



INDUSTRIAL TRAINING DAILY LOG BOOK

ELEC3801/CSC3820/CSC3810D

NAME: _____

MATRIC NO.: _____

PROGRAMME: _____

SEMESTER: MARCH / JUNE / SEPTEMBER 20____

ORGANIZATION: _____

FIELD SUPERVISOR'S COMMENTS:

WEEK 1

Rating

Poor	Fair	Satisfactory	Good	Excellent
1	2	3	4	5

Description	Scale				
Punctuality	1	2	3	4	5
	Comment:				
Safety obligation	1	2	3	4	5
	Comment:				
Communication	1	2	3	4	5
	Comment:				
Leadership	1	2	3	4	5
	Comment:				
Task execution	1	2	3	4	5
	Comment:				
Responsible	1	2	3	4	5
	Comment:				
Adaptability	1	2	3	4	5
	Comment:				
Others (if any)					

Checked by: *(to be checked by the field supervisor every end of week)*

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 (Signature and stamp)

FIELD SUPERVISOR'S COMMENTS:

WEEK 2

Rating

Poor 1	Fair 2	Satisfactory 3	Good 4	Excellent 5
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Description	Scale				
Punctuality	1	2	3	4	5
	Comment:				
Safety obligation	1	2	3	4	5
	Comment:				
Communication	1	2	3	4	5
	Comment:				
Leadership	1	2	3	4	5
	Comment:				
Task execution	1	2	3	4	5
	Comment:				
Responsible	1	2	3	4	5
	Comment:				
Adaptability	1	2	3	4	5
	Comment:				
Others (if any)					

Checked by: *(to be checked by the field supervisor every end of week)*

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(Signature and stamp)

FIELD SUPERVISOR'S COMMENTS:

WEEK 3

Rating

Poor 1	Fair 2	Satisfactory 3	Good 4	Excellent 5
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Description	Scale				
Punctuality	1	2	3	4	5
	Comment:				
Safety obligation	1	2	3	4	5
	Comment:				
Communication	1	2	3	4	5
	Comment:				
Leadership	1	2	3	4	5
	Comment:				
Task execution	1	2	3	4	5
	Comment:				
Responsible	1	2	3	4	5
	Comment:				
Adaptability	1	2	3	4	5
	Comment:				
Others (if any)					

Checked by: *(to be checked by the field supervisor every end of week)*

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 (Signature and stamp)

FIELD SUPERVISOR'S COMMENTS:

WEEK 4

Rating

Poor 1	Fair 2	Satisfactory 3	Good 4	Excellent 5
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Description	Scale				
Punctuality	1	2	3	4	5
	Comment:				
Safety obligation	1	2	3	4	5
	Comment:				
Communication	1	2	3	4	5
	Comment:				
Leadership	1	2	3	4	5
	Comment:				
Task execution	1	2	3	4	5
	Comment:				
Responsible	1	2	3	4	5
	Comment:				
Adaptability	1	2	3	4	5
	Comment:				
Others (if any)					

Checked by: *(to be checked by the field supervisor every end of week)*

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 (Signature and stamp)

FIELD SUPERVISOR'S COMMENTS:

WEEK 5

Rating

Poor 1	Fair 2	Satisfactory 3	Good 4	Excellent 5
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Description	Scale				
Punctuality	1	2	3	4	5
	Comment:				
Safety obligation	1	2	3	4	5
	Comment:				
Communication	1	2	3	4	5
	Comment:				
Leadership	1	2	3	4	5
	Comment:				
Task execution	1	2	3	4	5
	Comment:				
Responsible	1	2	3	4	5
	Comment:				
Adaptability	1	2	3	4	5
	Comment:				
Others (if any)					

Checked by: *(to be checked by the field supervisor every end of week)*

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 (Signature and stamp)

FIELD SUPERVISOR'S COMMENTS:

WEEK 6

Rating

Poor 1	Fair 2	Satisfactory 3	Good 4	Excellent 5
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Description	Scale				
Punctuality	1	2	3	4	5
	Comment:				
Safety obligation	1	2	3	4	5
	Comment:				
Communication	1	2	3	4	5
	Comment:				
Leadership	1	2	3	4	5
	Comment:				
Task execution	1	2	3	4	5
	Comment:				
Responsible	1	2	3	4	5
	Comment:				
Adaptability	1	2	3	4	5
	Comment:				
Others (if any)					

