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**UNIVERSITI TEKNOLOGI MARA NEGERI SEMBILAN,
KAMPUS REMBAU**

**INFORMATION SCIENCE STUDIES, COLLEGE OF COMPUTING, INFORMATICS AND
MATHEMATICS**

DIPLOMA IN INFORMATION MANAGEMENT (CDIM110)

INDUSTRIAL TRAINING (IMD310)

INDUSTRIAL TRAINING REPORT:

*BAHAGIAN KOMUNIKASI VISUAL DAN SENI REKA, JABATAN PENERANGAN
MALAYSIA*

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ABSTRACT

The industrial training IMD310 is one of the course that need to take as the requirement for graduating in the diploma of Information Management (IM110). Therefore, the student has gone through an 8-week experience training at the government institute, JAPEN which involving the student to experience and working at the BVKS department in order to gained a new knowledges and get familiarize with the working environment. In this report, the student explaining the organization's purpose, the activities carried out, the recommendation and improvement for the organization that could be considered. Through this program, are exposed to the professional work environment sooner, allowing them to adjust to the company or professional setting before graduating and receiving their diploma. Thus, for subject IMD310, this report details the entire internship program experience at the section of *Bahagian Teknologi dan Digital (BTD)* and *Pusat Sumber & Fotografi*, which is part of the *Bahagian Visual Komunikasi Senireka (BVKS)* branch of the *Jabatan Penerangan Malaysia* organization regarding the skills gained related to the information management such as library technical skills and record management skills.

Keyword: industrial training, Jabatan Penerangan Malaysia, Bahagian Teknologi Digital, Bahagian Visual, Komunikasi dan Senireka.

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