



**UNIVERSITI TEKNOLOGI MARA
FACULTY OF INFORMATION MANAGEMENT**

**INDUSTRIAL TRAINING REPORT:
HOSPITAL TANAH MERAH
UNIT TEKNOLOGI & KOMUNIKASI ICT (HOSPITAL TANAH MERAH, 17500
TANAH MERAH KELANTAN)**

SPECIAL PROJECT: LEAN HEALTHCARE (BED MANAGEMENT SYSTEM)

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**IM245 - BACHELOR OF SCIENCE (HONS.) INFORMATION SYSTEM
MANAGEMENT
FACULTY OF INFORMATION MANAGEMENT
UNIVERSITI TEKNOLOGI MARA KELANTAN**

01 AUGUST 2017 – 31 DECEMBER 2017

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

01 AUGUST 2017 – 31 DECEMBER 2017

DECLARATION

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Date of Submission:

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ABSTRACT

The industrial training report based on practical training by the trainee during five months start on August 2017 until December 2017. The training had been done in “Unit Teknologi dan Komunikasi (ICT) Hospital Tanah Merah”. Although the training had been done in Unit ICT, besides the Special Project of the trainee focus on to Unit Kecemasan Hospital Tanah Merah “Bed Management System”. In five months, there are too much activities had been touch by the trainee include indoor activites and outdoor activities. During intership program, the trainee had been supervised by Encik Faizal Haini bin Fadzil and Encik Muhd Zakie bin Shafie as Organization Supervisor. The special project had been touch in Chapter 3 while Chapter 1 and Chapter 2 more on experience of the trainee during the internship in five months. The last chapter in Chapter 4 more on conclusion and recommendation of the special project and whole on intership time.

Keywords : Special Project, Unit ICT, outside office, supervisor, intership

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ACKNOWLEDGEMENT

Assalamualaikum Warahmatullahi Wabarakatuh. First of all, I would like to thankful to our Creator, Allah Subhanahuwata'ala on His guides to me as a human. As human I can't continue my life without His Rahman & His Rahim.

Secondly, I would like to thanks to my parents for their support my studies in weather in financial or spirit supportive.

After 5 years of studying at MARA Technology of University, many of which I have learned in my life over the past five years have been demanding in academic and soft skill, I have finally completed my learning in information systems management (IM245), and i have finished with my last project this "hardcore" project. At this opportunity I would like to extend my appreciation to Ass Encik Faizal Haini bin Fadzil as my faculty supervisor, who guide and teach me since i started until i finished my industrial training He gives many good motivations to me about the project and much guide me to show the truth concept how to make the project more interesting and valuable.

In finishing this special project i would like to mention supervisor in organization, Information Technology Officer in Unit (ICT) Hospital Tanah Merah Encik Mohd Zakie bin Shafie that always teach me how to be good employee and he always give the good motivation to me how to survive when i have the job later. He also share a lot of his experience to me as a teaching and guidance.

Lastly, during my study in UiTM started diploma 2012 until finishing my degree 2017, I would like to thank to all my lecturers and academic advisors, among them, Sir Zafian, Sir Naim, Dr. Ghazali, Sir Faiz, Madam Shaliza, Madam Salliza, Madam Izzatil,

and other lecturers that never stop to teach the student in UiTM. Also not forget to my friends (Unit ICT) Staff, and others that always give me good support in every single action of my study.

CHAPTER 1

INTRODUCTION

1.1 Background of the Organization

The practical place that had been choose is Tanah Merah Hospital. In Tanah Merah Hospital, I placed at Information Technology and Communication Units.

Tanah Merah Hospital, located 8 km from Machang, 24 km from Pasir Mas, 60 km from Jeli, 51 km from Kota Bharu, This organization Provides services to 116880 residents (Citizens and Non-citizens) based on the census in 2010 projected (projection 2014 , 146700 based on Bancian 2010). the economic resources of the surrounding community, 70.2% Traded, 8.2%, Public servants, 6.2%, Others15.6%.

The construction history, which began in 1975, costs around RM 7.8 million, 10 years period to complete its construction. Inaugurated by His Royal Highness Sultan Al Kelantan on Sunday, April 20, 1986. The Tanah Merah Hospital (HTM) started its operations on 2 May 1985.



Figure 1 : Tanah Merah Hospital

i) *Motto*

“Track Quality, Generate Excellence”

ii) *Vission*

The Tanah Merah Hospital will be the ultimate center of excellence in care services through responsible, committed and highly skilled staff by emphasizing corporate culture, customer satisfaction, continuous quality improvement, innovation, affordable and proactive technology and promoting healthy lifestyle and participation the whole society towards improving the health status and quality of life.

iii) *Mission*

To provide quality, dynamic and environmentally friendly medical and support networks to the internal and external users of hospitals.

iv) *Quality Base*

Superior management of the Tanah Merah Hospital is confident of its committed and responsible commitment of quality and always strives for the enhancement of the ***"Quality Management System"*** to meet customers' needs.

v) *Objective*

To provide quality, dynamic and environmentally friendly medical and support services to the internal and external users of hospitals.

1.2. Organization structure

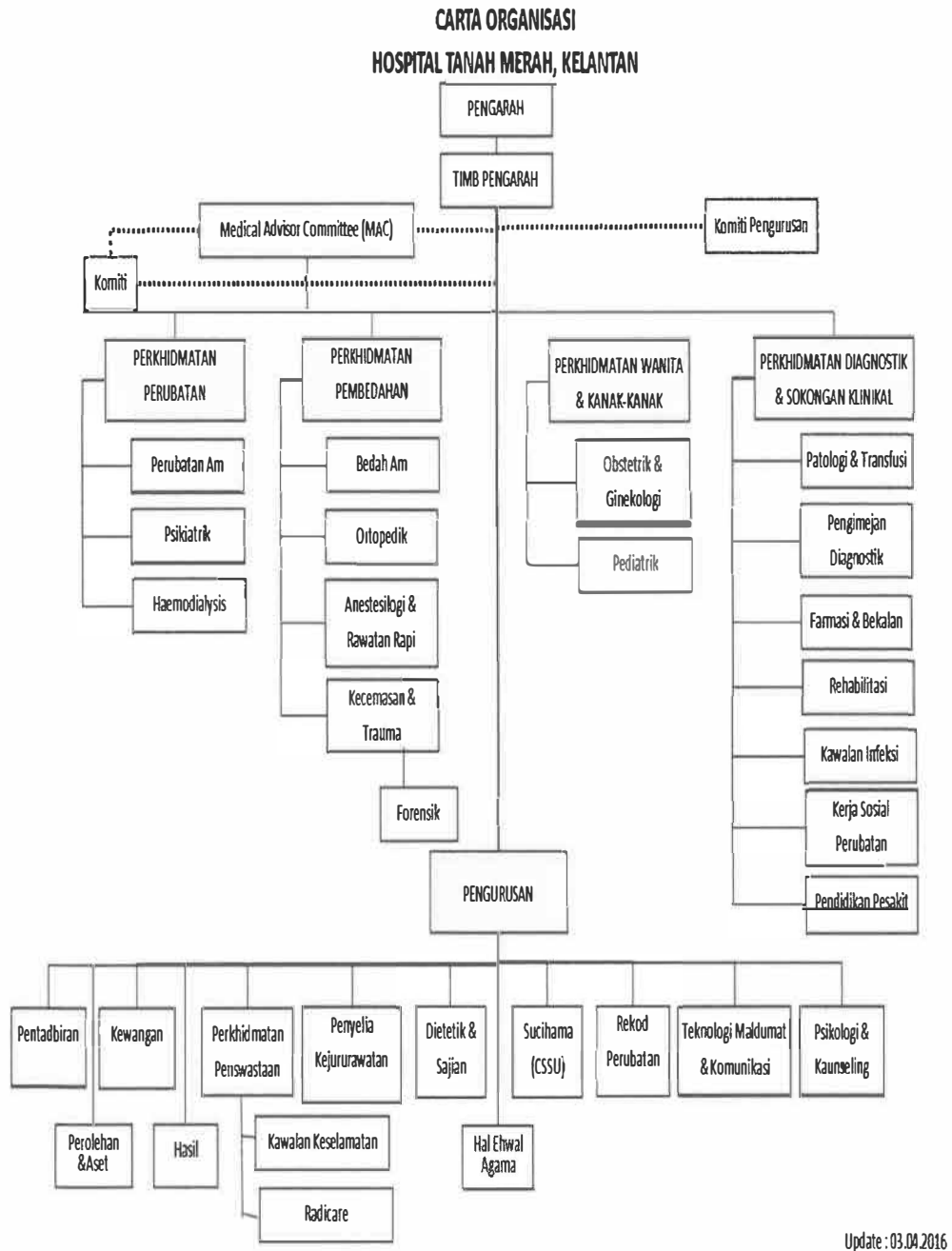


Figure 2: Organizational Structure

CHAPTER 2

ORGANIZATION INFORMATION

2.1 Departmental Structure

In Tanah Merah Hospital, it have medical and non medical department, in medical department divided by units. The Information and Communication Technology Unit (ICT) is a unit responsible for providing ICT infrastructure and services as well as ICT technical support services to Tanah Merah Hospital staff. ICT unit has 3 staff members on duty.

i) Vision

To assist the management of the Tanah Merah Hospital in implementing an integrated Information and Communication Technology (ICT) initiative to provide efficient, quality, fast and continuous services.

ii) Mission

Strive to create an efficient, effective, secure and continuous ICT information and infrastructure system to support the Tanah Merah Hospital.

iii) Objective

1. Provide ICT infrastructure and services to Tanah Merah Hospital to improve the quality of service delivery system to customers.
2. Provide ICT technical support to Tanah Merah Hospital staff to ensure ICT facilities and services can be used to assist hospitals in carrying out their functions efficiently, effectively and continuously.
3. Optimize the use of ICT to enhance ICT knowledge and culture among the residents of Tanah Merah Hospital.

2.1.1 Department chart

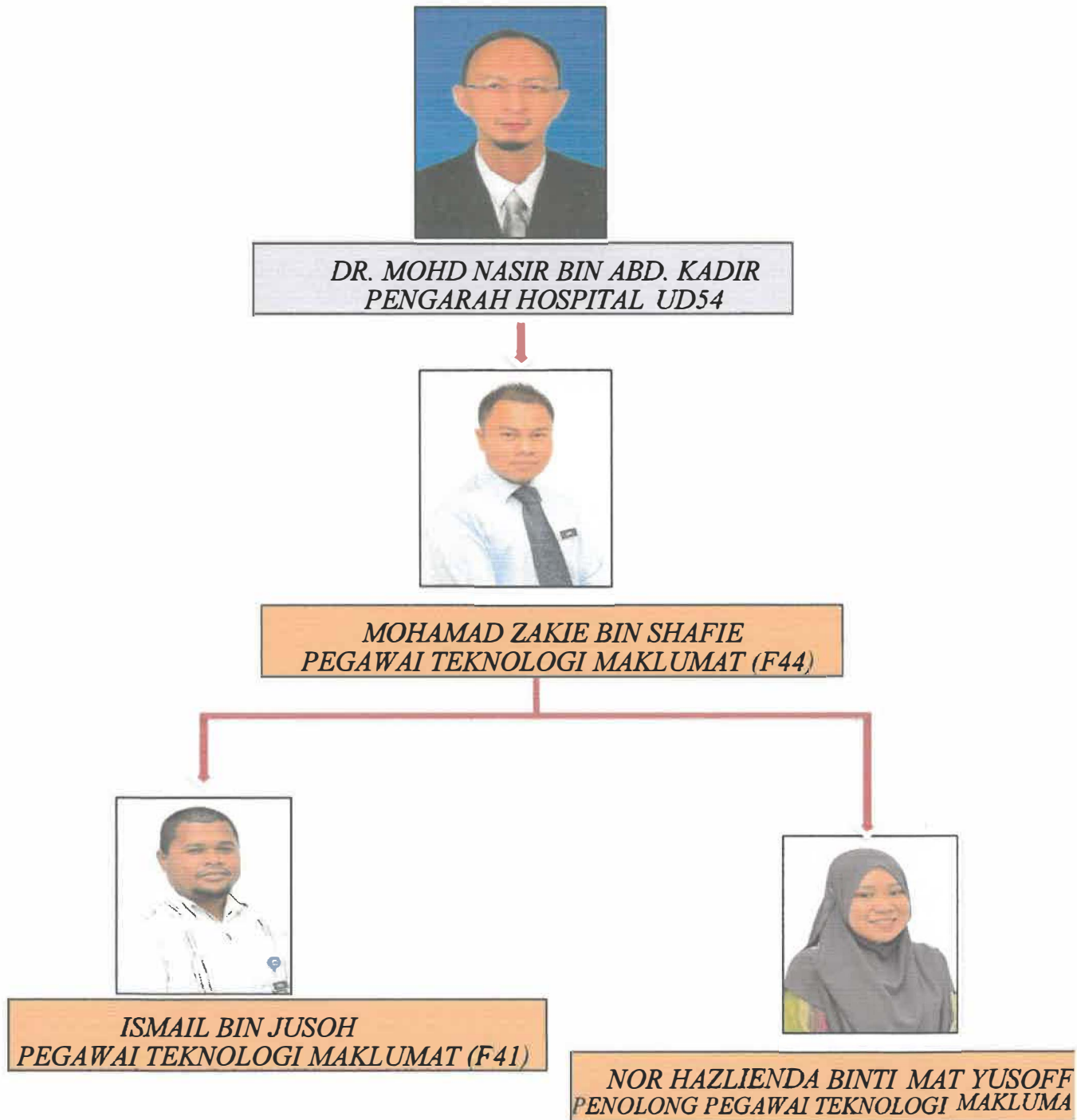


Figure 3 : Organization Chart of Information Technology and Communication Unit

2.2 Department Function

The main function of information and communications technology units is to Provide ICT infrastructure and services to Tanah Merah Hospital to improve the quality of service delivery system to customers.

Next, Provide ICT technical support to Tanah Merah Hospital staff to ensure ICT facilities and services can be used to assist hospitals in carrying out their functions efficiently, effectively and continuously.

