

# INDUSTRIAL TRAINING DAILY LOG BOOK ELEC3801/CSC3820/CSC3810D

NAME:	
MATRIC NO.:	
PROGRAMME:	
SEMESTER:	MARCH / JUNE / SEPTEMBER 20
ORGANIZATION:	

Date / Day	Description of task assigned
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# WEEK 1

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 che	ecked by the field supervisor every end of week)
(Signature and stamp)	

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### WEEK 2

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)					

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Checked by: (to be che	cked by the field supervisor every end of week)
(Signature and stamp)	

Date / Day	Description of task assigned
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### WEEK 3

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)					

Others (if any)		
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### WEEK 4

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)					

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### WEEK 5

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 che	ecked by the field supervisor every end of week)	
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### WEEK 6

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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### WEEK 7

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 che	ecked by the field supervisor every end of week)
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### WEEK 8

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
, c	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)					

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### WEEK 9

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 che	ecked by the field supervisor every end of week)	
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### WEEK 10

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 che	ecked by the field supervisor every end of week)	
(Signature and stamp)		

Date / Day	Description of task assigned
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### WEEK 11

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)					

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Date / Day	Description of took assigned
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### WEEK 12

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)					

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