



**INFORMATION SCIENCE STUDIES**

**COLLEGE OF COMPUTING, INFORMATICS AND MATHEMATICS**

**DIPLOMA IN INFORMATION MANAGEMENT (CDIM110)**

**INDUSTRIAL TRAINING (IMD310)**

**INDIVIDUAL ASSIGNMENT:**

**INDUSTRIAL TRAINING REPORT**

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## **Abstract**

During the fourth semester break, all Universiti Teknologi Mara (UiTM) Diploma in Information Management students must complete industrial training. Some of the most significant points that students who participated in industrial training learned from the industry they went to is that each student can apply what they have learned based on theoretical knowledge to real-world situations, which improves both technical and soft skills and promotes adaptability in the workplace. Students who participate in industrial training will grow in their problem-solving, teamwork, and time management abilities while becoming skilled with industry-specific tools and procedures. Furthermore, it will enable students to develop beneficial networks and obtain guidance, both of which can direct their career pathways and enhance employment opportunities. Also, the experience facilitates self-evaluation, assisting students in determining their areas of strength and growth, and strengthening critical thinking by addressing real-world problems, effectively reducing the differences between academic learning and workplace standards.

This industrial report will be divided into chapters 1–5. The first chapter will discuss the background industrial training program, the purpose and objectives of the report, and the importance of industrial training for Diploma in Information Management students, whereas the second chapter will focus on the background of industrial training that took place in the organization and will include detailed information about the company. Aside from that, the third chapter will concentrate on the industrial training activities that were conducted and completed. In addition to the learning results and accomplishments that will be described in the fourth chapter, the student's industrial training and commitment toward learning activities also provide educational experiences. The final chapter will most likely focus on recommendations and conclusions, such as a description of the experience that students obtained while performing their industrial training at the industry or company of their decision.

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## **Chapter 1: Introduction**

### **1.1 Background of Industrial Training**

Industrial training is a crucial component of the learning process for Universiti Teknologi Mara (UiTM) students, who are required to complete an eight-week internship to qualify for the Diploma of Information Management and ultimately graduate from the university. This requirement applies specifically to fourth-semester students who are currently pursuing the Diploma of Information Management (CDIM110) during semester break ensuring they gain practical experience and meet the academic requirements necessary for obtaining their diploma. The industrial training commenced immediately following the completion of examinations from 22<sup>nd</sup> June 2024, and continued until 13<sup>th</sup> September 2024, following the guidelines set by Universiti Teknologi Mara (UiTM).

Therefore, each student must take responsibility for finding the company or organization that can fulfill their industrial training needs. For instance, to undergo this industrial training, each student will be immersed and placed in companies with different departments that have different focuses or tasks that they need to explore themselves with a supervisor to guide them in completing each activity or task. Each student must ensure that the company they chose has a training program that can offer students exposure to the working environment of the real world. This is because applying and learning only full theoretical knowledge would not be adequate to ensure that students who graduate become professional workers without having experience or hands-on experience as experience can build a deeper understanding of every student's knowledge. This is also due to the university not providing complete hands-on equipment or experience for students as it requires a vast amount of cost for different fields and courses.

More importantly, the industrial training program provides students with invaluable hands-on experience in their chosen fields, particularly for Diploma of Information Management students, allowing them to not only understand the theory they learned in class but also apply it in a real-world working environment, allowing each student to grasp the knowledge effectively. This is because working develops some important abilities, such as critical thinking and adaptability, in professional settings when dealing with a variety of tasks and working environments. Furthermore, it provides opportunities for networking and mentorship, assisting students in exploring potential career pathways and increasing their preparation for the job after graduation so that when they are in a real working environment.