



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

**DIPLOMA OF INFORMATION MANAGEMENT (CDIM110)
OCTOBER 2024 – FEBRUARY 2025**

**INDUSTRIAL TRAINING (IMD310):
MUHIBBIN GROUP SDN BHD**

PREPARED BY:
NURFARISYA BINTI NAZARI
(2022456394)

PREPARED FOR:
MADAM NOOR FARALIZA BINTI SAMSUDIN

GROUP:
N5CDIM1105A

SUBMISSION DATE:
27th October 2024

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

DIPLOMA OF INFORMATION MANAGEMENT (CDIM110)

OCTOBER 2024 – FEBRUARY 2025

INDUSTRIAL TRAINING (IMD310)

PREPARED BY:

NURFARISYA BINTI NAZARI

(2022456394)

GROUP:

N5CDIM1105A

SUBMISSION DATE:

27th October 2024

ABSTRACT

This paper provides an overview of my eight weeks of industrial training at Muhibbin Group Sdn Bhd. Its goal is to assess the training program's results and advantages for students and educational institutions simultaneously. The report talks about the tasks and activities I completed during the internship, which helped me overcome the gap between academic knowledge and real-world application by giving me practical experience in a professional environment. I increased my communication skills, sharpened my technical skills, and learned a lot about workplace dynamics thanks to this training. The study offers recommendations for enhancing the training experience in addition to identifying the challenges that were experienced. The overall goal of this paper is to provide a thorough analysis of the effects of the industrial training program, highlighting its contribution to students' preparedness for employment.

Keyword: *Muhibbin Group SDN BHD, Industrial Training, Skills enhancement, Internship*

TABLE OF CONTENT

ACKNOWLEDGEMENT

1.0 INTRODUCTION.....1

1.1 Background of The Industrial Training Program

1.2 Purpose and Objectives of The Report

1.3 Significance of Industrial Training for Students of Diploma in Information Management

2.0 ORGANIZATIONAL INFORMATION.....4

2.1 Overview Of the Organization Where the Industrial Training Took Place

2.1.1 Introduction of the company

2.1.2 Mission and vision

2.1.3 Company logo

2.1.4 Operational hours

2.2 Organizational Structure

2.3 Departmental structure and function related to information management

2.4 Explanation of the student's assigned department or unit within the organization

3.0 INDUSTRIAL TRAINING ACTIVITIES.....9

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

4.0 LEARNING OUTCOMES AND ACHIEVEMENTS.....19

4.1 Reflection on the learning outcomes achieved during the industrial training

4.2 Discussion of personal growth, skills enhancement, and professional development

4.3 Examples of successful projects, accomplishments, or challenges overcome

5.0 RECOMMENDATIONS AND CONCLUSIONS.....22

5.1 Suggestions for improvements in the industrial training program

5.2 Recommendations for the organization to enhance the information management practices based on the student's observations and experiences

5.3 Summary of the key findings and insights from the industrial training experience

REFERENCES

APPENDICS