



INDUSTRIAL TRAINING REPORT

AZIATEX GLOBAL SDN.BHD

1 March - 15 August 2023

SYED MUHAMMAD ROHAIZAT BIN SYED MOHD APINDI 2020862452

BA240

EXECUTIVE SUMMARY

In essence, my involvement in industrial training is a process to gain a good experience for me to face the real world of work in the future. I've been conducting industrial training for 6 months which is 24 weeks in this 6th semester. I started my training in the business industry, Aziatex Global Sdn.Bhd located in Kuantan, Pahang. As a Bachelor of Marketing (BA240) student, I was assigned by my Faculty of Business And Management to complete my internship journey from 1 March 2023 to 15 August 2023. Throughout my industrial training, I was assigned to the Marketing Department which is a place for me to perform my duties as an internship student under the auspices and advice of my Supervisor, Azeem Safwan Bin Rosdi.

In this report, I will clarify everything I have gained as well as the scope of my work throughout my industrial training at this company. Related matters are my student's profile and also company's profile which includes name, location, company history, mission, vision, objective, organizational structure and also services provided. I will explain my training reflection in terms of daily employee duration, my department, my assignments, as well as the internal and external benefits I get.

Moreover, I will discuss the SWOT analysis which is the main point and the main purpose of this report is made. Essentianlly, I have found that this organization has strengths, weaknesses, opportunities and even threats. Finally, i will provide conclusion, references, appendices, and supporting details for the last part in the report.

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ACKNOWLEDGEMENT

I am pleased to present this formal report on my internship experience. I would like to express my sincere gratitude to all those who have supported and guided me throughout this journey.

I would like to extend my heartfelt thanks to my internship supervisor, Muhammad Azeem Safwan Bin Rosdi for providing me with invaluable guidance and constructive feedback. Your expertise and mentorship have been instrumental in shaping my professional growth and preparing me for future opportunities.

I would also like to acknowledge the marketing team for their warm welcome and the opportunity to learn from seasoned professionals. I am grateful for the time and resources invested in my training, and I will always cherish the valuable lessons I have learned from the team.

My gratitude also goes to my colleagues and peers for their assistance, support, and comradery. Working alongside such talented and motivated individuals has been a humbling experience, and I am grateful for the friendships and connections I have made.

Lastly, I would like to thank my family and friends for their unwavering support and encouragement. Their belief in me has been a constant source of motivation and inspiration, and I am grateful for their presence in my life.

In conclusion, I am honored to have had the opportunity to undertake this internship, and I look forward to applying the skills and knowledge gained in future endeavors.

STUDENT'S PROFILE



EDUCATION

 UiTM Kampus Bandaraya Melaka **Bachelor In Business Administration** (Hons.) Marketing

Be Completed 2023

- SMK (LKTP) CHINI STPM In Economy And Geography Completed in 2019
- SMK Chini 02 SPM In Pure Science Completed in 2017

CONTACT

ACHIEVEMENTS

• 2021-2022 President of Marketing Student Association Awards

TOP SKILLS

- Hard Skills
- Microsoft Word- (Basic)
- Power Point-(Basic) Ms Excel -(Basic)

- English Language- (Basic) Video Editor- (Advance)
- Soft Skills
- **Decision Making**
- Teamwork

REFERENCE

MUHAMMAD FAIRUZ BIN JAMIL (MR.) Lecturer UiTM Bandaraya Melaka

SYED MUHAMMAD **ROHAIZAT SYED MOHD** APINDI

Business Management Administration

I am currently a student of Business Management Administration Hons. (Marketing) from UiTM Bandaraya Melaka. I'm a person with self-involvement in various programs, especially a program that relates to my studies years which gives me the opportunity for me to be someone with good interpersonal skills. I also have natural independence that pushes me to be someone eager to gain some experience in new things.

