



UNIVERSITI TEKNOLOGI MARA

INDUSTRIAL TRAINING REPORT

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ABSTRACT

Industry training is a requirement which is compulsory for every student before being considered for the award of the Certificate or Diploma. Each student must pass industry training before being allowed to enter the next semester. Students who fail must re-training industry. The objective is included to expose students to the real work, to cultivate the spirit of teamwork and good relationship during work, allowing students to see the connection between theory learned in the classroom with practical work, to adopt safety regulations in the industry, to improve prudent and responsible practices, to strengthen the self-confidence to the nature of employment in the future, and to provide a report on completion of training industrial training.

Students can gained the knowledge during the training industry with more efficiency by documenting the activities and work during the training carried out systematically and effectively through reports made. Through writing, students can use the techniques learned as a reference work as a step into the real world of work. A detailed report is provided as a testament to the training that has been conducted in accordance with the period of approximately two months beginning on 18 April 2017 to 11 June 2017 as set by the UiTM. The report can be also as an assessment of the training that has been undertaken by the students and the scoring of this report will be issued after the report is reviewed in full by the lecturers. To increase the students' attitude and responsibility in carrying out any task assigned to meet the needs of firms and universities. Where students can learn to bear their own duties as directed with more responsible.

ACKNOWLEDGEMENT

Thankful to the Almighty for His grace and His grace, by this Nur Hidayah Binti Mazlee (2015832944) student of UiTM Pasir Gudang Johor courses Diploma in Civil Engineering have successfully completed the training, in Development Unit, Melaka State Health Department for two months. On this occasion, the student wanted to say thank you and appreciation to the entire staff of Development Unit, Melaka State Health Department (JKNM) especially to Mrs. Jahlailawati Binti Suib as coordinator of student practical for accepting trainees to undergo industrial training in Melaka State Health Department (JKNM).

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In addition, a big thank you is given to the UiTM especially for lecturers in Civil Engineering Unit and Training Industry for giving flexibility to the students to find their own place to do the training. Similarly, advice and guidance to hold a briefing session for Industrial Training and preparation methods to prepare a book report completed industrial training and meet the criteria. Heartfelt gratitude goes out to all the lecturers at the Department of Civil Engineering Campus UiTM Pasir Gudang, Johor in particular to the lecturers who teach modules on soft skills industry training, Mr. Firdaus and Mr. Saiful who has provided support, assistance, encouragement and advice to the students before go to industrial training and after industrial training. Finally, thanks to all those involved who helped in completing this reports.

LIST OF APPENDICES

- **Program Audit**
- **Project NBOS**
- **Site Meeting on Klinik Kesihatan Ayer Molek**