PRACTICAL TRAINING REPORT

IN

JABATAN BENDAHARI BANGUNAN CANCELORI

UNIVERSITI SAINS MALAYSIA

11800 USM, PULAU PINANG

BY

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REPORT

THAT WILL BE PRESENTED TO

FACULTY OF INFORMATION TECHNOLOGY AND QUANTITATIVE SCIENCE

MARA UNIVERSITY OF TECHNOLOGY

AS TO FULFILL SOME OF THE CONDITION

TO OBTAIN

DIPLOMA IN COMPUTER SCIENCE

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ACKNOWLEDGEMENT

Thanks to Allah for giving us an opportunity to complete our practical training in a given time at Jabatan Bendahari USM, Penang .

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1.0 INTRODUCTION

1.1 PRACTICAL TRAINING BACKGROUND

The Faculty of Information Technology and Quantitative Science, MARA University of Technology has made it compulsory for each of their final semester students to carry out practical training at any organization set by the faculty or by the student's own preferences. Each practical trainee will undergo 4 months or 16-week-training scheme at the selected organization before going back to UiTM to present their work.

1.2 PRACTICAL TRAINING OBJECTIVE

The objectives of the practical training module is to expose all the students of Diploma in Computer Science on how to practically implement all the theories they have learned in the class and enhance their ability to use their skills. The objectives of the practical training are stated below:

- To expose the students on how to solve the problems that will occur in Data Processing Department.
- To train the students to familiarize students with the working environment and how to communicate with their colleagues.

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