WORK EXPERIENCE

Pusat Tenun Pahang DiRaja Felda | Sales Promoter

- · Delivering presentations and demonstrations of products to customers
- Engaging in meaningful interactions and building good relationships with customers
- Submitting reports in every daily target
- · Setting up attractive product displays and promotional booths

PROFESSIONAL EXPERIENCE

President of Marketing Student Association in UiTM Kampus Bandaraya Melaka

- Manage the whole organization to achieve purpose and goals
- Observed management performance and identified solutions for improvement
- Students Destiny Week Leader in UiTM Kampus Bandaraya Melaka | Logistic Bureau
 - · Successful in managing all the equipment needed in the organization.
 - · Managing the safety of 630 students with a teamwork
 - Provide ideas for improvement and solve problems with group cooperation
- Student Consultant for MARCOM Community Project (MACOMP) I 2020-2021
 - · consulting Marketing Strategies for Ittihad Trading and Resources SDN BHD
- Virtual-Melaka International Intellectual Exhibition (V-MIIEx) | 2022
 - Prepare business plan report for Innovation for new innovative products for Z Future Tech



COMPANY'S PROFILE

ADRESSED

No.1 A 103, Jalan IM 9/4, Mahkota Valley Office, Bandar Indera Mahkota, 25200 Kuantan, Pahang



OFFICE HOUR

9:00A.M. - 6:00P.M. WORK

> (1:00P.M. - 2:00P.M.) LUNCH BREAK

MONDAY-FRIDAY



To help people and clients with their challenges, to achieve success in their businesses.



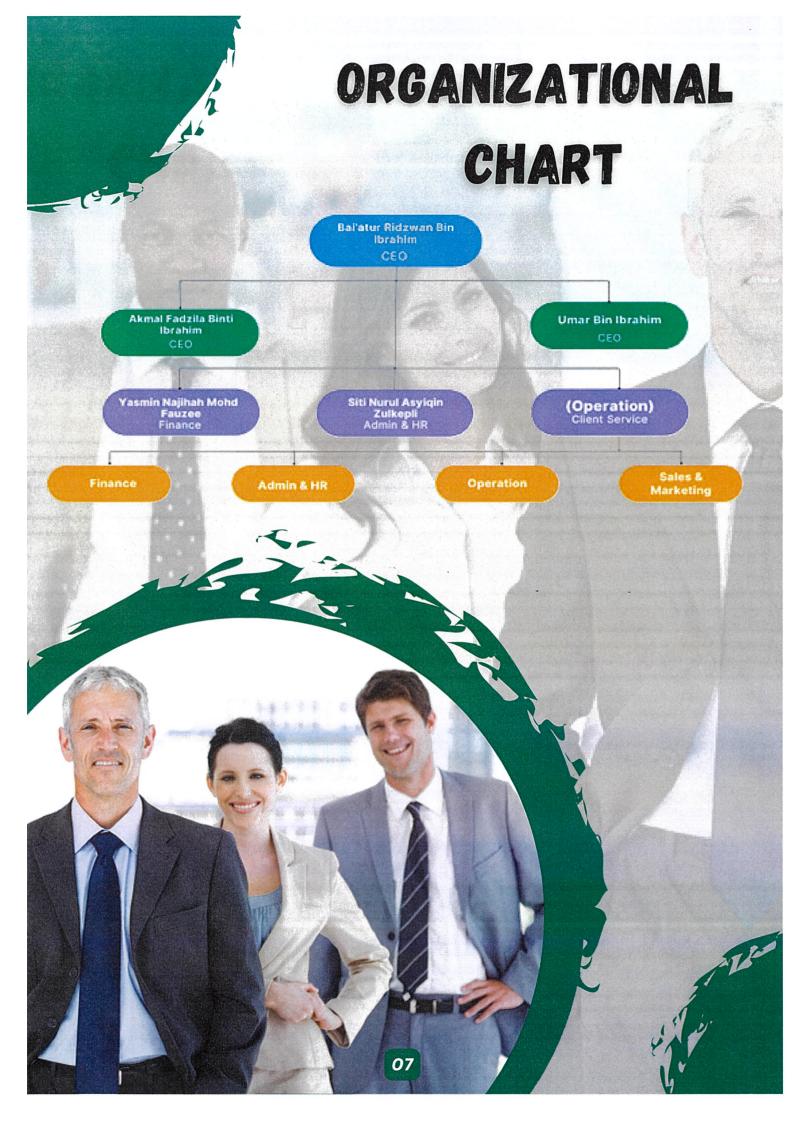
"No matter where you are in your life, we are committed to help you be a better you"





We believe when we can do something to make progress in our business, we can always move ourselves toward greater success, together.





