



**INFORMATION SCIENCE, COLLEGE OF COMPUTING,  
INFORMATICS AND MATHEMATICS,  
UNIVERSITI TEKNOLOGI MARA**

**PROGRAMME:**

**DIPLOMA IN INFORMATION MANAGEMENT (CDIM110)**

**COURSE:**

**INDUSTRIAL TRAINING (IMD310)**

**PREPARED BY:**

**AHMAD HAZIM BIN KAMARUDDIN**

**PREPARED FOR:**

**MOHD NAIM BIN MOHD NASFI**

**GROUP:**

**N5CDIM1105B**

**SUBMISSION DATE:**

**30 November 2024**

**REPORT OF:**  
**INDUSTRIAL TRAINING AT HOSPITAL CANSELOR TUANKU MUHRIZ (HCTM)**

Prepared by:

Ahmad Hazim bin Kamaruddin

2022496928

Information Science Studies  
College of Computing, Informatics and Mathematics  
Universiti Teknologi MARA  
Negeri Sembilan Rembau Campus

## **ABSTRACTS**

*This report intended to give an overview of my internship experience at Hospital Canselor Tuanku Muhriz (HCTM), detailing the tasks, responsibilities, and knowledge gained throughout the program. The internship afforded practical exposure in the department called Unit Kesihatan Awam, which was invaluable for honing professional skills, enhancing problem-solving skills, and exposing interns to a healthcare environment. My relevant responsibilities include handling events and producing the report, which adds to my experience and knowledge. There is also an account of the challenges faced, solutions implemented, and recommendations for future interns. After all, this internship was an extremely enriching experience in that it connected academic knowledge with practical experience.*

## **TABLE OF CONTENT**

	<b>Declaration</b>	<b>i</b>
	<b>Abstracts</b>	<b>ii</b>
	<b>Table of Content</b>	<b>iii</b>
	<b>List of Figure</b>	<b>iv</b>
	<b>Acknowledgements</b>	<b>v</b>
<b>1.0</b>	<b>Introduction</b> 1.1 background of the industrial training program 1.2 purpose and objectives of the report 1.3 importance of industrial training for students of Diploma in information management	<b>1</b>
<b>2.0</b>	<b>Organizational Information</b> 2.1 overview of the organization 2.2 organizational structure 2.3 departmental structure and function related to information management 2.4 student's assigned department	<b>2</b>
<b>3.0</b>	<b>Industrial Training Activities</b> 3.1 detailed description of the tasks, projects, and activities undertaken during the industrial training 3.2 explanation of the skills, knowledge, and competencies applied or developed during the training period	<b>4</b>
<b>4.0</b>	<b>Learning Outcomes and Achievements</b> 4.1 reflection on learning outcomes 4.2 discussion of personal growth, skills enhancement, and professional development 4.3 examples of successful projects, accomplishments, or challenges overcome	<b>8</b>
<b>5.0</b>	<b>Recommendations and Conclusions</b> 5.1 suggestions for improvements in the industrial training program 5.2 recommendations for the organization 5.3 summary of the key findings and insights from the industrial training experience	<b>11</b>
	<b>References</b>	<b>12</b>
	<b>Appendices</b>	<b>13</b>

## **LIST OF FIGURES**

Figure 2.2: Organizational Structure of HCTM.....	2
Figure 1-4 Appendices.....	13
Figure 5-7 Appendices.....	14
Figure 8-10 Appendices.....	15
Figure 11-13 Appendices.....	16
Figure 14-15 Appendices.....	17
Figure 16 Appendices.....	18
Figure 17 Appendices.....	19
Figure 18 Appendices.....	20
Figure 19-20 Appendices.....	21
Figure 21 Appendices.....	22