

Universiti Tunku Abdul Rahman			
Form Title : Industrial Training Plan			
Form Number : FM-FES-ITC-004	Rev No: 4	Effective Date: 28/08/2019	Page No: 1 of 2



Universiti Tunku Abdul Rahman
Lee Kong Chian Faculty of Engineering and Science

Industrial Training Plan

(Fill up by student)

Student Name : Tan Bang Kee Student ID: 12345678

Programme : BSc (Hons) Applied Mathematics with Computing

Training Period : 1st Oct 2019 – 31st Dec 2019

Company Name : Singa Programming Sdn Berhad

Industrial supervisor Name : Charles Xavier Position: Head of Department

Supervisor Email : Charles_X@xyz.com Contact no.: 012-3456789

Allowance (if any) : RM1200

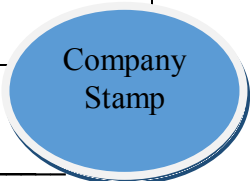
Instructions:

1. Within first week of industrial training, student fills up the column “Job Scope/Activity” after discussing with industrial supervisor. The scanned copy of this form (with signatures and company stamp) needs to be uploaded to the system via <https://forms.gle/yBWtU5jNJT6WELQL8>.
2. The IT plan shall be checked and returned to Faculty via visiting lecturer during the IT visitation.

Please list the Job Scope/Activity of your internship to fulfil the Course Outcomes (COs) below: (refer the IT Plan examples in <http://fes.utar.edu.my/current-students/itp/student/during/>)

Job Scope/Activity
<p>CO1. Apply knowledge of QS/mathematic/science/engineering fundamentals</p> <p>Topics of knowledge/ title of project/work:</p> <ul style="list-style-type: none"> - To apply fundamental knowledge in mathematics and statistic in any kind of analysis work - Involve in big data analytic - Involve in system analysis, user experience design, development, troubleshooting and maintenance - To contribute to the improving of the software and system
<p>CO2. Apply technical skills and modern tools in work place/engineering practice</p> <p>Type of technical skills/ Name of modern tools/software:</p> <ul style="list-style-type: none"> - To apply technical skill in calculation work (such as pricing, modelling, risk-managing and etc.) - To apply software or modern tools such as Microsoft Excel, Numbers, R programming, Python, C++, Microsoft Visual Basic, Java, Microsoft SQL, Prophet, Adobe Dreamweaver CC and etc.
<p>CO3. Comply with the rules and guidelines relevant to professional/professional engineering practice</p> <p>References/rules/guidelines:</p> <ul style="list-style-type: none"> - Able to comply with company rules a& regulations

<p>CO4. Follow code of ethics and standards of professional conduct</p> <p>References/code/standard: eg: IEEE code of ethics, engineering code of ethics</p> <ul style="list-style-type: none"> - To comply with Code of Conduct for Malaysia Wholesale Financial Markets - To comply with Code of Conduct issued by Bank Negara, Securities Commission - To comply with the Personal Data Protection (PDP) Act 2010
<p>CO5. Demonstrate written and oral communication skills</p> <p>List out activity related to written or oral skills: eg: prepare report/documentation, do presentation to...</p> <ul style="list-style-type: none"> - To report to supervisor on any project related information - To assist company with paper works and document submissions - Display ability to communicate among colleagues and work as a team - Involve in meetings
<p>CO6. Demonstrate the ability to work independently and as part of a team</p> <p>List out the project/work/activity that required to act as a member or leader:</p> <ul style="list-style-type: none"> - Able to work well with minimum supervision - Able to work well with all the team members in the department - Able to complete the assignment within the deadline
<p>CO7. Demonstrate life-long learning and self-improvement</p> <p>List out training that will be attended/skills will be learned/activity for improvement:</p> <ul style="list-style-type: none"> - Initiative to understand project's background - To offer help to colleagues - Demonstrate initiative to improve work quality - Willingness to attend training/workshop/related seminar.



Prepared by:
 _____ TSL _____

Teh Siang Lee
 Student's Name & Signature

Date: 4th Oct 2019

Check and verify by:
 _____ X _____

Charles Xavier
 Industrial Supervisor's Name,
 Signature & Company Stamp

Date: 5th Oct 2019

(Fill up by visitation lecturer during the IT visitation)

Check and sign by: *Optional: Suggestions on unfulfilled course outcomes in IT Plan.*

<p>_____</p> <p>Visiting Lecturer's Name & Signature</p> <p>Date: _____</p>	<p><i>(Ignore this section if all are fulfilled)</i></p>
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***Remark: Visiting lecture shall collect the IT Plan during the visit and pass it to IT coordinator after the visit.**