BACKGROUND ESTABLISHMENT



Established in Cheras, Kuala Lumpur in 2018 with commercial registration with the Companies Commission of Malaysia (SSM).

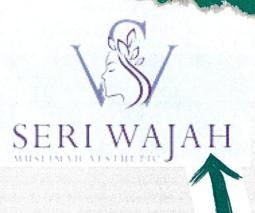
> AG started business in Kuantan, Pahang, and within 4 years the company now.

Now manages fourteen (14)
Spa and beauty salon branches throughout West Malaysia and growing.

Company success is due to its commitment to providing expected marketing quality services and its focus on customer satisfaction.

Success to promote Spa until it becomes a trusted name in the spa and beauty industry and is committed to providing its customers with the best possible experience.

COMPANY'S CLIENTS













SERVICE OFFERED

SOCIAL MEDIA MANAGEMENT

- SOCIAL NETWORKING AND MEDIA WORK
- MICROBLOGGING AND EDITORIAL CONTENTS
- PHOTO POSTING AND LIVE VIDEO
- QUICK RESPONSE AND UP TO DATE CONTENT

ADVERTISING

- POSTINGS ON SOCIAL MEDIA
- PRODUCT AWARENESS

SERVICE OFFERED

LEAD GENERATION

- LEADS IMPROVE CLIENT BASED AND IMPRESSIONS.
- TARGET AUDIENCE
 ANALYSIS

CUTOMER ENGAGEMENT

- LEADS IMPROVE CLIENT BASED AND IMPRESSIONS.
- TARGET AUDIENCE ANALYSIS

WEBSITE MANAGEMENT

- MUST HAVE ONLINE
 DIGITAL PLATFORM TO
 MOVE FORWARD.
 SEARCH ENGINE
- OPTIMIZATION (SEQ)
- WEBSITE MAINTENANCE AND STRUCTURE BUILDING

CAMPAIGN ANALYSIS

- ANALYZE DATA AND REPORTS.
- CUSTOMERS FOLLOW UP.

TRAINING'S REFLECTION

DURATION

INTERNSHIP PERIOD

1st MARCH 2023





15th AUGUST 2023

WORKING DAY

MONDAY





FRIDAY

WORKING HOURS

9:00 A.M.



6:00P.M.



TRAINING REFLECTION

Specific Department



Manage every communication with all clients directly.

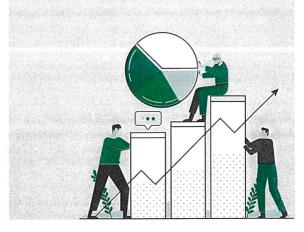


The main functions of Marketing Department responsible in handling drving sales.

Manage advertisement for all client using social media

Responsible to manage all marketing content and planning strategy for every clients





TRAINING REFLECTION



ROLES & RESPONSIBILITIES

MAKE A COPYWRITING FOR POSTING

SOCIAL MEDIA
MANAGEMENT

POSTING
ADVERTISEMENT
IN SOCIAL MEDIA

2 CUSTOMER
SERVICE

ADVERTISOR

MANAGE DATA OF FACEBOOK ADS



COLLECTING AND SORTING
DATA OF CUSTOMERS
INFORMATION



4

EDITING CONTENT
VIDEOS

MARKETING VIDEO
EDITOR

SOCIAL MEDIA MANAGEMENT

At the beginning of my internship, I was chosen by my supervisor to take a position as Social Media Management. In this position, I was given the task of creating copywriting for each advertisement. The copywriting is divided into three parts namely Customer Target, Community Audience and Business Target.

Then, I also need to hold the facebook account that has been bought by this company, which is the advertising group of the traders and also marketing. In the group, I have to post every advertising information either in the form of posters and also videos along with copywriting that I have made.

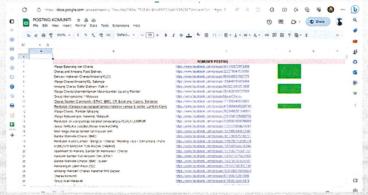


Figure 1: Group Community For Posting





Then, I was assigned to hold a temporary position that is customer service. In this position, I was assigned to compile customer's information from one of the clients of this company, which is Seri Wajah Muslimah Aesthetic. My task is to organize the purchase information of customers' treatment packages using Excel. This information will be included in the data to calculate profit and also collect information about customers' needs.