Besides that information technology unit is also Optimizing the use of ICT to enhance ICT knowledge and culture among the residents of Tanah Merah Hospital. other than that, the ICT unit also provides technical support services to all hospital staffs to provide facilities in terms of hardware, software, and network as well as preparing for repair services in case of any damage problems.

CHAPTER 3

INDUSTRIAL TRAINING ACTIVITIES

3.1 Training Activities

For the activities, I have done work in Information Technology and Communication (ICT) Unit in Tanah Merah Hospital. Based on schedule, the date of practical training start on 1 August 2017. Since five months, a lot of experiences got by doing many tasks including physical task and soft task, computerizing task and manual task, inside organization and outside organization. For the physical task, the practical student had been tasked to practice the technical support in term of networking, hardware, software and system.

3.1.1. ICT Technical Support

In Information Technology and Communication (ICT) unit, the core bussines is more to technical support, practical student is assigned to be technical support for all users in the tanah merah hospital, this technical support divided into 4 categories in term of hardware, networking, system, and internet security support.

For networking support, users often have problems accessing the internet due to various problems, the main problem is the problem on switch network which causes users not able to access the internet, so the task of solving this problem becomes a practical student assignment. Besides that, the trainee have done the wifi analyzing, means that the trainee should analyze the wifi network that become around, it purpose for detect virus on internet.

Next, for the software support the trainee assigned to alert the problem of microsoft, especially microsoft office, user always suffer the problem of microsoft crash, so the trainee responsible to solve this problem

Next, For hardware, practical students are assigned to repair computers, broken computers will be repair. Besides that, trainee also assigned to support in setup lcd projector and amplifier system, The trainee also involve with printer device maintenance.

Next, for the internet security support, lately, the Tanah Merah Hospital suffer from ransomware threat, the trainee assigned to find the solution for makesure the internet has been protected

Next, in the tanah merah hospital have a system that from Ministry of Health (KKM), for the system support the trainee assigned to determine the system problem, if the system cannot access by user the trainee responsible to solve this problem first before report to system maintenace.



Figure 4: PC Maintenance and networking setup

3.1.2. Majlis Sambutan Maal Hijrah

“Majlis sambutan maal hijrah” is the program organized by the tanah merah hospital, this program has been executed on 9 september 2017 which it involved all the member of Tanah Merah Hospital, Among the activities in this program are the activities of cooking “Bubur Assyura” the trainee also join it.

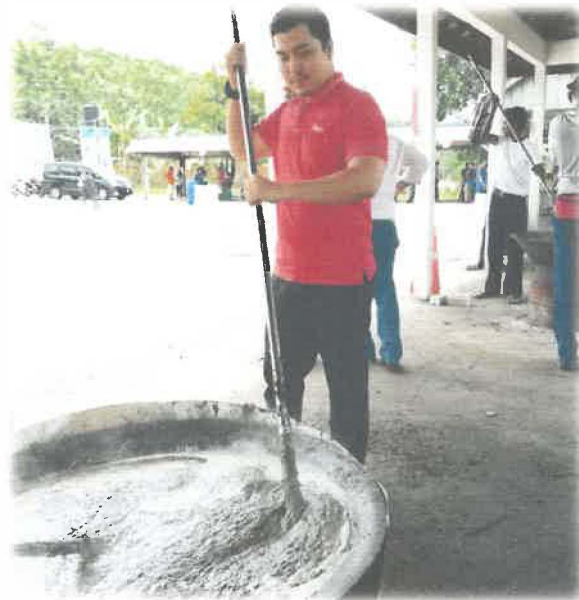


Figure 5: Cooking “Bubur Assyura”

3.1.3. Hari Pendidikan kesihatan bersama pakar

“Hari pendidikan kesihatan bersama pakar” is a carnival organize by top management cooperate with Kelab sukan dan kebajikan Hospital Tanah Merah, this program executed on 30 September 2017, the trainee assigned as photographer and also provide the technical support in term of ICT equipment that need on that program. this program has been launched by Dr. Mohd Nasir Bin Abdul Kadir as director in Tanah Merah Hospital. This program have medical exhibition provided by medical staff, they also provided medical consultation for public. Besides, this program have outdoor sport activities.



Figure 6: “Hari Pendidikan Kesihatan” program

3.1.4. Karnival Sukan

“Karnival Sukan” is the program organized by “Kelab Sukan dan Kebajikan” (KSDK), in this program have various activities, among the activities is sport games. This sport even divided by two categories it indoor and outdoor activities

3.1.5. Majlis Ceramah Maal Hijrah

This program “ceramah maal hijrah” delivered by ustaz saibon as religious officer in Tanah Merah district. The trainee was assigned as multimedia committee member during program

3.1.6. Majlis Mesyuarat Agung Kelab Sukan dan Rekreasi

This event has been executed on November 2017, the purpose of this event is for election to restructure the organization on that club. the club function is to organize the sport activities in Tanah Merah Hospital. The trainee assigned to be MC in that program.

3.1.7. Majlis Sambutan Maulidurrasul

This event purpose to celebrate the day of birth our prophet , the event execute on december 2017, the trainee assigned as multimedia commitee member in that event.



Figure 7: Multimedia Commitee Member

3.1.8. System Development

The trainee also involve in system development task including maintain existing system that held in Tanah Merah Hospital and also develop new official portal for tanah merah hospital

3.1.8.1. Maintain Existing System

The trainee involve to maintain the existing system such as Pharmacy Information System(PHIS), also Human Resource Information System (HRMIS), and Planning and budget system electronic (e-SPKB).

3.1.8.2. Develop New Portal

The portal of tanah merah hospital is one of electronic medium which that show information to public about tanah merah hospital. The trainee also involve to develop new portal for tanah merah hospital, it because the existing portal is not suitable and old fashion, and need to new portal which more advance and accurate currently.

3.2 Special Project (Bed Management System)

The special project was request from En Abdul Manap Bin Mohamad, as a Medical Assistant in Emergency Unit in Tanah Merah Hospital, En Abdul Manaf as the person incharge from emergency unit he as a negotiator for this project, the emergency unit request for trainee create this system. The purpose of special project is want to facilitate Staff in emergency Unit and Nurse in ward to manage bed during patients transfer into ward. This system is under project of "Lean Healthcare", The Tanah Merah Hospital allocates the cost to buy this system, the cost allocated by three thousand and two hundred. This system has been launched on 1 November 2017 with 1 year maintenance service period.

3.2.1 Client Background

For the special Project of System Development, the trainee cooperates with Emergency Unit as the client. Emergency Unit is the one of Unit in Tanah Merah Hospital. The Emergency and Trauma (E & T) Unit operates 24 hours a day and is handled by a yr Medical Officer and a medical officer on duty after office hours assisted by paramedics and support staff in shif. The main role of this unit is to provide "patient care" services including receiving, inspecting, diagnosing, treating and refering patients with quality and professional for critical and non-critical patients including providing a wide range of support services.

Handling of emergency cases is a key task in this unit, but cold cases remain to be addressed after the major emergency cases are completed. In line with its role, this unit is located in front of the hospital with several facilities such as the lifting / lifting of a spacious and covered patient, a comfortable and spacious waiting area. Responsible for initial assessment, maintenance, stabilization and emergency medicine also provide a

safe and environmentally friendly ambient care environment as well as clinical management of audit and research.

This unit provides emergency treatment 24 hours a day based on patient fitness divided by 3 main zones.

- Green Zones for 'emergency' and 'non-emergency'
- Yellow Zone for partial critical cases
- Red Zone (Red Zone) for critical cases

Objective

Accident & Emergency Unit will provide quality and professional services to all customers, especially to anxious and serious patients.

Scope of Service

Here are 6 main service scopes available:

- The main scope is "Patient Care" services: Includes receiving, checking, treating, referring and counseling of patients.
- Vehicle And Ambulance Services: Includes ambulance call service, case delivery to referral center and delivery of corpses and dispatch of experts and others.
- Services collecting hospital outcomes: Charge for outpatient, inpatient deposit, discharge from wards and charges for use of car and ambulance.
- Forensic Services
- The "OSCC"
- Top Up Call Management services to Emergency Units

One Stop Crisis Center (OSCC) is one of the branches of service in HTM's Emergency and Trauma Unit activities. The responsibilities in handling this service are headed by the head of the nurse and assisted by a medical assistant, a trained nurse and a community nurse and under the supervision of the y / m medical officer and Head of E & T Unit.

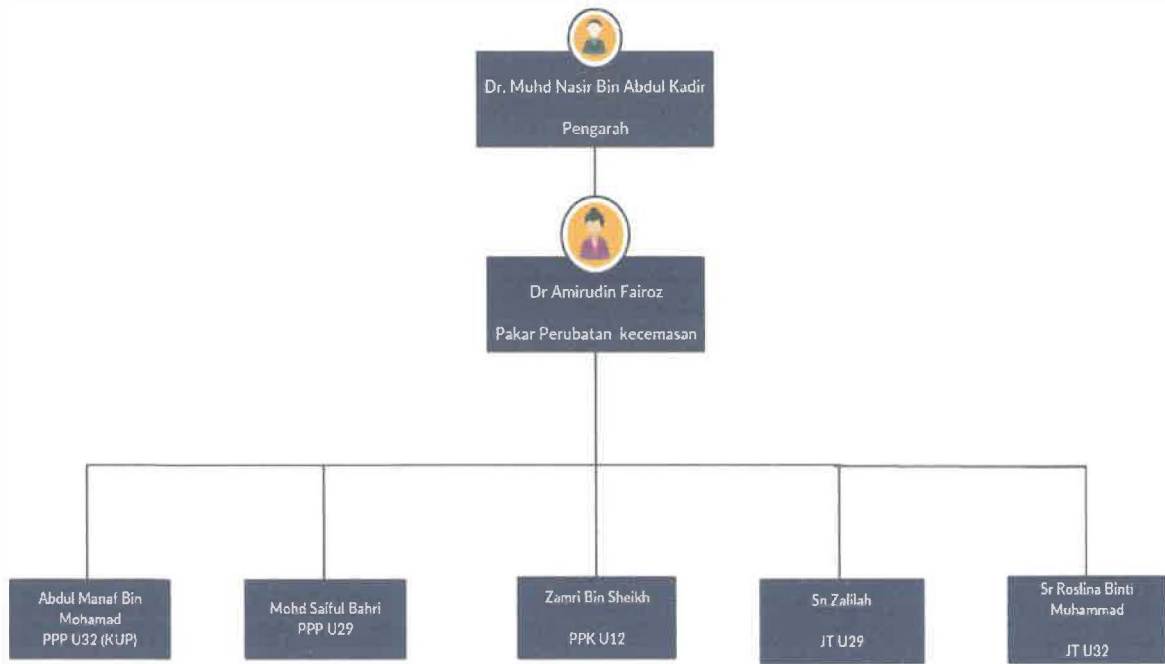


Figure 8 : Organization Chart of Emergency Unit

3.2.2 Problem Statement

The emergency unit face the problem during the patient transfer everyday. Each of patient transfer it can make issue to transfer patient into ward whether patient medical, surgical or orthopedic, they should check the manual book to know where available bed and allotted bed and if they do not sure or the information is lost they should call to nurse in ward for the confirmation. It become one of problem for them because it will slowly the process of tranfer patient and it difficult to them.

Problem statement

- i. Much using the paper
- ii. Difficult to find information
- iii. The error of spelling that hard to make correction
- iv. Slow down the admission and discharge process

3.2.3 System Development

To develop the system, the trainee used the time management very well based on PADIM system development life cycle. The duration of developing the system, 3 months, start from August 2017 until the November 2017. In developing the system, there are several phases to be done by the trainee to ensure the system is finished and can be usefull.

A) Phases of System Developing

- a) First phase – the trainee brainstorm idea what the system requirement that needed to complete the demand from our client and also solve their problem, trainee also determine this system want use by emergency unit to manage bed movement during the patient transfer. That system can quickly process of

admission and patient discharge in from emergency unit into ward. Besides that, the trainee make the details planning such as planning schedule and etc.

- b) Second phase – Analysis, in this stage, the trainee analyst the planning of the system, check the data, verify the important information that needed in the system, the trainee classify the bed structure in ward and also get the bed number data through the top management of nursing organization, trainee get the bed information from the nurse supervisor. After that trainee make data analysis based on data retrieved.
- c) Third phase – Design, in this stage, the trainee start to design and develop the system. The trainee uses variety software to finish the system including, Notepad++, Xampp, and Paint. On this stage, the trainee always make consultation with En.zakie Bin Shafie as Industrial supervisor , he as representative for emergency unit, we make consultation about the system features, database and etc.
- d) Fourth phase – Implementation, on this stage, after the design and developing the system finished, the trainee implement the system and make little enhancement of this system, after that the system installing in linux platform. The trainee make the user manual and setup shortcut on the computer in wards, after that, tainee make the training session for staff about how to use this system, Among the staff involved in the staff training session were Medical assistant, nurse supervisor, chief nurses, and staff nurses.
- e) Fifth phase – Maintenance, in this stage, the Bed Management System has been lauch in tanah merah hospital with the 1 year of maintenance service period .

