

**UNIVERSITI TEKNOLOGI MARA SARAWAK**



**FACULTY OF ADMINISTRATIVE SCIENCE AND POLICY  
STUDIES  
BACHELOR OF ADMINISTRATIVE SCIENCE (HONS.)**

**FIELD TRAINING AT FARM UNIT, UiTM SARAWAK,  
KOTA SAMARAHAN CAMPUS**

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# CHAPTER 1

## INTRODUCTION

This chapter will introduce the summary of the organizational background of the industrial training place chosen.

### 1.0 Introduction

This industrial report is submitted to report all the task and activities that have been done in the previous industrial practical training. The students are allowed to choose any organization as their industrial training place. The one that I had selected is Mara University of Technology, UiTM Sarawak.

In UiTM Sarawak, there are three campuses. They are UiTM Samarahan 1, UiTM Samarahan 2 and UiTM Mukah. In UiTM Sarawak there are 7 Departments exist and also more than 10 Units under the departments.. The place that I had selected is the Farm Unit, in UiTM Samarahan 1.

### 1.1 Background

Farm Unit had been established in UiTM Sarawak and started their operation by the end of year 2000, together with the existence of new programme that is Diploma in Planting Industry Management.

This unit have been developed bit by bit in assisting and facilitating the students and the lecturer with their research, field training and practical training.

## CHAPTER 2

### SCHEDULE OF PRACTICAL TRAINING

In this section, I am reporting on the task or activities that I am working on. In farm unit, I have been given 2 sections to in charge namely, the nursery and landscape and also the agriculture project.

#### 2.0 Nursery and landscape

In this section, the task that have to be carried out is the maintenance of the plants in the nursery including provide potted plants for event decoration. Besides this section also involve with field training for the DPIM students. Below is a plan for the nursery maintenance in 2014.

**NURSERY MAINTENANCE PLAN FOR 2014**

Bil	Aktiviti	January				February				March				April				Mag				June				July				August				September				October				November				December			
		W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4				
1	Watering	[Shaded]																																															
2	Weed control	[Shaded]																																															
	a) Sprag	[Shaded]																																															
	b) Manual	[Shaded]																																															
3	Pest and disease control	[Shaded]																																															
	a) Fungicide	[Shaded]																																															
	b) Pesticide	[Shaded]																																															
	c) Snail/pellet	[Shaded]																																															
4	Fertilization	[Shaded]																																															
	a) Foliar fertilizer	[Shaded]																																															
	b) Green NPK	[Shaded]																																															
	c) Blue NPK	[Shaded]																																															
	d) Yellow NPK	[Shaded]																																															
	e) Organic fertilizer	[Shaded]																																															
5	Pruning	[Shaded]																																															
6	Clearing / cleaning	[Shaded]																																															
7	Plant decoration for official event	[Shaded]																																															
8	Building potted plant replacement	[Shaded]																																															
9	Planting	[Shaded]																																															
10	Potting	[Shaded]																																															
12	Polybag fillings	[Shaded]																																															
13	Others	[Shaded]																																															

## CHAPTER 3

### ANALYSIS

#### 3.0 Introduction

This part will be the analysis of training specifically focuses on one area of task as covered in the Practical Training Handbook.

In this chapter I will also touch on the definition of concept, demonstration of practical and theoretical aspects as how student relates all concepts learned in classroom at work place; and how student transforms knowledge gained at workplace to reinforce understanding on the concepts learned in classroom.

And finally, will also be included in this chapter is the reflection of student's personal experience during the training.

#### 3.1 Focus area of task

This first part will be the analysis of training specifically focuses on one area of task as mentioned earlier on in Chapter 2. Previously, I have listed on the task that I have been working on in Farm Unit and one of it is on part 2.2 which is field training.

I have selected this area to be focus on since that, when we flashed back from the first chapter, Farm Unit is exist because of the existence of the programme of Diploma in Planting Industry Management. Farm unit is responsible in assisting and facilitating the students and the lecturer with their research, field training and practical training