Checked by: *(to be checked by the field supervisor every end of week)*

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(Signature and stamp)

FIELD SUPERVISOR'S COMMENTS:

WEEK 7

Rating

Poor 1	Fair 2	Satisfactory 3	Good 4	Excellent 5
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Description	Scale				
Punctuality	1	2	3	4	5
	Comment:				
Safety obligation	1	2	3	4	5
	Comment:				
Communication	1	2	3	4	5
	Comment:				
Leadership	1	2	3	4	5
	Comment:				
Task execution	1	2	3	4	5
	Comment:				
Responsible	1	2	3	4	5
	Comment:				
Adaptability	1	2	3	4	5
	Comment:				
Others (if any)					

Checked by: *(to be checked by the field supervisor every end of week)*

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 (Signature and stamp)

FIELD SUPERVISOR'S COMMENTS:

WEEK 8

Rating

Poor	Fair	Satisfactory	Good	Excellent
1	2	3	4	5

Description	Scale				
Punctuality	1	2	3	4	5
	Comment:				
Safety obligation	1	2	3	4	5
	Comment:				
Communication	1	2	3	4	5
	Comment:				
Leadership	1	2	3	4	5
	Comment:				
Task execution	1	2	3	4	5
	Comment:				
Responsible	1	2	3	4	5
	Comment:				
Adaptability	1	2	3	4	5
	Comment:				
Others (if any)					

Checked by: *(to be checked by the field supervisor every end of week)*

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 (Signature and stamp)

FIELD SUPERVISOR'S COMMENTS:

WEEK 9

Rating

Poor 1	Fair 2	Satisfactory 3	Good 4	Excellent 5
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Description	Scale				
Punctuality	1	2	3	4	5
	Comment:				
Safety obligation	1	2	3	4	5
	Comment:				
Communication	1	2	3	4	5
	Comment:				
Leadership	1	2	3	4	5
	Comment:				
Task execution	1	2	3	4	5
	Comment:				
Responsible	1	2	3	4	5
	Comment:				
Adaptability	1	2	3	4	5
	Comment:				
Others (if any)					

Checked by: *(to be checked by the field supervisor every end of week)*

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(Signature and stamp)

FIELD SUPERVISOR'S COMMENTS:

WEEK 10

Rating

Poor 1	Fair 2	Satisfactory 3	Good 4	Excellent 5
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Description	Scale				
Punctuality	1	2	3	4	5
	Comment:				
Safety obligation	1	2	3	4	5
	Comment:				
Communication	1	2	3	4	5
	Comment:				
Leadership	1	2	3	4	5
	Comment:				
Task execution	1	2	3	4	5
	Comment:				
Responsible	1	2	3	4	5
	Comment:				
Adaptability	1	2	3	4	5
	Comment:				
Others (if any)					

Checked by: *(to be checked by the field supervisor every end of week)*

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 (Signature and stamp)

FIELD SUPERVISOR'S COMMENTS:

WEEK 11

Rating

Poor 1	Fair 2	Satisfactory 3	Good 4	Excellent 5
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Description	Scale				
Punctuality	1	2	3	4	5
	Comment:				
Safety obligation	1	2	3	4	5
	Comment:				
Communication	1	2	3	4	5
	Comment:				
Leadership	1	2	3	4	5
	Comment:				
Task execution	1	2	3	4	5
	Comment:				
Responsible	1	2	3	4	5
	Comment:				
Adaptability	1	2	3	4	5
	Comment:				
Others (if any)					

Checked by: *(to be checked by the field supervisor every end of week)*

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 (Signature and stamp)

FIELD SUPERVISOR'S COMMENTS:

WEEK 12

Rating

Poor 1	Fair 2	Satisfactory 3	Good 4	Excellent 5
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Description	Scale				
Punctuality	1	2	3	4	5
	Comment:				
Safety obligation	1	2	3	4	5
	Comment:				
Communication	1	2	3	4	5
	Comment:				
Leadership	1	2	3	4	5
	Comment:				
Task execution	1	2	3	4	5
	Comment:				
Responsible	1	2	3	4	5
	Comment:				
Adaptability	1	2	3	4	5
	Comment:				
Others (if any)					

Checked by: *(to be checked by the field supervisor every end of week)*

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 (Signature and stamp)