



Malayan Colleges Laguna
A MAPUA SCHOOL

REVISION NO.: 00
REVISION DATE: May 10, 2016

TRAINING PLAN

NAME	Peralta, Alain Nezar A.	COURSE CODE	IT199F
PROGRAM & STUDENT NO.	BSIT / 2021130117	COURSE TITLE	IT Practicum

STUDENT OUTCOMES

CO1. Identify, analyze, and design business process solution to the problem faced by the organization.
CO2. Apply the different concepts of systems analysis and design, Software engineering, database management, and programming courses in the problem solving process in the organization, and
CO3. Acquire new knowledge and experience while in the organization.

AREAS / PHASES OF TRAINING AND TIME ALLOTMENT

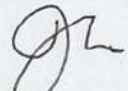


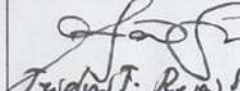

Company Orientation - 66 hours

OJT Practice and Skill Application Coaching, Mentoring,
and Project Application - 160 hours

Apply learnings in project that is relevant to the plant and the student - 140 hours

EVALUATION GUIDELINES & COURSE OUTCOMES

DEMONSTRATION OF SOFT SKILLS (40%)	DEMONSTRATION OF TECHNICAL SKILLS (60%)
KEY AREAS COMMUNICATION SKILLS (20%) Relate to co-trainees/supervisors terminologies and rules Recite procedures and instructions needed for the tasks Identify and describe safety signs and symbols Ask critical questions related to the tasks Produce well-written regular and incident reports Prepares and presents reports using Information and Communication Technology (ICT) PROFESSIONAL DEPORTMENT (20%) Observes proper grooming and attire Reports to work regularly on time and as necessary, even beyond prescribed working hour Acts according to the job description given by the company Willing to accept new tasks apart from the usual routine and responsibilities Delivers quality output on time Demonstrates respect for different individuals INITIATIVE (+5%) Volunteers to perform tasks beyond routine tasks	KEY AREAS Company Orientation (10.82%) Able to understand company standards and safety protocols Able to use Power BI for data visualization Able to identify key manufacturing tools and processes OJT Practice and Skill Application Coaching, Mentoring, and Project Application (22.95%) Able to perform basic debugging and hardware repair Able to apply CMMS and SSR system knowledge Able to participate in technical coaching and mentoring sessions Apply learnings in project that is relevant to the plant and the student (26.23%) Able to design and test electronic schematics Able to develop and implement a plant-relevant project Able to deliver a final project presentation effectively INITIATIVE (+5%) Volunteers to perform tasks beyond routine tasks

CONFORME	CONSENT (FOR MINORS ONLY)	NOTED BY	ENDORSED BY	APPROVED BY
 SIGNATURE OVER PRINTED NAME OF STUDENT / DATE	 SIGNATURE OVER PRINTED NAME OF PARENT OR GUARDIAN / DATE	 SIGNATURE OVER PRINTED NAME OF PRACTICUM SUPERVISOR / DATE	 SIGNATURE OVER PRINTED NAME OF PRACTICUM ADVISER / DATE	 SIGNATURE OVER PRINTED NAME OF PROGRAM CHAIR / DATE

COPY: (1) STUDENT; (2) HOST COMPANY; (3) PRACTICUM COORDINATOR

FORM OVPA-0300

THIS FORM IS AVAILABLE AT THE OVPA.