 7: Become a person in charge of the day collaboration with the vocational college



Picture 8: In charge of registration for the Part 5 initial briefing



Picture 9: Part 5 initial briefing



Picture 10: Part 5 Preparatory briefing



Picture 11: Supervisors of Practical Unit



Picture 12: Farewell events with the department staff