UNIVERSITI TEKNOLOGI MARA

FACULTY OF INFORMATION MANAGEMENT

INDUSTRIAL TRAINING REPORT

PEJABAT SETIAUSAHA KERAJAAN TERENGGANU (PSUK)

TINGKAT 2

WISMA DARUL IMAN

TERENGGANU

20503 KUALA TERENGGANU

Prepared By

FATIMAH NURAIN BINTI MOHD KHALPIAH

2019345995

BACHELOR OF INFORMATION SCIENCE (HONS.)

INFORMATION SYSTEM MANAGEMENT

1ST MARCH 2021 - 31ST JULY 2021

DECLARATION

I hereby declare that this is my original work. I did not copy or plagiarize from the work of other students or from other sources. I further certify that no part of this report has been published or submitted for publication, except where a clear reference or recognition in the text indicates otherwise, and that no part has been written for me by another person. I affirm that I have read and comprehended the UiTM plagiarism guidelines, and that I accept that if I am found guilty, I will be penalized by the university

Signed by

Fatimah Nurain Binti Mohd Khalpiah

2019345995

Date of Submission: 10th August 2021

ABSTRACT

Industrial training is an important part of the Bachelor's degree in Information System Management at UiTM, as it prepares students for the challenges for the industry. This industrial training goal is to improve students' knowledge and skills in a certain career in their various industries while also creating knowledgeable, creative, and competent graduates. The trainee has completed industrial training for five months between March 1st and July 31st, 2021 at the *Pejabat Setiausaha Kerajaan Negeri Terengganu (PSUK)* in the *Bahagian Pembangunan Teknologi Maklumat (BPTM)* departments, where the trainee gained a plethora of knowledge and information, particularly on system development and information technology (IT). In total, there are four chapters in this industrial training report consist of introduction, organization information, special activities, and conclusions. The importance of Chapters 3 and 4 in this industrial report was emphasized since they are critical for this entire industrial training. The primary activities that were completed during the five months of practical training at BPTM will be addressed and illustrated in detail in Chapter 3. In the meantime, Chapter 4 will be covered and analyze, which will focus on the trainee's information gained during the industrial training period, lessons learned, personal opinion, and limitations and recommendations that trainee suggest to organization.

Keywords: Industrial Training, Bahagian Pembangunan Teknologi Maklumat (BPTM) information technology

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Some people have always supported me behind the scenes in my meandering journey while I complete this industrial training. I would like to express my heartfelt gratitude to both of my supervisors, Puan Marlini Binti Ahmad Tmiddin, the organisation supervisor, and Puan Izzatil Husna Binti Arshad, the university supervisor, for always instilling in me a sense of purpose and motivation, as well as for their valuable advice, opinions, recommendations, and companionship throughout my industrial training. I may not have had the strength to accomplish this project without their supervision because they have supplied a wealth of knowledge and help from the start till I was able to complete it flawlessly.

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TABLE OF CONTENTS