3.2.4 Tool use for development

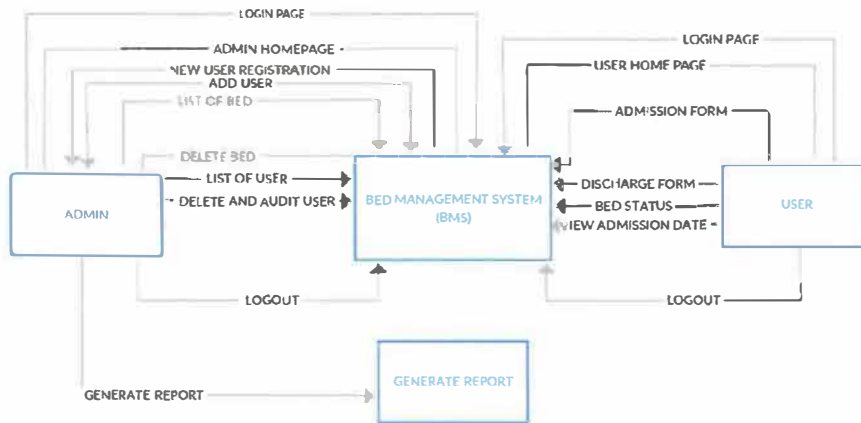
In a system development project, choosing the right tools to use in developing and implement the system is also important. This is to make sure the tool is easy and suitable with the requirements and to ensure that the system is completed on the time given. Below is the list of tool that used in this project:

Tools	Description
Xampp	Is a Windows web development. It allows us to create web system with Apache, PHP and the MySQL database. It also comes with PHPMyAdmin to easily manage the databases. In this project, xampp use to manage the SQL database and connect to the system
Notepad ++	Is the platform or editor and source code editor for use with Microsoft Windows. Unlike Notepad , the built-in Windows text editor, it supports tabbed editing, which allows working with multiple open files in a single window. It also work well with PHP, Java and other language.
Adobe Photoshop	The software for editing the banner , background, and image, it for adjust the size of image.
Computer	An electronic device which is capable of receiving information (data) in a particular form and of performing a sequence of operations in accordance

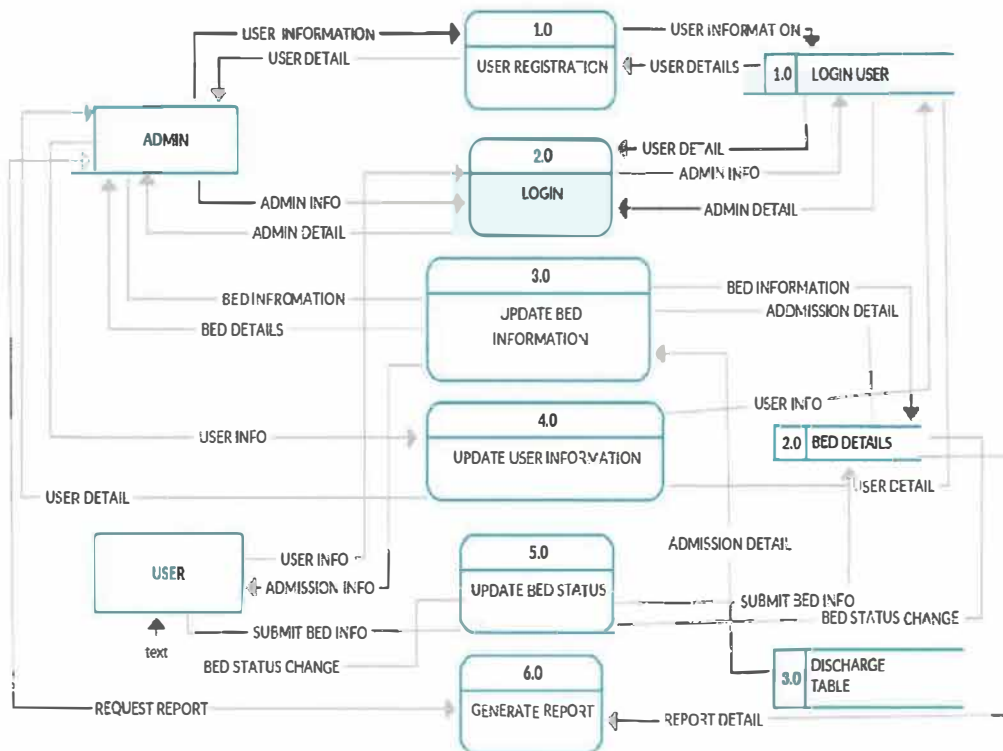
	with a predetermined but variable set of procedural instructions (program) to produce a result in the form of information or signals.
Server (IBM)	The IBM System computers formed a sub-brand of International Business Machines (IBM's) System brand servers, focusing on x86 processor equipped servers. (the other System sub-brands having the names IBM Power Systems, IBM System and IBM System Storage).
Linux	An open-source operating system modelled on UNIX. Using for launch Bed Management System (BMS).

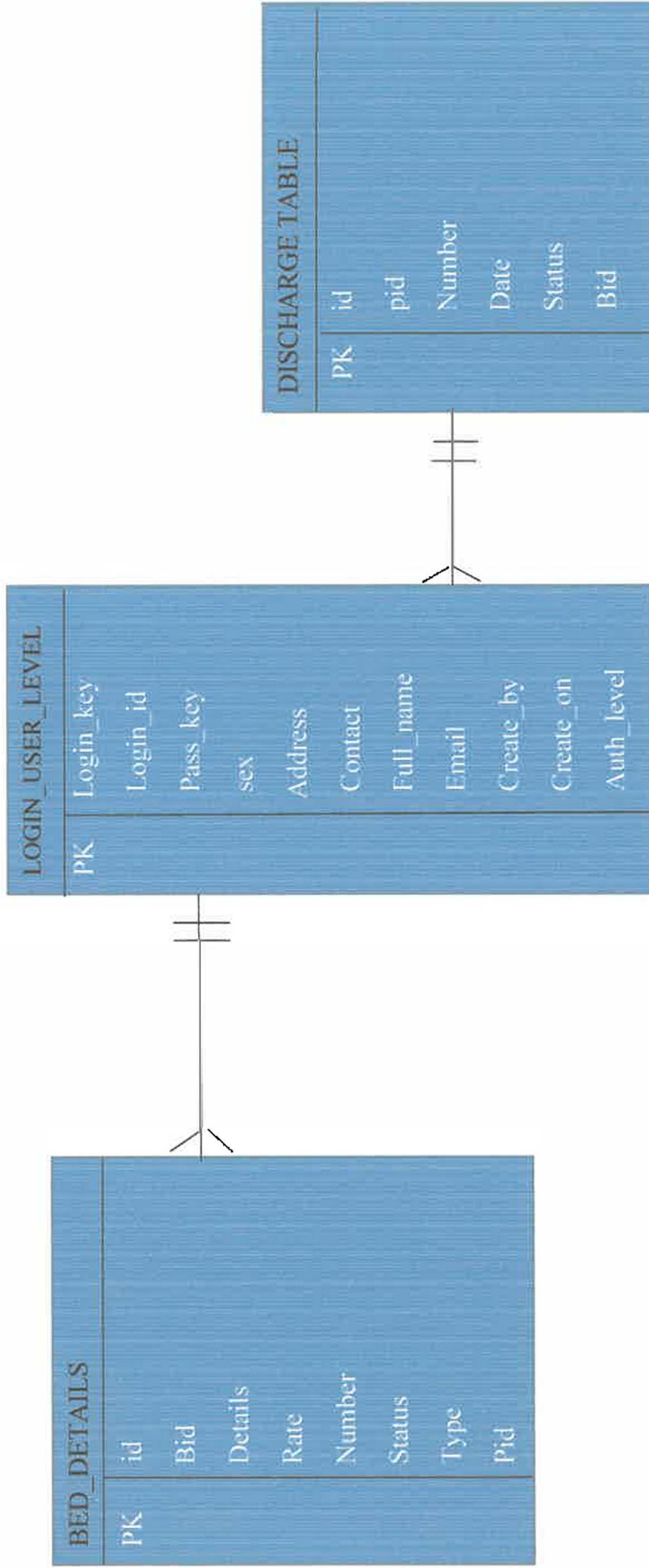
Table 1 : Tools use for developing

3.2.5 Context Diagram.

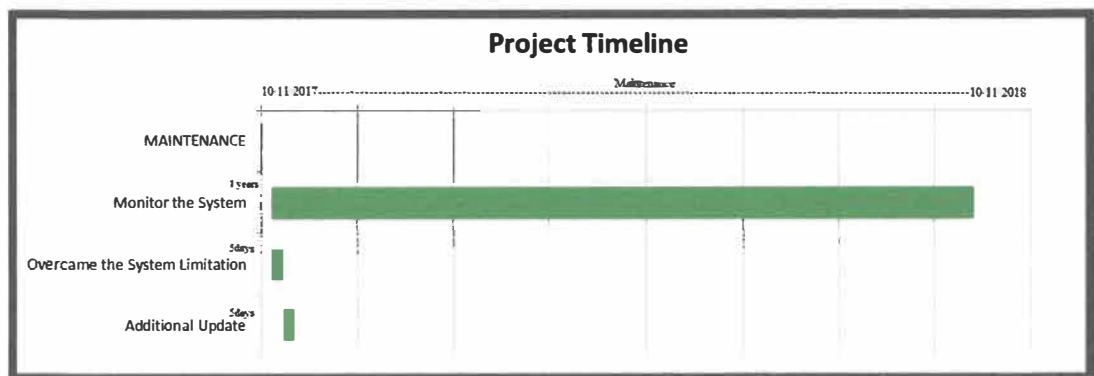
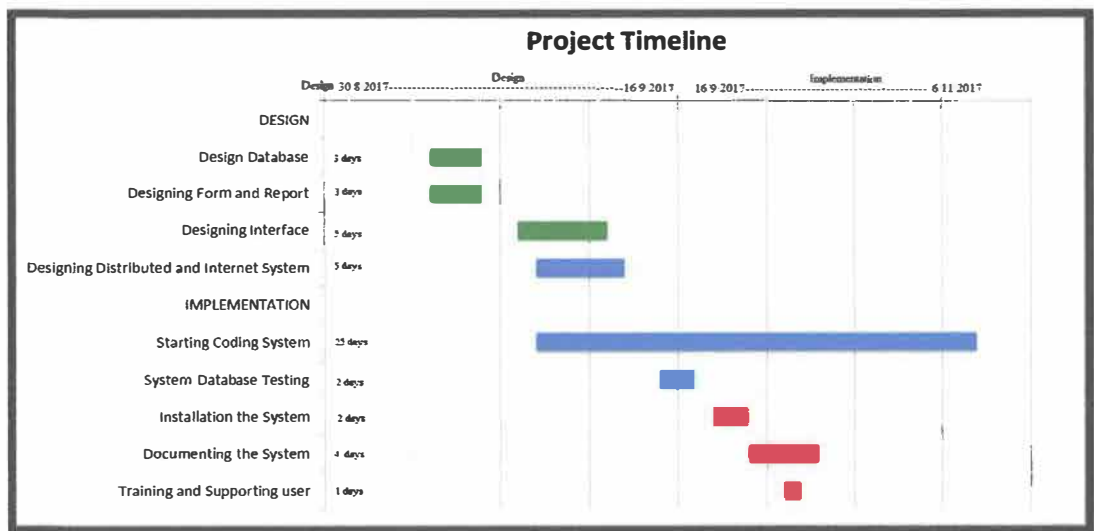
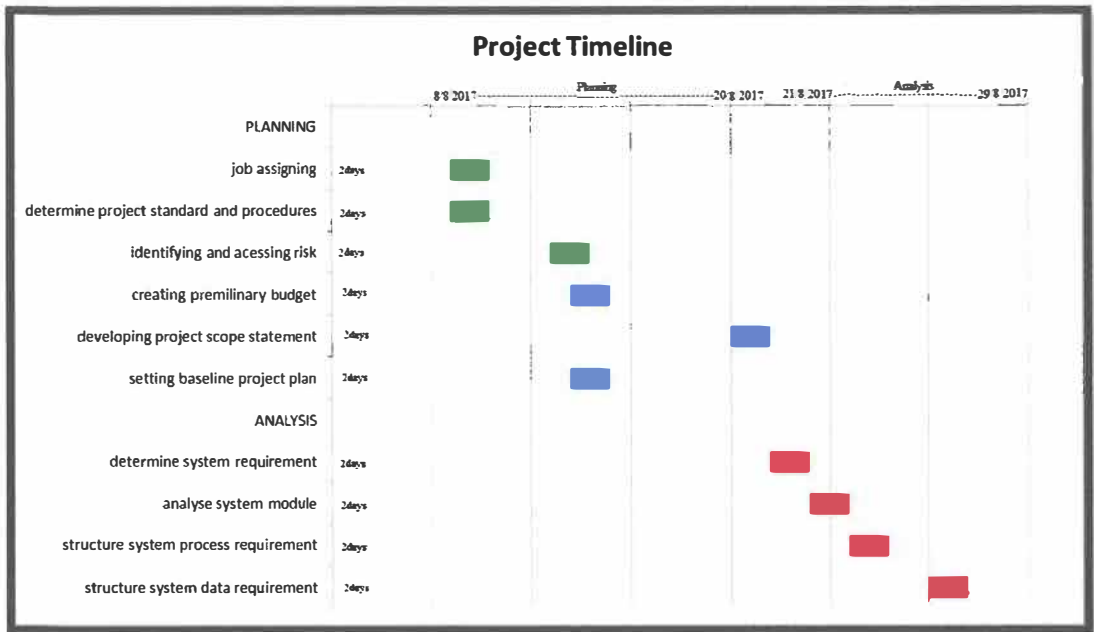


3.2.6 Data Flow Diagram





3.2.8. Project Timeline



3.2.9 Provide Guideline for backup

A user guide or user's guide, also commonly known as a manual, is a technical communication document intended to give assistance to people using a particular system. For this system trainee provide the complete guideline such as admin manual, user manual, guideline for install U-Buntu and also guideline for installing Xampp on Linux platform. For further will be show in appendices.

3.2.10. Setup System Shortcut

The trainee assigned to setup the shortcut of system in emergency unit and ward, the purpose is to easily for user to access the system for their daily work



Figure 9: System Shortcut

3.2.11. Staff Training

This is the staff training session, after the system has been launch on the tanah merah hospital server, the trainee organize one training session for train Staff in Tanah Merah Hospital to use the Bed Management System (BMS), the purpose is to reveal about the system and teach them how to use the system properly. This event has been execute on 6 November 2017 such as the users involve among the nurse and medical assistant. The training even has placed on Conference room at Tanah Merah Hospital



Figure 10: Staff Training

CHAPTER 4:

CONCLUSIONS

4.1 Application of knowledge, skills and experience in undertaking the task.

In doing the task of activities in organization and special project, there is much application of knowledge. In doing the mock consultancy, the trainee and other team members were apply the knowledge of verbal communication, and in doing other office task inside, the trainee was applying the knowledge of non-verbal communication. In study information management, the trainee studied about the human communication that can help the trainee to consult with others and office members during the practical training and face up the public. The trainee was applied the knowledge of pc maintenance that had been study on diploma in Information Management. During practical training also, the trainee have to be emcee for the 'Majlis Mesyuarat Agung', on this task, the trainee was applied the study of public speaking that had been learn on diploma of IM110. Besides that, during the practical training, in doing the task of ICT technical support the trainee was applied the knowledge that had learn in diploma of information management in part 3. Furthermore, during the trainee also applied the knowledge about networking that had been learn in degree information system management IM245. Besides that, the trainee also practice repair computer device which that related to subject learning during study on diploma information management.

