**B U K U P E L A K S A N A A N**

**K**ERJA **P**RAKTEK



**Faculty of Economics and Communication**

**Marketing Communication Program**

UNIVERSITAS BINA NUSANTARA

JAKARTA

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| FOTO  MAHASISWA  3x4 |  |
| B U K U P E L A K S A N A A N |
| K E R J A P R A K T E K |

Nomor Induk Mahasiswa : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Nama Mahasiswa : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tempat / Tanggal Lahir : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Peminatan : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Alamat Rumah : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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No. Telp Rumah/HP : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Nama Perusahaan/Organisasi/Lembaga : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Alamat Perusahaan/Organisasi/Lembaga : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Departemen/Unit Kerja Praktek : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Periode Kerja Praktek : \_\_\_\_\_\_\_\_\_\_\_\_ sampai dengan \_\_\_\_\_\_\_\_\_\_\_

Judul Kerja Praktek : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Menyetujui,

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Head of Communication Study Program

ABSENSI KERJA PRAKTEK MAHASISWA

DI PERUSAHAAN

Departemen/Unit Kerja : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Mengetahui, \* Menyetujui,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

( )\* Head of Communication Study Program

\*) Tanda tangan pejabat yang berwenang dan cap perusahaan/lembaga/organisasi

ABSENSI KERJA PRAKTEK MAHASISWA

KONSULTASI JURUSAN

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Menyetujui,

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Head of Communication Study Program

FORMULIR PENILAIAN KERJA PRAKTEK

NIM : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Nama Mahasiswa : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Peminatan : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Nama Perusahaan : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Berikan tanda X (silang) pada kolom A, B, C atau D untuk setiap komponen selama Mahasiswa melaksanakan Kerja Praktek.

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| No. | Komponen | A | B | C | D | Keterangan |
| 1 | Bersikap disiplin dan mengutamakan efisiensi waktu dalam melaksanakan pekerjaan |  |  |  |  |  |
| 2 | Melaksanakan pekerjaan sesuai intruksi yang diberikan |  |  |  |  |  |
| 3 | Dapat bekerjasama dengan tim atau departemen lainnya |  |  |  |  |  |
| 4 | Memiliki insiatif yang cukup |  |  |  |  |  |
| 5 | Mengimplementasikan konsep dan ide dari suatu pekerjaan |  |  |  |  |  |

Keterangan :

Formulir Penilaian ini hanya diisi oleh Kepala Bagian atau Pimpinan Perusahaan.

Mengetahui, \* Keterangan :

A = Sangat Baik

B = Baik

C = Cukup

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ D = Kurang

( )\*

\*) Tanda tangan pejabat yang berwenang dan cap perusahaan/lembaga/organisasi