Figure 2 : Customer's Database

I used social media platforms such as Facebook, Instagram, TikTok and Google for publishing advertisement according to events, promotions and contents. This responsibility must always go through and work together with marketing team to ensure every ads associated with all strategy that has been discuss in this company. I am also assigned to hold and manage the Facebook Ads Manager to ensure that the cost per result of each advertisement does not exceed the cost per budget that has been released for each campaign advertisement

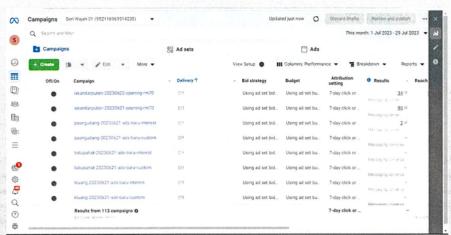




Figure 2: Facebook Ads Manager



After that, I have to fill a vacant position which is Video Editor. I offer myself to hold this position as a video editor because I have interests and skills. I have produced some video content to be uploaded on social media.



Figure 3 : Content Video On Social Media



BENEFITS & GAINS

Allowance

- RM 500/ MONTH
- RM150/MEAL (INCLUDED)
- RM100/ATTENDANCE (INCLUDED)





KNOWLEDGE & SKILL

- Planning Skill
- Method of Digital Marketing
- Ask Question
- Personal Development
- Video Editing Skills

SWOT ANALYSIS

STRENGTHS

WEAKNESSES

- FLEXIBLE COMMUNICATION
- STRONG DIGITAL MARKETING
 - TRAINING MARKETING STRATEGY
 - ESTABLISH A
 GOOD
 COMPANY'S
 IDENTITY

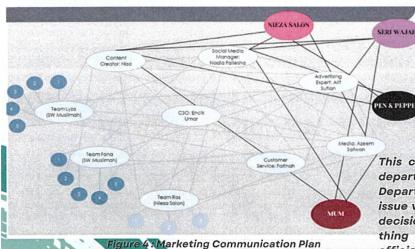


- UNDERSTAFFING
- POOR ELECTRONIC DEVICE
- POLICIES IN SOCIAL MEDIA
- CHANGING AND DIFFERENT CLIENT'S PREFERENCE

OPPORTUNITIES

THREATS

DISCUSSION & RECOMMENDATIONS



STRENGTHS

Flexible Communication

This company has a flexible communication with these two department which are Sales Department and Marketing Department. This is because many of Consultant Company have issue with communication in process of strategic planning and decision making. So, Communication is the most important thing to make sure that process of decision making more efficiently such as these departments can always go through with understanding also can give and take any of an opinions from each other and solve the problems together. So, this plan show how these two departments have flexible communication.

Recommendation

Companies need to take the initiative to maintain this by fostering good relationships between employees. One way to do this is to give employees awards for their work. According to an article by Mahmood (2018), giving praise is an essential part of developing good work relationships. The most important thing is that the award is something that the employee will appreciate and that will help to motivate them to continue doing their best work.

Strong Marketing Content

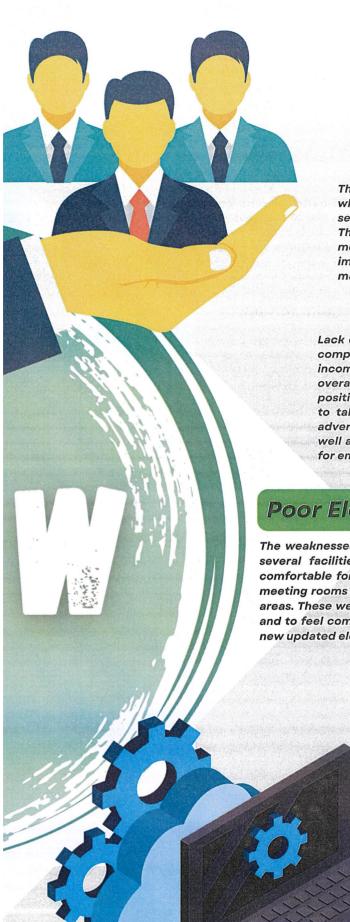
This company has strong Digital Marketing which can help their client's business to build brand awareness and establish trust with their audience. Especially the content creator that has done a good work for creating many creative content for their clients. For example, This company's client such as Seri Wajah, Marketing Team used their knowledge of digital marketing to create high-quality content that interested by target market. This is the example, the contents of Seri Wajah in their social media that manage by this company.