4.1.1 Apply the knowledge of subject learning.

To make the Bed Management System, there are too much use of knowledge of information system management. In ensure the system to be done, the trainee had apply all of the knowledge of subject of system analyst 1 and system analyst 2 that had been pass semester 5 and semester 6 of degree. The Bed Management System also use the knowledge of PHP that had been pass on semester 5 of degree by Mr. Zafian bin Zawawi. The trainee also refer to the subject record methodology by Sir Mohd Naim Bin Mohd Nasfie to get perspective of public through the system. The coding of the system also too much and by the practical training, the trainee can conclude that the knowledge of coding have to improve in other to go to real situation of IT field.

4.2 Personal Thoughts and Opinion

The trainee feels that the organization provides a lot of opportunities and supportive environment. The supervisor, the staff, and even the top management are friendly and easy to make business with them. The environment in organization also is very suitable for coming practical students of information management field. The task given is much related to the subject and follow the needs of academic schedule of Information Management. In every task that given, the trainee can relate with the theory that had been learn in class, so that the theory become reality in this organization. Besides, in some task given is not relate with the subject on the course, but it useful for trainee to learn additional and new knowledge for more advance. Further opinion, the trainee very proud and happy it because the System was pay by the organization and they use for their working operation. Currently, the System has been launched on Tanah Merah Hospital server and use by the staff in emergency unit and staff in ward at Tanah Merah Hospital. Lastly, in personal opinion by this project it can be successful project for trainee and it can be one as portfolio for trainee career to easily for trainee in future life.

4.3 Lesson learnt

During practical training in ICT unit, there are too much lesson learnt that the trainee got. Among the lesson learnt are, the punctuality of time. During the practical training, the trainee has to punch in the card into the system to check the time. By this way, it can motivate the trainee that time management is too important because anything happen with the time. And if the trainee comes late to the office, the trainee got advised by the supervisor, En. Mohd Zakie bin Shafie about the time. From the advised, the trainee learnt something, that the concerned by the boss to the employee, it also can motivate the trainee to be honest in everything and respect to the elder. From the advice, the supervisor also touch about the communication skill, the conversation has been clear to give people understanding. Besides, when any the report ICT problem by user, the supervisor advice to determine that problem with detail and clearly first before find solution it because to easily get solution. From the task given, the trainee learnt one important thing in true life, which we have to be ready of full package of human. In this organization also, the trainee learn how to work in busy surrounding with multiple task in one time. The trainee learnt how to manage the time correctively, how to do the plan and how to make the task on last-minute. The trainee can learn more how to face the staff and officer in other department. All of the activities above, the important thing is, the trainee feel very happy in having practical training in organization of Information Technology and Communication ICT Unit in Tanah Merah Hospital.

4.4 Limitations and Recommendations

During having practical training in Information and Communication (ICT), there is no limitation and the trainee feel proud of being practical training in ICT Unit. In suggestion practical training will be more interesting if trainee itself can organize the Technology event for which include activity ICT exhibition and talk about the awareness cyber security and cyber law. It is because, by the event, will give awareness user about the important of cyber security for their life. By the practical training, it also occur the student that low capability to develop the system, and to overcome this problem, the management or organization have to provide the seminar or one period class focus on system developing to ensure the student have the best knowledge and skills to develop the system that had been task by the organization. Besides, lastly recommendation the ICT unit should organize the seminar for users in Tanah Merah Hospital in term all related to ICT weather in equipment or system used.

REFERENCES / BIBLIOGRAPHY

En. Mohamad Zakie bin Shafie, *Organization Supervisor* at Unit Teknologi Maklumat dan Komunikasi (ICT), Hospital Tanah Merah, 2017.

En. Faizal Haini bin Fadzil, *Faculty Supervisor* Universiti Teknologi MARA (UiTM), 2017.

Beginner PHP Tutorial. (2017). *Introduction to PHP*. Retrieved 18 Dec 2017, from <https://www.youtube.com/watch?v=iCUV3iv9xOs&list=PL1E54E155E0A2E86F>

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PHP Community forum. (2017). *Php-Coding guide*. Retrieved 20 November 2017, from <https://stackoverflow.com/>

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APPENDICES

LOG BOOK

DATE: 1/8/2017

EXTRACT NATURE OF WORK DONE	SUPERVISOR REMARKS
Printer connection	
Maintenance PC Staff Unit Remedial's	URB
Create Database diagram	MOHAMAD ZAKIE B
Printer home group connection	Prestasi Teknologi
	D.P. Faridatun H.
	Mental Tahap

DATE: 6/8/2017

EXTRACT NATURE OF WORK DONE	SUPERVISOR REMARKS
PC Setting For System training	
Analyzing WIFI connection	OK
PC Maintenance	

DATE: 7/8/2017

EXTRACT NATURE OF WORK DONE	SUPERVISOR REMARKS
Interview for the create system	

DATE: 8/8/2017

(CLASS)

EXTRACT NATURE OF WORK DONE	SUPERVISOR REMARKS
Networking setup (wifi)	JAF
Room training setting (system training)	
Database structure	

DATE: 9/8/2017

EXTRACT NATURE OF WORK DONE	SUPERVISOR REMARKS
Develop system	JAF

DATE : 10/8/2017

EXTRACT NATURE OF WORK DONE	SUPERVISOR REMARKS
Developer System	MOHAMAD ZAKIE B. SARI Pegawai Teknologi Hospital B.P. Penjangk Hospital Tanah Merah, Kelantan Hospital

DATE : 13/8/2017

EXTRACT NATURE OF WORK DONE	SUPERVISOR REMARKS
Networking Setup Build System	MOHAMAD ZAKIE B. SARI Pegawai Teknologi Hospital B.P. Penjangk Hospital Hospital Tanah Merah, Kelantan

DATE: 14/8/2017.

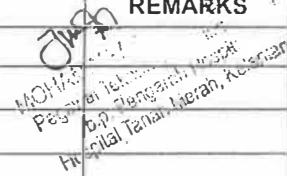
EXTRACT NATURE OF WORK DONE	SUPERVISOR REMARKS
<p>Connection Setup Network setup Develop system</p>	<p><i>[Signature]</i></p>

[Stamp]
 Pejabat Pengerusi
 C.P. Pengiran
 Hospital
 Merch, Kelantan.

DATE: 15/8/2017

EXTRACT NATURE OF WORK DONE	SUPERVISOR REMARKS
<p>Setup LCD Projector</p>	<p><i>[Signature]</i></p>
<p>Setup Printer Problem</p>	<p><i>[Signature]</i></p>
<p>Develop system</p>	<p><i>[Signature]</i></p>


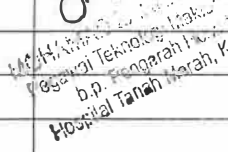
DATE: 16/8/2017

EXTRACT NATURE OF WORK DONE	SUPERVISOR REMARKS
Setup Printer	
Setup PC	


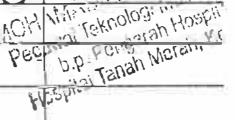
DATE: 17/8/2017

EXTRACT NATURE OF WORK DONE	SUPERVISOR REMARKS
System development progress	

DATE: 20/8/2017

EXTRACT NATURE OF WORK DONE	SUPERVISOR REMARKS
printer loan & sharing setup	 

DATE: 21/8/2017

EXTRACT NATURE OF WORK DONE	SUPERVISOR REMARKS
system development progress printer loan setting	 

DATE: 18/9/2017

EXTRACT NATURE OF WORK DONE	SUPERVISOR REMARKS
Solve Printer Problem - printer cannot print the page	OHAMAD U... Pegawai Teknologi Maklumat Hospital Tanah Merah Kelantan.

DATE: 19/9/2017

EXTRACT NATURE OF WORK DONE	SUPERVISOR REMARKS
Solve PC Problem - PC cannot start windows (already restart)	MOHAMMAD ZAKIE B. SHAFIQ Pegawai Teknologi Maklumat Hospital Tanah Merah, Kelantan

DATE: 20/9/2017

EXTRACT NATURE OF WORK DONE	SUPERVISOR REMARKS
PC MAINTENANCE	MOHAMAD ZAKIE B. M.F.E. 044 Pegawai Teknologi Maklumat b.p. Pengarah Hospital Hospital Tanah Merah, Kelantan.

DATE: 21/9/2017

EXTRACT NATURE OF WORK DONE	SUPERVISOR REMARKS
Printer loan setup	MOHAMAD ZAKIE B. M.F.E. 044 Pegawai Teknologi Maklumat b.p. Pengarah Hospital Hospital Tanah Merah, Kelantan.

DATE: 6/1/2017

EXTRACT NATURE OF WORK DONE	SUPERVISOR REMARKS
<i>User training (Res management system)</i>	<p><i>ZAKIE B. SHAFIE</i></p> <p>MOHAMAD ZAKIE B. SHAFIE Pegawai Teknologi Maklumat b.p. Pengarah Hospital Hospital Tanah Merah, Kelantan.</p>

DATE: 8/1/2017

EXTRACT NATURE OF WORK DONE	SUPERVISOR REMARKS
<i>Setting printer local add printer sharing</i>	<p><i>ZAKIE B. SHAFIE</i></p> <p>MOHAMAD ZAKIE B. SHAFIE Pegawai Teknologi Maklumat b.p. Pengarah Hospital Hospital Tanah Merah, Kelantan.</p>


DATE: 29/11/2017

EXTRACT NATURE OF WORK DONE	SUPERVISOR REMARKS
RAM Problem	
- The trainee go to check	<p>MOHAMMAD ZAKIE B. SHAFFIE Pegawai Teknologi Maklumat F44 b.p. Pengarah Hospital Hospital Tanah Merah, Kelantan.</p>
first and determine the actual	
problem and trainee found	
the problem is RAM cannot	
detect by the	
computer.	


DATE: 30/11/2017

EXTRACT NATURE OF WORK DONE	SUPERVISOR REMARKS
Microsoft crash	
Window Problem	<p>MOHAMMAD ZAKIE B. SHAFFIE Pegawai Teknologi Maklumat F44 b.p. Pengarah Hospital Hospital Tanah Merah, Kelantan.</p>
-microsoft problem it because	
microsoft is expired that	
because it crashed, so	
the trainee install the	
new office microsoft office	

DATE: 18/12/2017

EXTRACT NATURE OF WORK DONE	SUPERVISOR REMARKS
Consultation with faculty supervisor sir faizalhaini bin pudzil consultation session in at sir faizal room / office on to 11.00 am until 1.00 pm	 MOHAMAD ZAKIR B. S. H. A. H. E. Pegawai Teknologi Maklumat i.p. Pengarah Hospital Hospital Tanah Merah, Kelantan.

DATE: 30/12/2017

EXTRACT NATURE OF WORK DONE	SUPERVISOR REMARKS
Khairul Ridwan Madlis sambutan Maal Hijrah	 MOHAMAD ZAKIR B. S. H. A. H. E. Pegawai Teknologi Maklumat i.p. Pengarah Hospital Hospital Tanah Merah, Kelantan.

DATE : 30/9/2017

EXTRACT NATURE OF WORK DONE	SUPERVISOR REMARKS
Hari pendidikan Kesihatan bersama Pakar	Mohamad Zakie B. Shafie Pegawai Teknologi Maklumat d.p. Pengarah Hospital Hospital Tanah Merah, Kelantan

DATE : 11/10/2017 November 2017

EXTRACT NATURE OF WORK DONE	SUPERVISOR REMARKS
KARNIVAL SUKSES mедиs ceramah medi hidrah mediis mesyuarat asyng kelas sukan dan rekreasi (KSDK)	Mohamad Zakie B. Shafie Pegawai Teknologi Maklumat d.p. Pengarah Hospital Hospital Tanah Merah, Kelantan

DATE: 12/12/2017

EXTRACT NATURE OF WORK DONE	SUPERVISOR REMARKS
Mauiis Sambutan Maalidurrasel	

DATE: 26/12/2017

EXTRACT NATURE OF WORK DONE	SUPERVISOR REMARKS
Networking setup	
- have a report from the staff	
in x tray unit, about they	
we cannot access the internet	
the trainer determine the	
problem and solve success you	
solve that problem	

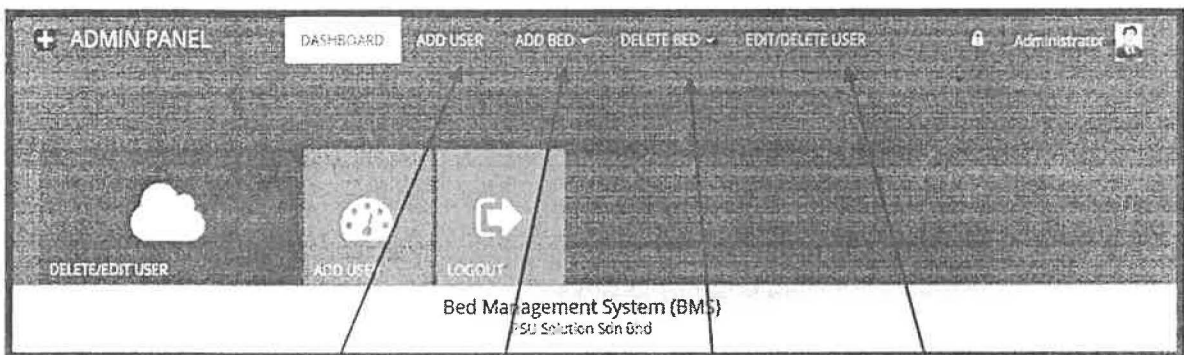
USER MANUAL

LOGIN PAGE



LOGIN PAGE: Insert user ID (bms@admin) and Password (fcm2017)

