



BUKU LOG: **LATIHAN INDUSTRI**

FAKULTI SAINS &
TEKNOLOGI MAKANAN

BUKU LOG LATIHAN INDUSTRI

Industrial Training Log Book

MAKLUMAT PELAJAR YANG MENJALANI LATIHAN INDUSTRI

INFORMATION OF STUDENT UNDERGOING INDUSTRIAL TRAINING

Nama Pelajar <i>Student Name</i>	
No. Matrik <i>Matric Number</i>	
Program Pengajian <i>Programme</i>	
Semester dan Sesi <i>Semester and Session</i>	
No. Telefon Pelajar <i>Student Telephone Number</i>	
Nama Industri/Agensi <i>Industry/Agency</i>	
Alamat Industri/Agensi (Telefon) <i>Address of Industry/Agency (Telephone)</i>	
Nama Penyelia Industri <i>Industry Supervisor Name</i>	
Tarikh Mula dan Tempoh Latihan <i>Starting Date and Duration of Training</i>	

Panduan Catatan Harian dan Mingguan Latihan Industri

- Catatan harian dan mingguan wajib ditulis mengikut format yang dilampirkan di dalam buku log ini.
- Buku log ini hendaklah diserahkan setiap hujung minggu kepada penyelia industri untuk pengesahan.
- Buku log hendaklah dihantar bersama laporan latihan industri kepada penyelaras latihan industri program dalam tempoh seminggu selepas tamat tempoh latihan industri.
- Semua dokumen berkaitan seperti sijil cuti sakit, surat kebenaran meninggalkan premis dan lain-lain hendaklah disertakan dalam buku log ini.

Guidelines for Daily and Weekly Industrial Training Notes

- *Daily and weekly notes must be written according to the format attached in this log book.*
- *This log book must be submitted at the end of the week to the industry supervisor for endorsement.*
- *This log book should be submitted together with the industrial training report to the industrial training coordinator for each program within one (1) week after the end of the industrial training.*
- *All related documents such as medical certificate, letter of approval for leaving the premise etc. should be attached in this log book.*

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REFLEKSI (<i>Reflection</i>)		

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(Impact And Effect On Student)

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Tarikh:

(Date)

CATATAN HARIAN (*DAILY NOTES*)

TARIKH (<i>Date</i>)		MINGGU (<i>Week</i>)
AKTIVITI/TUGAS (<i>Activity/ Assignment</i>)		
Masa (<i>Time</i>)	Aktiviti (<i>Activity</i>)	
REFLEKSI (<i>Reflection</i>)		

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Aktiviti Mingguan Yang Dijalankan (Secara Ringkas)

Weekly Activity Carried Out (Briefly)

Pengetahuan/ Kemahiran Yang Diperoleh (Sepanjang Minggu)

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Minggu ke (*Week Number*):

UNTUK DIISI OLEH PELAJAR (*TO BE FILLED IN BY STUDENT*)

Aktiviti Mingguan Yang Dijalankan (Secara Ringkas)

Weekly Activity Carried Out (Briefly)

Pengetahuan/ Kemahiran Yang Diperoleh (Sepanjang Minggu)

Knowledge/Skills Acquired (Throughout The Week)

Impak Dan Kesan Kepada Pelajar

(Impact And Effect On Student)

UNTUK DIISI OLEH PENYELIA INDUSTRI (*TO BE FILLED IN BY INDUSTRY SUPERVISOR*)

Komen/ Cadangan (*Comment/Suggestion*):

Tandatangan Dan Cop:

(Signature And Stamp)

Tarikh:

(Date)

CATATAN HARIAN (*DAILY NOTES*)

TARIKH (<i>Date</i>)		MINGGU (<i>Week</i>)
AKTIVITI/TUGAS (<i>Activity/ Assignment</i>)		
Masa (<i>Time</i>)	Aktiviti (<i>Activity</i>)	
REFLEKSI (<i>Reflection</i>)		

CATATAN HARIAN (*DAILY NOTES*)

TARIKH (<i>Date</i>)		MINGGU (<i>Week</i>)
AKTIVITI/TUGAS (<i>Activity/ Assignment</i>)		
Masa (<i>Time</i>)	Aktiviti (<i>Activity</i>)	
REFLEKSI (<i>Reflection</i>)		

CATATAN HARIAN (*DAILY NOTES*)

TARIKH (<i>Date</i>)		MINGGU (<i>Week</i>)
AKTIVITI/TUGAS (<i>Activity/ Assignment</i>)		
Masa (<i>Time</i>)	Aktiviti (<i>Activity</i>)	
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CATATAN HARIAN (*DAILY NOTES*)

TARIKH (<i>Date</i>)		MINGGU (<i>Week</i>)
AKTIVITI/TUGAS (<i>Activity/ Assignment</i>)		
Masa (<i>Time</i>)	Aktiviti (<i>Activity</i>)	
REFLEKSI (<i>Reflection</i>)		

CATATAN HARIAN (*DAILY NOTES*)

TARIKH (<i>Date</i>)		MINGGU (<i>Week</i>)
AKTIVITI/TUGAS (<i>Activity/ Assignment</i>)		
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Knowledge/Skills Acquired (Throughout The Week)

Impak Dan Kesan Kepada Pelajar

(Impact And Effect On Student)

UNTUK DIISI OLEH PENYELIA INDUSTRI (*TO BE FILLED IN BY INDUSTRY SUPERVISOR*)

Komen/ Cadangan (*Comment/Suggestion*):

Tandatangan Dan Cop:

(Signature And Stamp)

Tarikh:

(Date)

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