Recommendation

The digital marketing used is also very good. It is necessary to increase the existing skills in terms of advertising for spread their content in one time and fast. According to Malar (2016), new technologies are changing rapidly, so companies need to invest in digital tools and find the way to keep up with changes, making it essential to measure return on investment. So, the marketing Team has to improve themselves in line with new technologies in digital tools and be ready to face the new challenge. For example, there are new technologies that we call Al which refers to the simulation of human intelligence by machines that we can use to assist the advertiser to advertise many ads at one time on every social media by following the time that we set.



WEAKNESSES

Understaffing

The other weakness that I saw in this company during my internship which is understaffing. This is because there several position and service are unfilled. So, this has become a big issue in this company. The other staff had to cover these unfilled position so they need to do more work apart from their actual position. This will give a negative impact in this company's management such as smoothness in management becomes limited and slow.

Recommendation

Lack of manpower in an organization can have a negative impact on the company's overall performance. According to Stephen (2019), "An incompetent and inadequate functioning of human resources reflects the overall state of affairs of an organization and its possible uncompetitive position in the marketplace. To overcome this problem, companies need to take steps to attract and retain qualified employees. This includes advertising recruitment more specifically to attract the unemployed, as well as providing clear and detailed job descriptions and special training for employees to help them manage stress.

Poor Electronic Devices

The weaknesses that I saw in this company during my internship were the lack of several facilities that would have made the workplace more convenient and comfortable for employees. For example, the laptops were outdated and slow, the meeting rooms were too small for large groups, and there were no dedicated break areas. These weaknesses made it difficult for employees to do their jobs effectively and to feel comfortable in the workplace. I recommend that the company invest in new updated electronic devices.

Recommendation

Electronic Devices and equipment are essential for every marketing office to function effectively. According to Ashley (2020), office equipment plays an important role in operations and offers numerous benefits to staff and the company. This is especially true in digital marketing, where the latest tools and technologies can help businesses to be more productive and efficient. Marketing companies need to invest in the right devices and equipment. This includes everything from computers and software to printers and scanners. It also includes providing a comfortable and well-equipped workspace.



OPPORTUNITIES



Figure 5: Human Resource Seminar

TRAINING MARKETING STRATEGY

Aziatex Global Company offers a variety of opportunities for employees and interns to improve their knowledge about marketing. These opportunities include training classes, mentorship programs, conferences and workshops, and self-study. The company believes that training is essential for success in marketing, and they are committed to helping their employees and interns become experts in the field.



Figure 6: Campaign Strategy Meeting

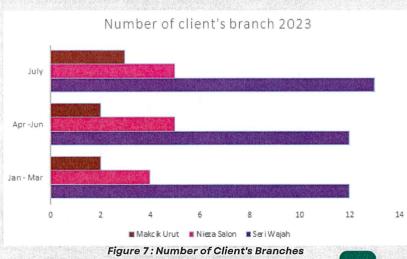
Recommendation

In addition to the opportunities that companies provide for their employees, they also need to invest in professional development. This is because professional development can help employees to deepen their skills and knowledge, which can make them more valuable to the company. According to Meyer (2023), professional development can help employees to become more adaptable and ready to contribute to the company in new ways. So, when employees are able to develop their skills and knowledge, they are more likely to be productive and satisfied with their jobs. This is because they are able to do their jobs more effectively and they feel more challenged and engaged in their work.

ESTABLISH A GOOD COMPANY IDENTITY

The other opportunity that this company has observed is the growth of demand in digital marketing. Since January 2023, the client's business has expanded significantly. They have successfully opened new branches in the country, and they are planning to open even more in the coming months. This has created an opportunity for AG Company to grow their digital marketing services and help the client reach a wider audience.