HOME PAGE



HOME PAGE: ADD USER, ADD BED, DELETE BED, EDIT/DELETE USER

USER REGISTRATION INTERFACE

✓ Basic Details

Unique User ID: Login ID

Address: Address

Email: E-Mail

Contact: Mobile / Phone

Full Name: Full Name

Unique User Key: 1512524201 (This code will be used for future password assistance)

Sex: -- Please select --

Choose Authority Level: -- Please select --

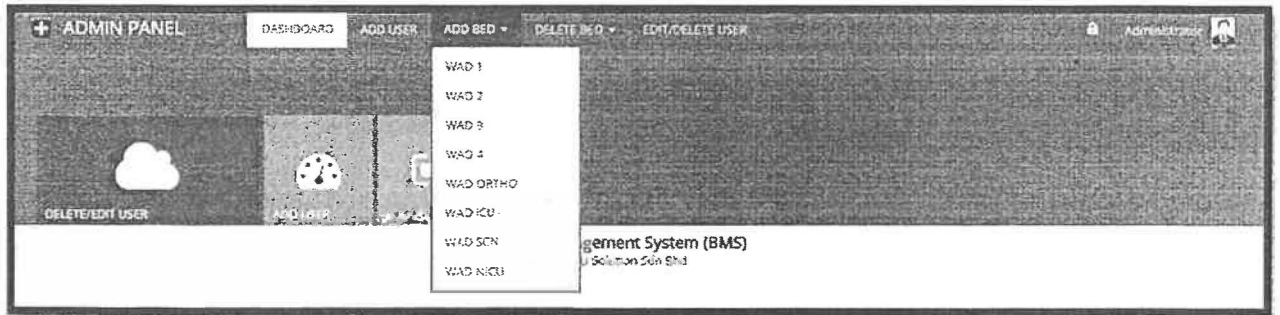
Password: PASSWORD

Confirm password: Confirm Password

NEW USER REGISTRATION: Insert user information such as “User id”, Address, email, contact number, full name, sex, authority level, and password

Note: authority level if the new registration as admin you should select the “admin”, if the new registration as user you should select the “user”, because it will determine whether this user will refer to admin page or user page during login

ADD BED



Add bed: Wad 1, 2, 3, 4, ORTHO, ICU, SCN, and NICU

ADD BED INTERFACE

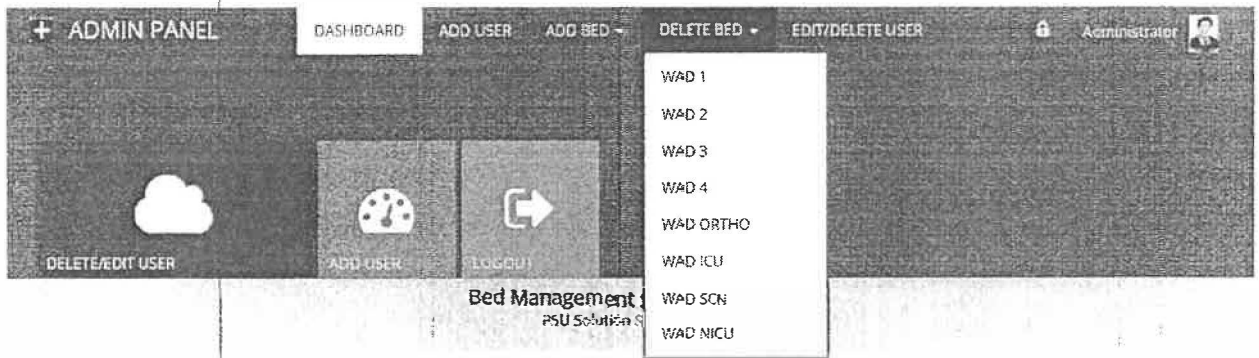


ADD BED WAD 1

A screenshot of the 'ADD BED WAD 1' form interface. The form contains three input fields: 'Bed Number' with a 'Number' type, 'Details' with a 'Text' type, and 'Type' with a 'Bed Type' type. A 'Submit' button is located at the bottom of the form.

INSERT: Bed Number, Details, and Type

DELETE BED



DELETE BED: Wad 1, 2, 3, 4, ORTHO, ICU, SCN, and NICU

DELETE BED INTERFACE



WAD 1

The screenshot shows the 'Detail' view of the 'DELETE BED' interface. It features a table with columns for 'No', 'Number', 'Type', and 'Details'. The table contains four rows of data. Each row has a 'Delete' button to its right. Arrows point from the 'Delete' buttons to the text 'Click Button "Delete" for delete bed, search bed, and Generate Report' below the table.

No	Number	Type	Details
1	023	medical	wad 2
2	030	surgical	wad 1
3	024	SURGICAL	WAD 1
4	025	Surgical	Wad 1

Click Button "Delete" for delete bed, search bed, and Generate Report

INTERFACE EDIT/DELETE USER

User Management

Full Name	Login ID	Sex	Address	Contact	E-Mail	Create By	Create On	Authority Level	
Abdul Manap Muhamad	abelong	male	Unit Kecemasan Hospital Tanah Merah	0123574779	abdulmanap@moh.gov.my	admin	2017-11-01	12	Edit Delete
Administrator	bms@dmln	male	office f-9	999999999	admin@admin.com	admin	2017-01-01	5	Edit Delete
BMS HTM	WAD1	female	WAD 1 HTM	099545000	HTM@KLT.MOH.GOV.MY	bms@dmln	2017-11-00	12	Edit Delete

Click button edit for **“edit”** and button **“delete”** for delete user

EDIT USER INTERFACE

EDIT USER DETAILS

HOME > Administration > Edit/View/Delete Users

✕

✔ Edit Basic Details

Unique UserID:

Address:

Email:

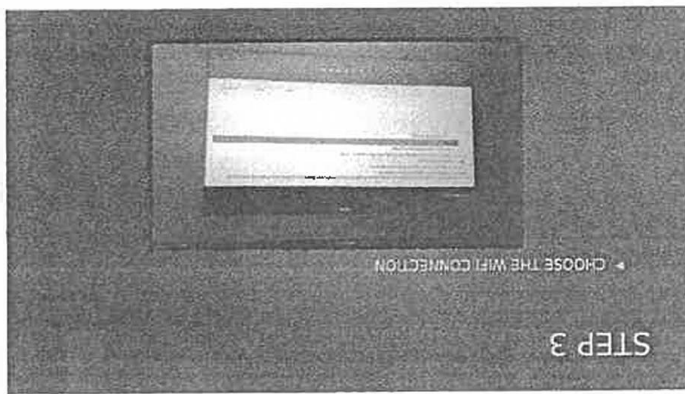
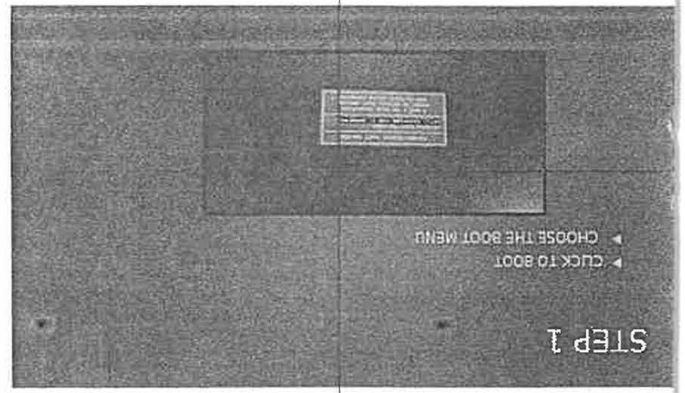
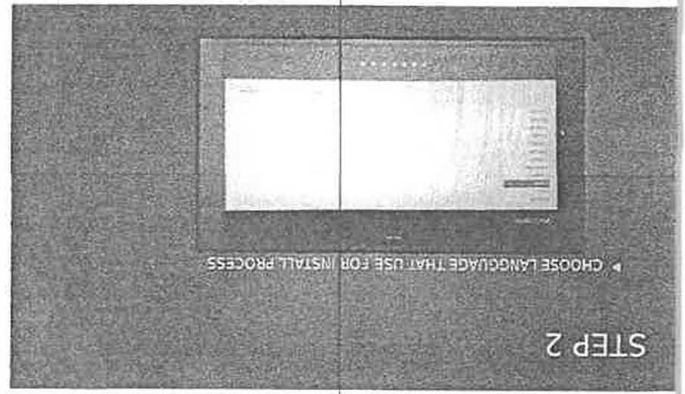
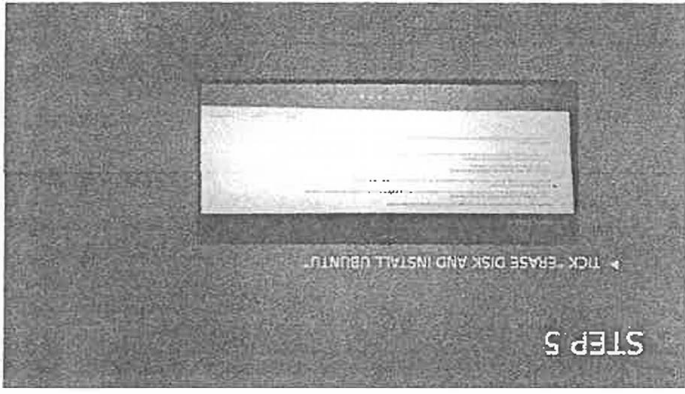
Contact:

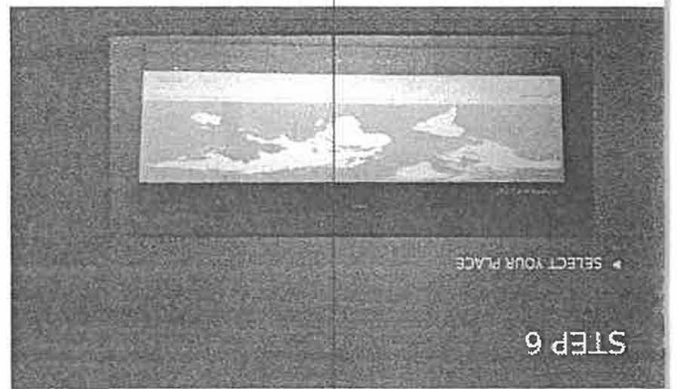
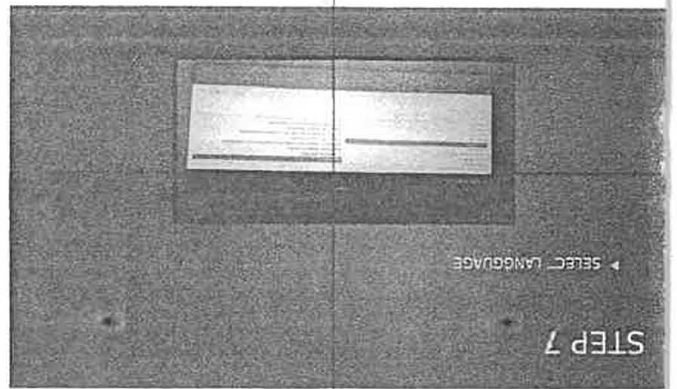
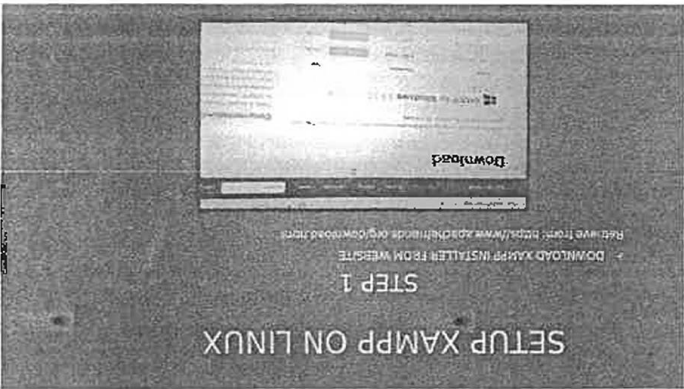
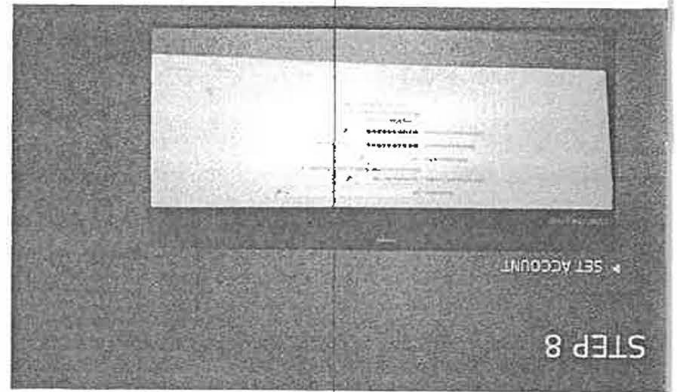
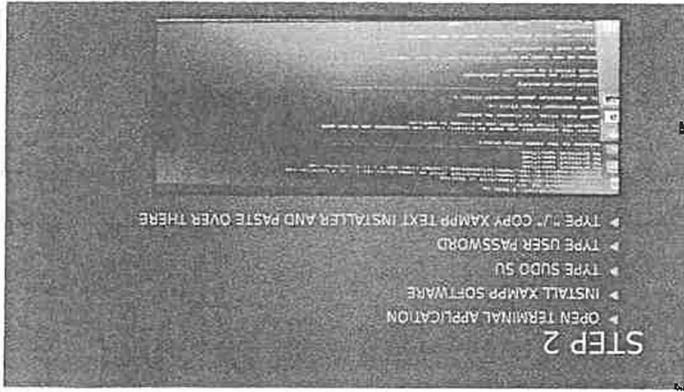
Full Name:

Sex:

Choose Authority Level:

