INDUSTRIAL ATTACHMENT REPORT

TAKORADI TECHNICAL UNIVERSITY

FACULTY OF APPLIED SCIENCE



REPORT ON SURPERVISED

INDUSTRIAL ATTACHMENT AT GHANA PORT AND HARBOUR AUTHORITY

PRESENTED BY:

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INDEX NUMBER: BC/ICT/20/092

DEPARTMENT: COMPUTER SCIENCE

DATE: 15TH AUGUST, 2022

TO

30TH SEPTEMBER, 2022

**DECLARATION**

I solemnly affirm that this report, documenting my industrial attachment at the Ghana Ports and Harbours Authority (GPHA), is an authentic representation of my experiences and insights gained during the specified period. Except for the references duly acknowledged within the confines of academic integrity, the contents of this report are entirely my own work. It is with the utmost sincerity that I present this document to the esteemed Takoradi Technical University, specifically to the Faculty of Applied Sciences, Computer Science Department.

**ACKNOWLEDGMENT**

In the pursuit of knowledge and professional development, I extend my deepest appreciation to the Almighty God for His unwavering love, boundless kindness, enduring mercies, and the inspiration that guided me throughout this transformative journey. I wish to express profound gratitude to Takoradi Technical University for providing the platform for this invaluable experience. Additionally, my heartfelt thanks go to Mr. Mark Osei Owusu, my dedicated supervisor from the Management Information Systems (MIS) Department, for his unwavering support, guidance, and mentorship during the attachment period. His commitment significantly contributed to the success of this endeavor.

**PREFACE**

Industrial attachment serves as a bridge between theoretical learning and real-world application. This report serves as a comprehensive repository of my observations, challenges, triumphs, and the wealth of knowledge gained during my attachment at GPHA. It is a testament to the practical understanding that I have acquired in the realm of Computer Science. The narrative within these pages encapsulates not only the activities undertaken at GPHA but also the personal growth, professional development, and contributions made during this significant chapter of my academic journey.

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**CHAPTER ONE**

**INTRODUCTION**

Industrial attachment stands as a pivotal requirement in the pursuit of a BACHELOR OF TECHNOLOGY (B-TECH) degree, mandated by the national accreditation board. It serves as a bridge between academic theory and practical application, aiming to impart not only managerial and hands-on knowledge but also the essential skills of problem-solving.

**OBJECTIVES OF THE INDUSTRIAL ATTACHMENT**

The integration of industrial attachment into the curriculum of technical universities is driven by the desire to enlighten students about the intricacies of real-world environments. As B-TECH students, our attachment experiences are designed to provide valuable insights that will, in turn, enable us to make meaningful contributions to diverse organizations upon completion of our studies.

This attachment in one way or the other crates an opportunity if the participant put up best behavior and effort during the period of his /her stay in the organization which could be recommended for their service after his/her four (4) year course.

It is for this reason why I undertook an attachment at GHANA PORT AND HARBOUR AUTHORITY from 15th august, 2022 to 30th September, 2022.

**BENEFITS TO STUDENT**

Beyond the academic realm, industrial attachment enriches students with practical knowledge, fostering the development of crucial interpersonal skills. My interaction with supervisors and the broader staff at GPHA has significantly bolstered my confidence in communicating effectively, irrespective of an individual's hierarchical position.

**CHAPTER TWO**

**BRIEF HISTORY ABOUT GHANA PORT AND HARBOUR AUTHORITY**

The Ghana Ports and Harbours Authority (GPHA), as the national port authority of Ghana, boasts a compelling history that spans centuries. Evolving from numerous landing points to six main ports, including milestones such as the Takoradi Port and the Tema Port, GPHA has played a pivotal role in shaping the trade landscape of the nation.

**ADDRESS**

Takoradi

Western Region

Phone: 0312046371

**MISSION AND VISION**

With headquarters in Sekondi-Takoradi and Tema, GPHA's primary focus is on the intricate art of cargo handling, underlining its commitment to facilitating efficient trade and commerce.

**CHAPTER THREE**

**NATURE OF WORK DONE AT GPHA (GHANA PORT AND HARBOUR AUTHORITY)**

Within the Management Information Systems (MIS) department during my attachment at GPHA, I was immersed in a spectrum of tasks. These ranged from the technical, such as repairing computers and fixing cameras, to more administrative responsibilities like printing documents and providing support in network file sharing.

**DETAILED ACCOUNT OF WORK I PERFORMED**

1. **Repaired Faulty Computers:**

During my attachment at GPHA, a significant part of my responsibilities involved diagnosing and fixing faulty computers. This encompassed troubleshooting hardware and software issues, ensuring that computer systems across various departments were functioning optimally.