This chart show the number of client's branches in 2023 since January until July. So, we can see every client has successfully opened one branches in 7 month in this year. So, benefits for this company from this client's business is more branches that clients open so more profit will this consultant company get based on demand in digital marketing.



So, this point shows that it will be the good opportunity for the Aziatex Company to establish a good company identity which is the company will become one of the trusted business consultants by other businesses and companies.



Different Policies in Every Social Media

Social Media like Instagram, Tiktok and Facebook used by this company has their own policies but this social media industries going to improve their policies day by day for their own good. This is because this social media industries have studied about the issue which is the users used other social media to promote another social media purposely To solve this problem, the social media like Tiktok has enforce their policy to prevent the users promote the other social media for their own good. This is the threat challenge for Marketing Team to market their client's product or content in social media widely in no time.

Recommendation

Since, there are a new policies that prevent the business to promote their market channels in one time. So, marketing team need to recommend use another option of marketing in different way in used of digital marketing such as Search Engine Optimization (SEO) that affect a web page or website's visibility in search results from different customers. According to Stupu & Burghelea (2015), highly ranked pages have a greater chance of being visited by clients as compared by lowly ranked pages at the bottom of the search result. So, this is another method that can be use by Marketing Team.

Changing and Different Client Preferences

The other threat is when clients and the marketing team have different preferences. This problem usually happened in this company. This can be due to a number of factors, such as changes in the industry, new trends, or simply the client's own personal preferences. It is important for the marketing team to be aware of these changes and to adjust their content accordingly. This can be done by regularly monitoring social media trends, conducting surveys, and talking to clients directly.

Recommendation

By staying up-to-date on client preferences, the marketing team can ensure that their content is relevant and engaging. This can help to improve the company's brand reputation and drive sales. It is important to be respectful of client preferences, even if they differ from the marketing team's own ideas. According to Albreco (2020), marketers need to innovate digital marketing strategies so as to create brand loyalty and maintain real relationships with their clients. The marketing team should be willing to experiment with different types of content to see what resonates with clients. The marketing team should also be transparent with clients about their content strategy and how they are using data to make decisions.





CONCLUSION

In conclusion, my internship experience at this company from March 1st to August 15th, 2023, has been an invaluable learning opportunity. I have gained a wealth of knowledge about the business world, and I have met and gotten to know many successful founders and business owners. This experience has made me more mature and has helped me to develop my problem-solving skills. I am now better equipped to make sound decisions and face challenges in the future.

I realized that the environment of the workplace and also the place of study are very different in terms of the various personalities of each person and also the way of communication. Because of that, I need to prepare and strengthen myself mentally and physically to face the various challenges that need to be overcome throughout the work in the future.

I am grateful for the opportunity to have interned at this company, and I am excited to use the knowledge and skills that I have learned in my future endeavors. I am confident that I will be a successful businessperson in the future.



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APPENDICES

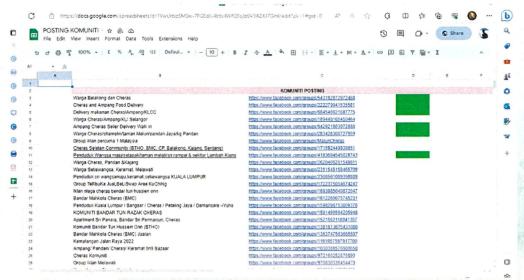


Figure 1: Group Community For Posting



Figure 2: Customer's Database

APPENDICES



Figure 3 : Content Video On Social Media

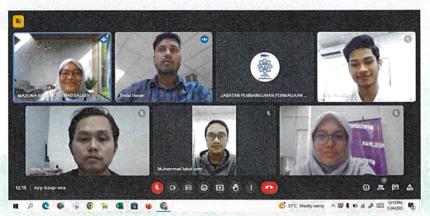


Figure 5: Human Resource Seminar



Figure 6: Campaign Strategy Meeting

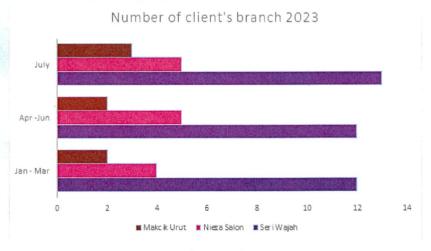


Figure 7: Number of Client's Branches