Edit User Information and Update new information





RESTART LAMP

→ Type Suche fopulampp/lampp.start

→ Insert root password

1. In the terminal window, type the following command to start the lamp service:
sudo systemctl start lamp

2. To verify that the service is running, type the following command:
sudo systemctl status lamp

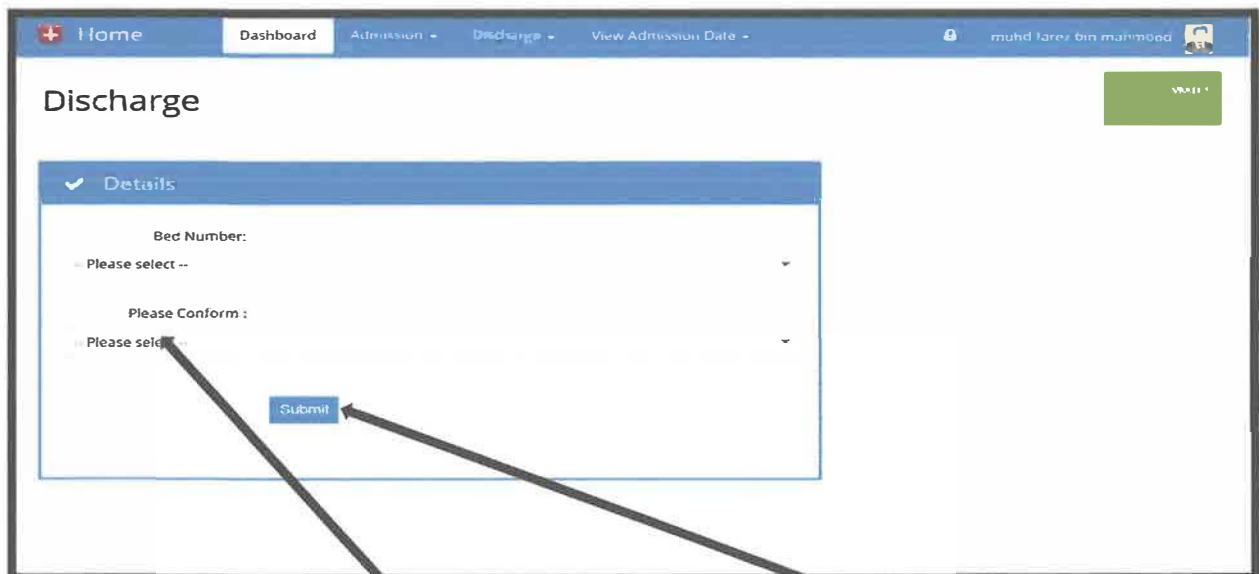
3. If the service is running, you should see the following output:
● lamp.service - LAMP Service

4. Finally, you can access the website by typing the following command:
curl http://localhost

DISCHARGE DI WAD-WAD

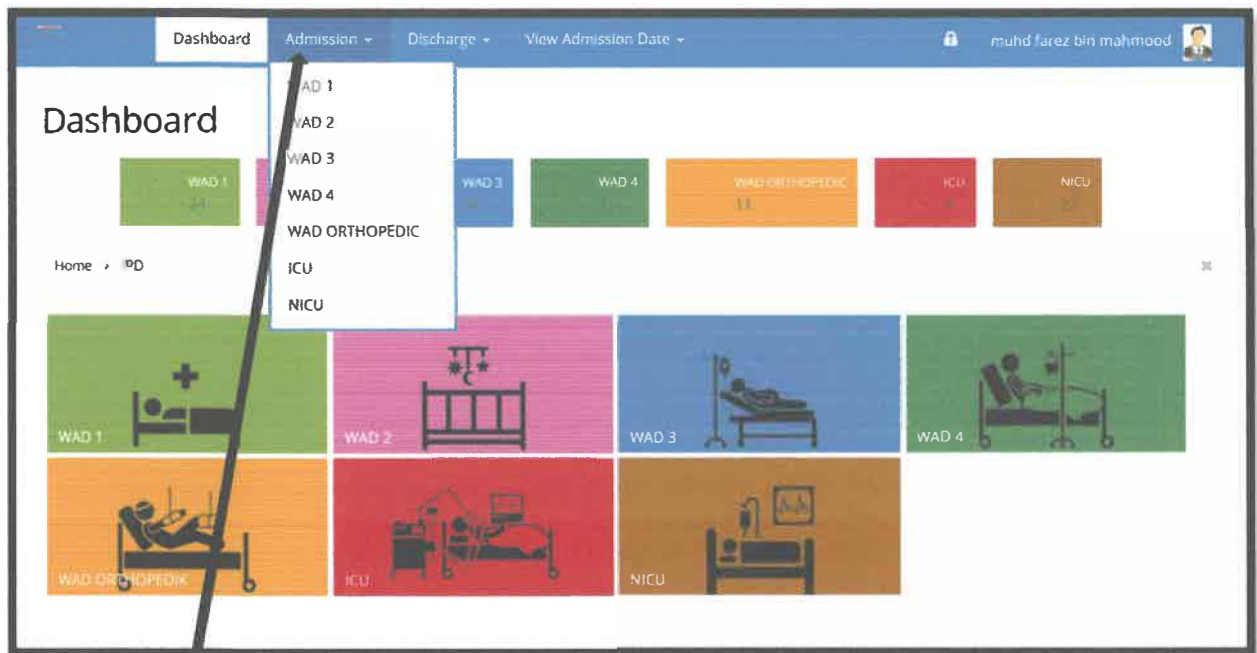


Klik “Discharge” dan pilih samaada wad 1, wad 2, wad 3, wad 4, wad ortho,ICU atau NICU untuk discharge

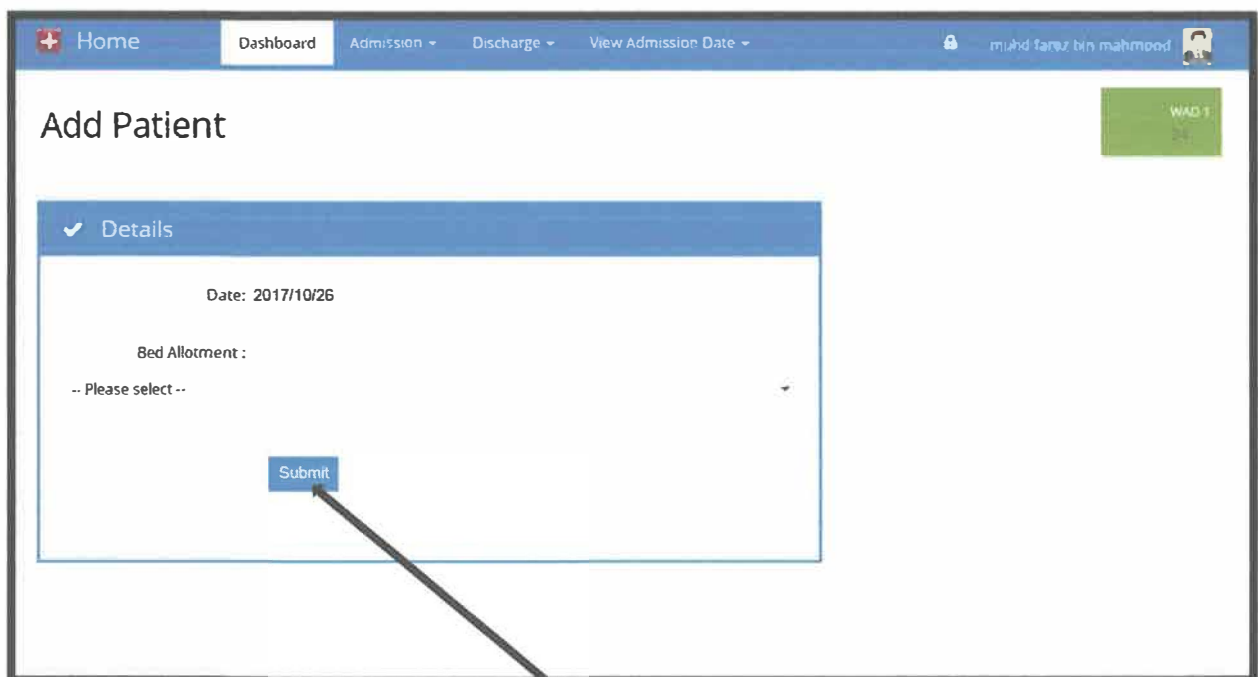


pilih nombor katil, dan please “Conform” kemudian tekan butang “Submit” untuk Discharge.

KEMASUKAN KE WAD-WAD



Klik “Admission” dan pilih samaada wad 1, wad 2, wad 3, wad 4, wad ortho,ICU atau NICU untuk mendaftar penggunaan katil



Pilih nombor katil, kemudian tekan butang “Submit”.

STATUS KATIL

The screenshot displays a web interface for 'Bed Availability'. At the top right, the user 'muhd farez bin mahmood' is logged in. The main heading is 'Bed Availability', with a breadcrumb trail 'Home > Bed Availability'. Below this, the section is titled 'Bed Status'. It features a 2x3 grid of bed status cards. Card 001 (red) is 'Allotted Medical Bed'. Card 002 (green) is 'Available Medical Bed'. Card 003 (red) is 'Allotted Medical Bed'. Card 004 (red) is 'Allotted Medical Bed'. Card 005 (red) is 'Allotted Medical Bed'. Card 006 (red) is 'Allotted Medical Bed'. Two black lines point from the text below to the 'Available' and 'Allotted' labels on cards 002 and 005 respectively.

001 Allotted Medical Bed	002 Available Medical Bed	003 Allotted Medical Bed
004 Allotted Medical Bed	005 Allotted Medical Bed	006 Allotted Medical Bed

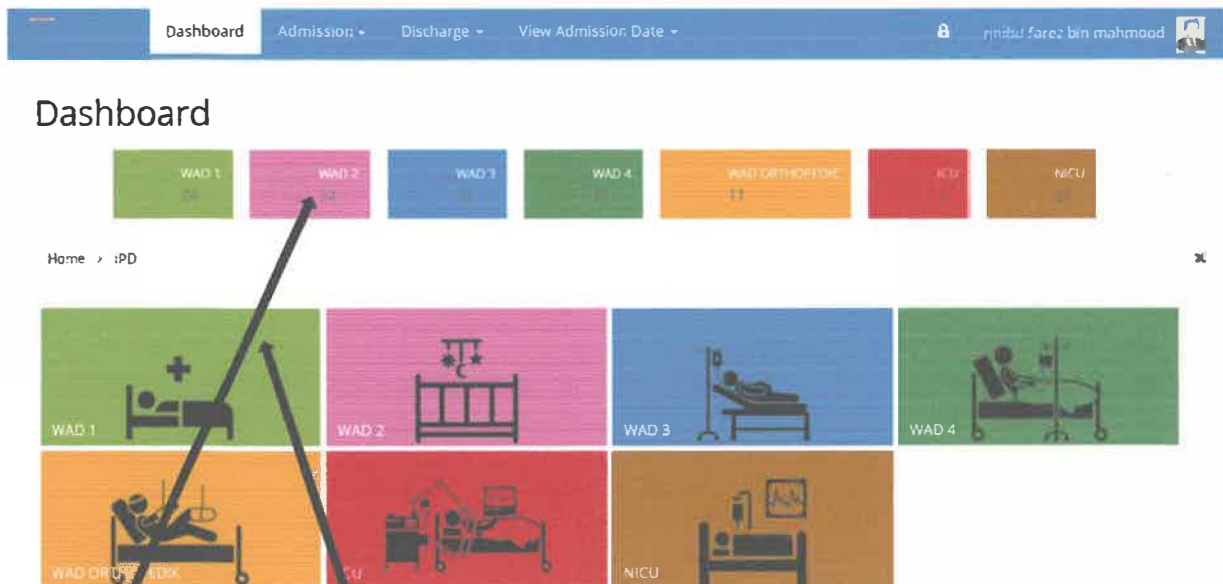
Status katil Samaada “Available” atau “Allotted”

LOG MASUK



Log Masuk Pengguna: Masukkan Nickname & No K/P Baru

LAMAN UTAMA



Laman Utama: Klik “Jubin” yang mewakili wad-wad untuk Melihat Status katil

“Jubin” diatas adalah nombor yang mewakili jumlah katil yang “Available” di dalam wad-wad

CERTIFICATE/DOCUMENT



**KEMENTERIAN KESIHATAN MALAYSIA
HOSPITAL TANAH MERAH, KELANTAN**

Penghargaan

Dengan sukacita dimaklumkan bahawa

MUHAMMAD FAREZ BIN CHE MAHMOOD

NO. K/P : 931102035905

telah tamat dengan jayanya

LATIHAN INDUSTRI

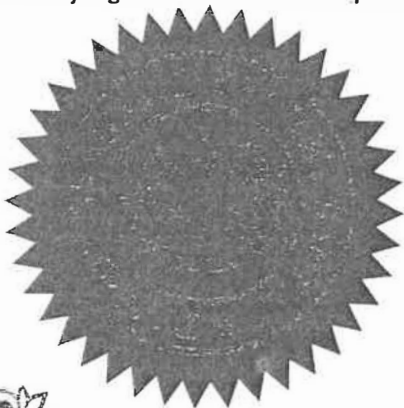
yang telah diadakan di

**UNIT TEKNOLOGI MAKLUMAT DAN KOMUNIKASI
HOSPITAL TANAH MERAH**

pada

1 OGOS 2017 HINGGA 31 DISEMBER 2017

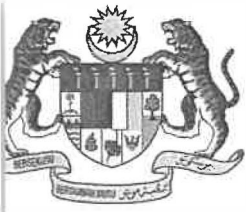
Pihak Hospital Tanah Merah mengucapkan setinggi-tinggi tahniah dan penghargaan atas khidmat bakti yang telah dicurahkan kepada jabatan ini. Semoga anda terus cemerlang pada masa akan datang.



DR. MOHD NASIR BIN ABDUL KADIR

Pengarah Hospital
Hospital Tanah Merah, Kelantan

No. Siri : 6692



هوسپتال تانه ميرده

HOSPITAL TANAH MERAH
17500 TANAH MERAH
KELANTAN DARUL NAIM

☎ : 09-9545000
☎ : 09-9557929
✉ : htm@moh.gov.my
<http://hmerah.moh.gov.my>



TO WHOM IT MAY CONCERN

Mr. Muhammad Farez bin Che Mahmood is student of University Technology Mara (UiTM) and I came to know in his capacity as a practical student during his attachment in Hospital Tanah Merah, Kelantan starting 1 August 2017 till 31 December 2017.

