



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

Industrial Training Plan

(Fill up by student)

Student Name : _____ Student ID: _____

Programme : _____ Software Engineering _____

Training Period : _____

Company Name : _____

Industry supervisor Name: _____ Position: _____

Supervisor Email : _____ Contact no.: _____

Allowance (if any) : _____

Instructions:

1. Within first week of industrial training, student fills up the column "Job Scope/Activity" after discussing with industry 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 software engineering fundamentals</p> <p>Topics of knowledge/ title of project/work:</p> <ul style="list-style-type: none"> - analysing of user needs and designing, - constructing, and - testing software products.
<p>CO2. Apply technical skills and modern tools in work place</p> <p>Type of technical skills/ Name of modern tools/software:</p> <ul style="list-style-type: none"> - C# - Python - Visual Studios
<p>CO3. Comply with the rules and guidelines relevant to professional practice</p> <p>References/rules/guidelines:</p> <ul style="list-style-type: none"> - ISO/IEC 90003:2014 - Guidelines for the application of ISO 9001:2008 to computer software - IEEE 29119 - an internationally-agreed set of standards for software testing

CO4. Follow code of ethics and standards of professional conduct
References/code/standard: eg: IEEE code of ethics, engineering code of ethics <ul style="list-style-type: none"> - IEEE CS code of ethics and professional practice - IEEE ACM code of ethics and professional practice
CO5. Demonstrate written and oral communication skills
List out activity related to written or oral skills: eg: prepare report/documentation, do presentation to... <ul style="list-style-type: none"> - Prepare user manual - Demonstrate to end users how to use the software products - To conduct usability test
CO6. Demonstrate the ability to work independently and as part of a team
List out the project/work/activity that required to act as a member or leader: <ul style="list-style-type: none"> - Assist project leader in gathering user requirements. - Lead a small team to provide software support to customers.
CO7. Demonstrate life-long learning and self-improvement
List out training that will be attended/skills will be learned/activity for improvement: <ul style="list-style-type: none"> i. Always take initiative to ask questions on-site and off-site meetings; ii. Always take initiative to learn new things, such as software, designs, etc., in the working place; iii. Always take initiative to communicate with seniors and discuss the job problems with them

Prepared by: _____

Check and verify by: _____

Student's Name & Signature

Industry Supervisor's Name,
Signature & Company Stamp

Date: _____

Date: _____

(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>
---	--

***Remark: Visiting lecture shall collect the IT Plan during the visit and pass it to IT coordinator after the visit.**