ALBUKHARY INTERNATIONAL UNIVERSITY

SCHOOL OF COMPUTING AND INFORMATICS

INDUSTRIAL LOGBOOK

Name	**Kaung Khant Mg Mg**
Student ID	**AIU22102158**
Program	**Bachelor of Computer Science**
Semester and Year	**Final Year, Second Semester**
Telephone (contact) no.	**01137643617**
Email address	**kaung.mg@student.aiu.edu.my**
Commencing date	**24/03/2025**
Ending date	**23/09/2025**

Note:

This section is to be filled by the student

Purpose of the Program

- Prepare students physically, mentally and emotionally for the rigors of work as executives in real organizations upon graduation.
- Develop student's individual maturity, self-awareness, and confidence.
- Familiarize students with some structured practical experience of the organization, its operations, its customers, and its staff.
- Enable students to exercise and acquire effective interpersonal and communication skills in organizations.
- Enable students to put into practice their academic knowledge and skills acquired at Albukhary International University to benefit the organizations.

Guidelines on the use of this Logbook

1. This logbook will be a very useful reference for the student in his/her future career. It may serve as a document to highlight industry experience to prospective employers. Also, a faithfully kept logbook will give student pertinent information for his/her performance indicator (PI) report.

2. The purpose of the logbook is for student to document his/her training and the learning experience as a result of performing tasks assigned by the Organization Supervisor. Should student have other issues that require the attention of Albukhary International University Supervisor urgently, please send him/her an email or contact immediately.

3. This logbook should be completed and submitted at the same time to Albukhary International University Supervisor and Organization Supervisor at the end of every month. Supervisor's comments, if any, can still be incorporated and forwarded to the Albukhary International University Supervisor in the subsequent month or at the end or internship period.

4. It is advisable for student to get the Organization Supervisor to comment on him/her logbook contents. This will provide student with feedback on the accuracy of him/her logbook entries and help the organization supervisor plan student's training, if any
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5. Student has to ensure that student and the supervisors must complete all sections in this logbook.

6. The internship report must have a minimum of 1500 words pages (including diagrams/charts/drawings, if any). The report must be submitted at least two (2) weeks.

7. It is advisable for student to carry a small notebook to make rough jottings of daily events which can provide the material for logbook entries

SECTION A

This section is to be filled by the officer who supervises the trainee.

Company:	Nurkamal Network Sdn Bhd
Address:	260E, Jln Datuk Kumbar, Kampung Alor Menong, 05300 Alor Setar, Kedah
Telephone no:	
Official working days:	Saturday to Thursday
Official working hours:	8:30a.m to 5:30p.m
Attached department:	ICT Department
Supervisor's name:	Abdul Malek Bin Kathar Ismail
Position:	
Contact no:	
Email address:	admin@nurkamal.com

SECTION B

This section is to be filled by the student and submit this form to the Organization's supervising officer.

Daily and Weekly Report : Training Record & Learning Experience

WEEK 1

Date	Work Done
MONDAY Date : _____	
TUESDAY Date : _____	
WEDNESDAY Date : _____	
THURSDAY Date : _____	

Saturday Date : _____	
Sunday Date : _____	

Supervisor's name	Position	Department	Signature & Date