For the past 6 month, he has given many tasks such as troubleshoot computer system with various windows and Linux platform, network cabling and troubleshoot. His biggest contribution during industrial training was to develop the **Bed Watcher System** currently used in Hospital Tanah Merah.

He has shown an excellent performance throughout the duration of the practical training is proactive, dynamic and has positive attitudes towards to task given. This has been demonstrated through the high quality jobs he produced.

Finally, I am confident that Mr. Muhammad Farez bin Che Mahmood can excel in his career in the future given the opportunity.

By : Mohamad Zakie bin Shafie
Head Unit of ICT
Hospital Tanah Merah (HTM)
Tanah Merah, 17500 Kelantan

Date : 31 December 2017

Ref. No. : HTM/Kel:500-3/9 (38)



MS ISO 9001:2008 Co-1740 AP2215
07 Mei 2016 - 06 Mei 2019



Dikira sebagai Hospital Rakan Bayi oleh
WHO 25 Julai 2015 - 24 Julai 2018



Kementerian KEM KES-HATAN
Tahun Kewangan 2017
Pej. Perakaunan 019 JANMCAWANGAN KELANTAN

No. Pesanan Kerajaan : L0251130701171785
Jenis Perolehan : Pembelian Terus
Pelulus : MUHAMAD FIDAIE BIN ABDUL KADIR
Bil Kepada : HOSPITAL TANAH MERAH
HOSPITAL TANAH MERAH
17800
TANAH MERAH

Tarikh : 29/10/2017
No. Rujukan : T/B
Adakah pembekalan/perkhidmatan dibuat di Kawasan Ditetapkan? : Tidak
Adakah perkhidmatan merupakan perolehan pajakan (leasing) dari Kawasan Ditetapkan (Langkawi, Labuan dan Tioman) ke Malaysia (selain Langkawi, Labuan dan Tioman)? : Tidak

Akaun Penerima

Jabatan : 0251
PTJ : 130701

Pembekal

ID Pembekal Perkhidmatan : KT0335725V
No. Pendaftaran CBP : 001090543616
Tarikh Kuat kuasa CBP : 01/04/2015
Nama Pembekal : PSU SOLUTION
Alamat Pembekal : D 303, JALAN KUNIK 17500 TANAH MERAH
No. Kontrak : T/B

Akaun Caj

Vot : B42
Jabatan : 0251
PTJ : 130701
Cara Pembiayaan (Pinjaman) : Tidak

Bil.	Prog-Akt/ Amanah/ Project-Setia	Objek Lanjutan	No. Produk DP	Nama Servis	Alamat Penghantaran	Tarikh Mula Perkhidmatan (HH/BB/TTTT)	Tarikh Tamat Perkhidmatan (HH/BB/TTTT)	Tarikh Sebenar Mula Perkhidmatan (HH/BB/TTTT)	Tarikh Sebenar Tamat Perkhidmatan (HH/BB/TTTT)	Masa Penghantaran (Dar) JJ:MM	Masa Penghantaran (Hingga) JJ:MM	Amaun Anggaran (RM)	Amaun Sebenar (RM)
1	033239	29159	T/B	PERKHIDMATAN MEMBANGUN, MENGENGI DAN MENTAULAH APLIKASI KOMPUTER UNTUK KEGUNAAN 'LEAN HEALTHCARE' DI UNIT KECEMASAN DAN WAD-WAD DI HOSPITAL TANAH MERAH.	UNIT KECEMASAN & WAD-WAD HTM	29/10/2017	04/11/2017	T/B	T/B	09:00 a.m.	04:00 p.m.	3,200.00	3,200.00

Jumlah Amaun (RM)

3,200.00

Pembekal dinasihatkan untuk mengemukakan bil/invois kepada Kerajaan dengan kadar segera untuk mengelakkan kelewatan pembayaran selaras dengan AP103 (a).



PSU SOLUTION KT0335729-V
D-303, Jalan Klinik
17500 Tanah Merah, Kelantan
019 – 388 3887

Kepada

Muhammad Farez Bin Che Mahmood

Pelajar Praktikal Ogos-Disember 2017

Unit Teknologi Maklumat & Komunikasi (ICT)

Hospital Tanah Merah.

**PERLANTIKAN SEBAGAI PENGATUCARA MEMBANGUNKAN APLIKASI
KOMPUTER (BED MANAGEMENT SYSTEM) DI HOSPITAL TANAH MERAH**

Dengan ini perkara diatas adalah dirujuk

2. Adalah dinyatakan bahawa **Muhammad Farez Bin Che Mahmood** telah dilantik sebagai **pengaturcara** bagi membangunkan Aplikasi Komputer dibawah projek “Lean-Health Care”.

3. Pihak syarikat berharap agar saudara yang telah dilantik dapat menjalankan tugas dan tanggungjawab yang diberikan dengan baik.



(En. Ismail Bin Mat)

Pengurus

PSU Solution Sdn Bhd

D-303, Jalan Klinik 17500

Tanah Merah, Kelantan

**PSU SOLUTION** KT0335729-V

D-303
Jalan Klinik
17500 Tanah Merah
Kelantan.
Tel : 019 3883887

QUOTATION

TO Pengarah,
Hospital Tanah Merah,
17500 Tanah Merah,
Kelantan.

QUO NO : QTN/HTM/2017-16
DATE 09/10/2017
TEL 09 954 5000
FAX 09 955 7929

ATTN : En. Abdul Manap bin Mohamad

Item No.	Description	Quantity	Price / unit	Total
			RM	RM
1	Perkhidmatan Membangun, Menguji dan Mentauliah Aplikasi Komputer untuk kegunaan "Lean Healthcare" di Unit Kecemasan dan Wad-wad Hospital Tanah Merah - Latihan Pengguna - Jaminan Setahun	1	3,200.00	3,200.00
			Total	3,200.00

Terms & Conditions.

Payment terms : 30 days
Delivery : 7-14 days from date LO/LA
Validity : 90 Days.

Prepared by :
Isma I Bin Mat
Sales Exec.
019-3882887



PSU SOLUTION

(KT0335729-V)

D-303 Jalan Klinik
17500 Tanah Merah, Kelantan.
Tel : 019 3883887

PAYMENT VOUCHER

TO : MUHAMMAD FAREZ BIN CHE MAHMOOD

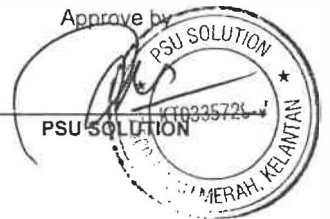
DATE : 14/11/2017

INVIOCE NO : **HTM/012**

ITEM	DESCRIPTION	QUANTITY	UNIT PRICE (RM)	AMOUNT (RM)
	PERKHIDMATAN MEMBANGUN, MENGUJI DAN MENTAULIAH APLIKASI KOMPUTER UNTUK KEGUNAAN 'LEAN HEALTHCARE' DI UNIT KECEMASAN DAN WAD-WAD DI HOSPITAL TANAH MERAH (BED MANAGEMENT SYSTEM - BMS)	L/S	3,200.00	3,200.00
TOTAL AMOUNT (RM)				3,200.00

Receive by

Approve by



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Date	Weekday	Day Type	Sche	In	Break	Resume	Out	OT	Done	Work	Overtime	Short	Leave Taken	Remark
01/08/2017	Tuesday	HARI KERJA	0				14:17					2.43		
02/08/2017	Wednesday	HARI KERJA	0	07:58			17:10			9.00	0.10			
03/08/2017	Thursday	HARI KERJA	0	07:53			15:45			7.30	0.15			
04/08/2017	Friday	RESTDAY	0											
05/08/2017	Saturday	RESTDAY	0											
06/08/2017	Sunday	HARI KERJA	0	08:00			17:05			9.00	0.05			
07/08/2017	Monday	HARI KERJA	0	08:05			17:02			8.55	0.02	0.05		
08/08/2017	Tuesday	HARI KERJA	0	07:57			17:01			9.00	0.01			
09/08/2017	Wednesday	HARI KERJA	0	07:54			17:04			9.00	0.04			
10/08/2017	Thursday	HARI KERJA	0	08:02			15:33			7.30	0.03			
11/08/2017	Friday	RESTDAY	0											
12/08/2017	Saturday	RESTDAY	0											
13/08/2017	Sunday	HARI KERJA	0	07:55			17:05			9.00	0.05			
14/08/2017	Monday	HARI KERJA	0	08:02			17:04			9.00	0.04			
15/08/2017	Tuesday	HARI KERJA	0	07:54			17:01			9.00	0.01			
16/08/2017	Wednesday	HARI KERJA	0	07:55			17:02			9.00	0.02			
17/08/2017	Thursday	HARI KERJA	0	07:42			15:38			7.30	0.08			
18/08/2017	Friday	RESTDAY	0											
19/08/2017	Saturday	RESTDAY	0											
20/08/2017	Sunday	HARI KERJA	0	07:54			17:07			9.00	0.07			
21/08/2017	Monday	HARI KERJA	0	07:53			17:06			9.00	0.06			
22/08/2017	Tuesday	HARI KERJA	0	07:57			17:13			9.00	0.13			
23/08/2017	Wednesday	HARI KERJA	0	07:53			17:04			9.00	0.04			
24/08/2017	Thursday	HARI KERJA	0	07:41			15:40			7.30	0.10			
25/08/2017	Friday	RESTDAY	0											
26/08/2017	Saturday	RESTDAY	0											
27/08/2017	Sunday	HARI KERJA	0	07:57			17:04			9.00	0.04			
28/08/2017	Monday	HARI KERJA	0	07:47			17:15			9.00	0.15			
29/08/2017	Tuesday	HARI KERJA	0	07:59			17:00			9.00				
30/08/2017	Wednesday	HARI KERJA	0	07:54			16:17			8.17		0.43		
31/08/2017	Thursday	KELEPASAN	0											

Day Type	Total Days	Present	Absent	Work	Overtime	Short	TIDAK HADIR	CUTI HAJI
HARI KERJA	22	22		182.12	1.59	3.31	REHAT/TAHUNAN	CUTI TANPA
KELEPASAN AM	1						SAKIT	
RESTDAY	8						HOSPITAL	
OFFDAY							MATERNITY	
	31	22	0	182.12	1.59	3.31	PATERNITY	
							EMERGENCY	

HOSPITAL TANAH MERAH

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Date	Weekday	Day Type	Sche	In	Break	Resume	Out	OT	Done	Work	Overtime	Short	Leave Taken	Remark
01/09/2017	Friday	RESTDAY	0											
02/09/2017	Saturday	RESTDAY	0											
03/09/2017	Sunday	HARI KERJA	0										TIDAK HADIR	
04/09/2017	Monday	HARI KERJA	0										TIDAK HADIR	
05/09/2017	Tuesday	HARI KERJA	0	08:01			17:01			9.00	0.01			
06/09/2017	Wednesday	HARI KERJA	0	07:52			17:03			9.00	0.03			
07/09/2017	Thursday	HARI KERJA	0	07:50			15:38			7.30	0.08			
08/09/2017	Friday	RESTDAY	0											
09/09/2017	Saturday	RESTDAY	0											
10/09/2017	Sunday	HARI KERJA	0										TIDAK HADIR	
11/09/2017	Monday	HARI KERJA	0	07:56			17:00			9.00				
12/09/2017	Tuesday	HARI KERJA	0	07:57			17:05			9.00	0.05			
13/09/2017	Wednesday	HARI KERJA	0	07:58										
14/09/2017	Thursday	HARI KERJA	0	07:46			15:35			7.30	0.05			
15/09/2017	Friday	RESTDAY	0											
16/09/2017	Saturday	RESTDAY	0											
17/09/2017	Sunday	HARI KERJA	0										TIDAK HADIR	
18/09/2017	Monday	HARI KERJA	0	07:57			17:11			9.00	0.11			
19/09/2017	Tuesday	HARI KERJA	0	08:00			17:09			9.00	0.09			
20/09/2017	Wednesday	HARI KERJA	0	07:53			17:01			9.00	0.01			
21/09/2017	Thursday	HARI KERJA	0	07:56			15:33			7.30	0.03			
22/09/2017	Friday	RESTDAY	0											
23/09/2017	Saturday	RESTDAY	0											
24/09/2017	Sunday	HARI KERJA	0	07:49			17:05			9.00	0.05			
25/09/2017	Monday	HARI KERJA	0	07:57			17:03			9.00	0.03			
26/09/2017	Tuesday	HARI KERJA	0	08:02			17:02			9.00	0.02			
27/09/2017	Wednesday	HARI KERJA	0	07:45			17:07			9.00	0.07			
28/09/2017	Thursday	HARI KERJA	0	08:02			15:40			7.30	0.10			
29/09/2017	Friday	RESTDAY	0											
30/09/2017	Saturday	RESTDAY	0											
Day Type	Total Days	Present	Absent	Work	Overtime	Short				TIDAK HADIR	4.000		CUTI HAJI	
HARI KERJA	20	16	4	129.00	1.13					REHAT/TAHUNAN			CUTI TANPA	
KELEPASAN AM										SAKIT				
RESTDAY	10									HOSPITAL				
OFFDAY										MATERNITY				
	30	16	4	129.00	1.13	0.00				PATERNITY				
										EMERGENCY				