1. **Installed Software on Newly Acquired Computers:**

As part of the Management Information Systems (MIS) department, I was tasked with setting up newly acquired computers. This involved installing the necessary operating systems and software applications to ensure that the machines were ready for use in their respective departments.

1. **Terminated Network Cables:**

In the realm of network infrastructure, my duties included terminating network cables. This involved the precise installation and connection of cables to ensure a reliable and efficient network within the organization. Proper cable termination is crucial for maintaining a stable and secure network environment.

1. **Assisted in Network File Sharing:**

Collaboration and information sharing are integral aspects of any organization. I played a role in facilitating network file sharing among different departments. This involved configuring network settings, permissions, and ensuring seamless communication between computers for efficient data exchange.

1. **Conducted Computer Maintenance:**

Computer maintenance was a routine task that I undertook to ensure the longevity and optimal performance of computer systems. This included tasks such as cleaning hardware components, updating software, and performing system checks to identify and address potential issues before they could impact productivity.

1. **Printed Documents for Other Departments:**

As part of the support services, I was responsible for operating and managing printers to meet the document needs of various departments. This involved printing a variety of documents, including reports, memos, and other essential paperwork, contributing to the smooth flow of information within the organization.

**NEW KNOWLEDGE I ACQUIRED DURING THE PERIOD OF THE ATTACHMENT**

My tenure at GPHA served as an invaluable learning experience, providing me with a versatile skill set that extended beyond my initial expectations. The exposure to the dynamic work environment allowed me to delve into various aspects of information technology, broadening my proficiency in essential areas.

One significant area of learning was BIOS usage, where I gained insights into the fundamental workings of a computer's basic input/output system. This knowledge not only enhanced my understanding of hardware functionality but also equipped me with the skills to troubleshoot and optimize computer performance.

The hands-on experience with computer assembly was another highlight, allowing me to grasp the intricacies of hardware components and their interconnections. This newfound skill set empowered me to undertake tasks related to setting up and configuring computer systems, contributing to a more efficient and tailored technology infrastructure.

Printer maintenance became an essential aspect of my expertise during the attachment. I acquired the know-how to manage and optimize printer functionalities, including routine maintenance tasks and troubleshooting common issues. This skill proved valuable in ensuring the seamless operation of printing services within the organization.

The management of network systems emerged as a complex yet rewarding area of learning. Understanding the intricate interplay of network components, terminologies, and configurations deepened my appreciation for creating and maintaining a robust network infrastructure. This knowledge extended to aspects like network cable termination, fostering a comprehensive understanding of network connectivity.

**CONTRIBUTION OF STUDENT TO THE ORGANIZATION**

During the industrial attachment period, I contributed to the activities of the organization. I went through the entire department and participated in work. During the period of the attachment, we were told to conduct survey for every department to know their problems with their computers.

Again, I contributed by fixing problem with in working computers at other department. All the operations I carried out helped me get more knowledge on my field.

**CHAPTER FOUR**

**OBSERVATION**

My time at GPHA afforded me the opportunity to observe a workplace culture marked by an unwavering commitment to meticulous record-keeping and punctuality. The organization's dedication to maintaining accurate and detailed records showcased a high level of professionalism. This, coupled with a strong emphasis on punctuality, significantly influenced my own work ethic. The meticulous approach to documentation and adherence to schedules instilled in me a sense of discipline and precision that I consider invaluable.

**IMPRESSION**

The warm reception and effective training extended by supervisors and staff at GPHA had a profound impact on my overall impression of the organization. The inclusive and supportive atmosphere created an ideal environment for learning and professional growth. The supervisors' commitment to providing comprehensive training not only facilitated the acquisition of new skills but also fostered a sense of belonging within the organizational framework. This positive impression has left an indelible mark on my professional journey, shaping my expectations for future work environments.

**CONCLUSION**

In conclusion, my attachment experience underscores the importance of institutions offering more opportunities for students to engage in practical, real-world applications of their theoretical knowledge. This bridge between academia and professional spheres enhances the students' ability to navigate and contribute meaningfully to their chosen fields upon graduation. The exposure gained during attachments is crucial for a more seamless transition from educational settings to the dynamic challenges of the professional realm.

**RECOMMENDATION**

I strongly recommend that institutions continue to prioritize and expand attachment opportunities for students. Such experiences not only bridge the gap between theory and practice but also contribute significantly to a student's personal and professional development. Motivating attachment trainees by recognizing the positive impact of these experiences on ongoing professional development is crucial. Encouraging a supportive and nurturing environment during attachments will undoubtedly contribute to the holistic growth of students, preparing them for successful and impactful careers in their respective fields.