HOSPITAL TANAH MERAH

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Date	Weekday	Day Type	Sche	In	Break	Resume	Out	OT	Done	Work	Overtime	Short	Leave Taken	Remark
01/10/2017	Sunday	HARI KERJA	0	08:03			17:11			9.00	0.11			
02/10/2017	Monday	HARI KERJA	0	07:44			17:03			9.00	0.03			
03/10/2017	Tuesday	HARI KERJA	0	07:50			17:04			9.00	0.04			
04/10/2017	Wednesday	HARI KERJA	0	08:05								0.05		
05/10/2017	Thursday	HARI KERJA	0	07:33			16:00			7.30	0.30			
06/10/2017	Friday	RESTDAY	0											
07/10/2017	Saturday	RESTDAY	0											
08/10/2017	Sunday	HARI KERJA	0	08:19			17:06			8.41	0.06	0.19		
09/10/2017	Monday	HARI KERJA	0	08:00			17:12			9.00	0.12			
10/10/2017	Tuesday	HARI KERJA	0	07:43			17:13			9.00	0.13			
11/10/2017	Wednesday	HARI KERJA	0	07:51			17:04			9.00	0.04			
12/10/2017	Thursday	HARI KERJA	0	07:48			15:32			7.30	0.02			
13/10/2017	Friday	RESTDAY	0											
14/10/2017	Saturday	RESTDAY	0											
15/10/2017	Sunday	HARI KERJA	0	07:56			17:01			9.00	0.01			
16/10/2017	Monday	HARI KERJA	0	07:47			17:06			9.00	0.06			
17/10/2017	Tuesday	HARI KERJA	0	07:54			17:05			9.00	0.05			
18/10/2017	Wednesday	HARI KERJA	0											TIDAK HADIR
19/10/2017	Thursday	HARI KERJA	0	09:39			15:36			5.51	0.06	1.39		
20/10/2017	Friday	RESTDAY	0											
21/10/2017	Saturday	RESTDAY	0											
22/10/2017	Sunday	HARI KERJA	0	08:00			16:57			8.57		0.03		
23/10/2017	Monday	HARI KERJA	0	07:39			17:26			9.00	0.26			
24/10/2017	Tuesday	HARI KERJA	0	07:44			17:07			9.00	0.07			
25/10/2017	Wednesday	HARI KERJA	0	07:54			17:06			9.00	0.06			
26/10/2017	Thursday	HARI KERJA	0	07:50			15:35			7.30	0.05			
27/10/2017	Friday	RESTDAY	0											
28/10/2017	Saturday	RESTDAY	0											
29/10/2017	Sunday	HARI KERJA	0	08:00			17:06			9.00	0.06			
30/10/2017	Monday	HARI KERJA	0				17:12				0.12			
31/10/2017	Tuesday	HARI KERJA	0	07:53			17:06			9.00	0.06			
Day Type	Total Days	Present	Absent	Work	Overtime	Short	TIDAK HADIR			1.000	CUTI HAJI			
HARI KERJA	23	22	1	171.59	2.51	2.06	REHAT/TAHUNAN				CUTI TANPA			
KELEPASAN AM							SAKIT							
RESTDAY	8						HOSPITAL							
OFFDAY							MATERNITY							
	31	22	1	171.59	2.51	2.06	PATERNITY							
							EMERGENCY							

HOSPITAL TANAH MERAH

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MUHAMMAD FAREZ BIN CHE MAHMOOD

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Date	Weekday	Day Type	Sche	In	Break	Resume	Out	OT	Done	Work	Overtime	Short	Leave Taken	Remark
01/11/2017	Wednesday	HARI KERJA	0	08:23			17:04			8.37	0.04	0.23		
02/11/2017	Thursday	HARI KERJA	0	07:52			15:38			7.30	0.08			
03/11/2017	Friday	RESTDAY	0											
04/11/2017	Saturday	RESTDAY	0											
05/11/2017	Sunday	HARI KERJA	0	07:59			17:18			9.00	0.18			
06/11/2017	Monday	HARI KERJA	0	07:56			17:13			9.00	0.13			
07/11/2017	Tuesday	HARI KERJA	0	07:56			17:19			9.00	0.19			
08/11/2017	Wednesday	HARI KERJA	0	07:55			17:00			9.00				
09/11/2017	Thursday	HARI KERJA	0	07:52			15:30			7.30				
10/11/2017	Friday	RESTDAY	0											
11/11/2017	Saturday	RESTDAY	0											
12/11/2017	Sunday	HARI KERJA	0										TIDAK HADIR	
13/11/2017	Monday	HARI KERJA	0										TIDAK HADIR	
14/11/2017	Tuesday	HARI KERJA	0	07:49										
15/11/2017	Wednesday	HARI KERJA	0	07:48										
16/11/2017	Thursday	HARI KERJA	0	07:55										
17/11/2017	Friday	RESTDAY	0											
18/11/2017	Saturday	RESTDAY	0											
19/11/2017	Sunday	HARI KERJA	0	07:46			17:15			9.00	0.15			
20/11/2017	Monday	HARI KERJA	0	07:50			17:09			9.00	0.09			
21/11/2017	Tuesday	HARI KERJA	0	07:45			17:01			9.00	0.01			
22/11/2017	Wednesday	HARI KERJA	0	07:33			17:07			9.00	0.07			
23/11/2017	Thursday	HARI KERJA	0	07:56			15:34			7.30	0.04			
24/11/2017	Friday	RESTDAY	0											
25/11/2017	Saturday	RESTDAY	0											
26/11/2017	Sunday	HARI KERJA	0	07:46			17:02			9.00	0.02			
27/11/2017	Monday	HARI KERJA	0	07:53			17:07			9.00	0.07			
28/11/2017	Tuesday	HARI KERJA	0	07:47			17:06			9.00	0.06			
29/11/2017	Wednesday	HARI KERJA	0	07:47			17:00			9.00				
30/11/2017	Thursday	HARI KERJA	0	07:41			15:32			7.30	0.02			
Day Type	Total Days	Present	Absent	Work	Overtime	Short	TIDAK HADIR		2.000	CUTI HAJI				
HARI KERJA	22	20	2	146.37	1.55	0.23	REHAT/TAHUNAN			CUTI TANPA				
KELEPASAN AM							SAKIT							
RESTDAY	8						HOSPITAL							
OFFDAY							MATERNITY							
	30	20	2	146.37	1.55	0.23	PATERNITY							
							EMERGENCY							

HOSPITAL TANAH MERAH

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MUHAMMAD FAREZ BIN CHE MAHMOOD

ICT

Date	Weekday	Day Type	Sche	In	Break	Resume	Out	OT	Done	Work	Overtime	Short	Leave Taken	Remark
01/12/2017	Friday	RESTDAY	0											
02/12/2017	Saturday	RESTDAY	0											
03/12/2017	Sunday	HARI KERJA	0	07:50			16:57			8.57		0.03		
04/12/2017	Monday	HARI KERJA	0	07:26			17:06			9.00	0.06			
05/12/2017	Tuesday	HARI KERJA	0	07:54			17:04			9.00	0.04			
06/12/2017	Wednesday	HARI KERJA	0	07:54			17:05			9.00	0.05			
07/12/2017	Thursday	HARI KERJA	0	07:41			15:46			7.30	0.16			
08/12/2017	Friday	RESTDAY	0											
09/12/2017	Saturday	RESTDAY	0											
10/12/2017	Sunday	HARI KERJA	0	07:50										
11/12/2017	Monday	HARI KERJA	0	07:46			17:04			9.00	0.04			
12/12/2017	Tuesday	HARI KERJA	0	07:59			17:07			9.00	0.07			
13/12/2017	Wednesday	HARI KERJA	0	07:53			17:06			9.00	0.06			
14/12/2017	Thursday	HARI KERJA	0	08:12			15:42			7.18	0.12	0.12		
15/12/2017	Friday	RESTDAY	0											
16/12/2017	Saturday	RESTDAY	0											
17/12/2017	Sunday	HARI KERJA	0	08:34			17:15			8.26	0.15	0.34		
18/12/2017	Monday	HARI KERJA	0	07:55			17:05			9.00	0.05			
19/12/2017	Tuesday	HARI KERJA	0	08:02			17:03			9.00	0.03			
20/12/2017	Wednesday	HARI KERJA	0	07:46			17:09			9.00	0.09			
21/12/2017	Thursday	HARI KERJA	0	07:58			15:39			7.30	0.09			
22/12/2017	Friday	RESTDAY	0											
23/12/2017	Saturday	RESTDAY	0											
24/12/2017	Sunday	HARI KERJA	0	07:57			17:07			9.00	0.07			
25/12/2017	Monday	HARI KERJA	0										TIDAK HADIR	
26/12/2017	Tuesday	HARI KERJA	0	07:52			17:20			9.00	0.20			
27/12/2017	Wednesday	HARI KERJA	0	07:58			17:06			9.00	0.06			
28/12/2017	Thursday	HARI KERJA	0	08:04			15:43			7.26	0.13	0.04		
29/12/2017	Friday	RESTDAY	0											
30/12/2017	Saturday	RESTDAY	0											
31/12/2017	Sunday	HARI KERJA	0	08:14								0.14		

Day Type	Total Days	Present	Absent	Work	Overtime	Short	TIDAK HADIR	1.000	CUTI HAJI
HARI KERJA	21	20	1	155.07	2.27	1.07	REHAT/TAHUNAN		CUTI TANPA
KELEPASAN AM							SAKIT		
RESTDAY	10						HOSPITAL		
OFFDAY							MATERNITY		
	31	20	1	155.07	2.27	1.07	PATERNITY		
							EMERGENCY		

HOSPITAL TANAH MERAH

**BORANG PINJAMAN PERALATAN ICT
UNIT ICT, HOSPITAL TANAH MERAH**

MAKLUMAT PEMINJAM	MAKLUMAT PERALATAN
Nama : <u>MOHD HARIFFI B. MAT ZIN</u> Jawatan : <u>PEMB. TAPSA (KEM) WJG</u> No. H/P : <u>02 4477346</u> Bahagian/Unit : <u>IASIL</u> Tujuan : <u>REGUNAN KEDABAT</u> Item : Laptop <input type="checkbox"/> Kuantiti : LCD Projektor <input type="checkbox"/> Kuantiti : Lain-lain <u>Ext. wany</u> Kuantiti : <u>1</u> Bantuan Teknikal : Ya <input type="checkbox"/> Tidak <input type="checkbox"/> Tarikh Pinjam : <u>15/8/17</u> Masa : <u>9.05 am</u> Tarikh Hantar : Masa : Tandatangan Pemohon : <u>[Signature]</u> Tarikh : <u>15/8/17</u>	<p align="center"><u>LAPTOP</u></p> 1. <input type="checkbox"/> KKM/JKN/HTM/03-06-01/H/14/106 2. <input type="checkbox"/> KKM/JKN/HTM/03-06-01/H/14/107 3. <input type="checkbox"/> KKM/JKN/HTM/03-06-01/H/14/108 4. <input type="checkbox"/> JKNK.KELANTAN/130704/H/11/18 5. <input type="checkbox"/> JKN/KELANTAN/130701/H/08/51 6. <input type="checkbox"/> JKN/KELANTAN/130701/H/08/50 7. <input type="checkbox"/> JKN/KELANTAN/130701/H/08/01 8. <input type="checkbox"/> HTM/HM/01/PC/020/2004 9. <input type="checkbox"/> HTM/HM/KP/020/05 0. <input type="checkbox"/> HTM/HM/PC/014/06 <p align="center"><u>LCD PROJEKTOR</u></p> 1. <input type="checkbox"/> KKM/JKN/HTM/03-06-01/H/14/106 2. <input type="checkbox"/> KKM/JKN/HTM/03-06-01/H/14/107 3. <input type="checkbox"/> KKM/JKN/HTM/03-06-01/H/14/108 4. <input type="checkbox"/> JKNK.KELANTAN/130704/H/11/16 5. <input type="checkbox"/> JKNK.KELANTAN/130704/H/11/17 6. <input type="checkbox"/> JKN/KELANTAN/130701/H/08/50 Lain-lain :

KELULUSAN PEGAWAI

Kelulusan : LULUS/TIDAK DITUTUSKAN
 Nama : MUHD FAREZ B CHE MAHMUD P
 Jawatan : PELUSUR PRAKTICAL UNIT ICT
 Tandatangan Pelulus : [Signature]
 Tarikh : 15/8/2017

	Senarai Semak (semasa pinjam) :		Senarai Semak (semasa hantar) :	
	Ada	Tiada	Ada	Tiada
Adapter	<input type="checkbox"/>	<input type="checkbox"/>	Adapter	<input type="checkbox"/>
External Mouse	<input type="checkbox"/>	<input type="checkbox"/>	External Mouse	<input type="checkbox"/>
Kabel Power	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Kabel Power	<input type="checkbox"/>
Kabel VGA	<input type="checkbox"/>	<input type="checkbox"/>	Kabel VGA	<input type="checkbox"/>

MAKLUMAT PENGHANTARAN

Nama Penghantar : Nama Penyemak :
 Tandatangan : Tandatangan :
 Tarikh : Tarikh :

PERINGATAN:

Setiap permohonan wajib dihantar 3 hari sebelum tarikh penggunaan. Setiap pengguna adalah bertanggungjawab di atas kerosakan atau kehilangan perkakasan yang telah dipinjam dan di bawah kawalannya.
 Bagi peminjaman LCD untuk pemasangan yang memerlukan bantuan teknikal, juga perlu dimaklumkan sehari sebelum tarikh penggunaan.
 Peralatan ICT yang disediakan adalah terhad dan sebarang peminjaman peralatan ICT tersebut akan diberi keutamaan kepada pemohon yang membuat tempahan yang lebih awal dan mengikut keperluan kerja.

HOSPITAL TANAH MERAH

BORANG ADUAN MASALAH ICT


Aduan → Tel : samb.5223/5233/5234;
emel : htm_ict@moh.gov.my

Tarikh Aduan:	Masa :
Rujukan Kami	ICT/486/6/ (/17)
Jabatan/Bahagian/Unit/	
Nama Pemohon	KJ Salmiso Myub Oismai
Jawatan	ICT 432
No. Telefon	019 917 8797
No. Harta Modal / No. Siri	

- Sila tandakan dalam kotak yang disediakan :
- Komputer Perisian (MS Words, Excel, Power Point dll)
- Pencetak Sistem (Nyatakan) :
- Rangkaian Lain-lain (Nyatakan) :

Masalah Terperinci :	Tindakan Unit ICT :
Printer / Problem	Tarikh Pembaikan: 16/11/2017 Masa : 10.30am
.....
.....
.....

Maklum balas : Adalah disahkan bahawa kerja balkpulih telah dilaksanakan.

Pengesahan Pemohon :	Pengesahan PTM/PPTM/Syarikat
Nama : KJ Salmiso Myub	Nama: M. HANIS B. CHE MARUD
Tandatangan : 	Tandatangan: 
Tarikh Siap: Masa :	Tarikh Siap: 16/11/2017 Masa : 10.30am

CATATAN PTM/PPTM/SYARIKAT KOMPUTER:

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