

## Screen: OJT Batch Management

Menu: *OJT Management* → *Batches*

View: Kanban / List / Form

### Fields (Form View)

Field	Type	Description
Batch Name	Char	Nama program OJT (ex: "OJT Business Analyst Oct 2025")
Batch Code	Char	Kode unik batch (auto sequence)
Recruitment Job	Many2one ( <a href="#">hr.job</a> )	Lowongan yang dikaitkan
Description	Html	Penjelasan detail program
Department	Many2one ( <a href="#">hr.department</a> )	Divisi penyelenggara
Mentors	Many2many ( <a href="#">res.partner</a> )	Daftar mentor/pembimbing
Start Date	Date	Tanggal mulai program
End Date	Date	Tanggal selesai program
Mode	Selection	Online / Offline / Hybrid
Capacity	Integer	Kuota maksimal peserta
Participants	One2many ( <a href="#">ojt.participant</a> )	Peserta batch
Event Links	One2many ( <a href="#">ojt.event.link</a> )	Agenda dan event OJT
Courses	Many2many ( <a href="#">slide.channel</a> )	Kursus eLearning terkait
Certificate Rule (Attendance %)	Float	Minimum kehadiran
Certificate Rule (Score)	Float	Minimum nilai akhir
Progress Ratio	Float	Progress keseluruhan batch
State	Selection	Draft / Recruitment / Ongoing / Done / Cancelled

### Smart Buttons

- **Participants** → menuju daftar peserta batch
- **Agenda (Events)** → menuju agenda OJT
- **Assignments** → daftar tugas dalam batch
- **Attendance** → laporan kehadiran
- **Certificates** → daftar sertifikat peserta
- **Survey Result** → link ke evaluasi survey batch

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## 2. Screen: OJT Participant

**Menu:** *OJT Management* → *Participants*

**View:** List / Form / Portal View

### Fields (Form View)

Field	Type	Description
Participant Name	Char	Nama peserta (gabungan partner + batch)
Batch	Many2one ( <a href="#">ojt.batch</a> )	Program batch yang diikuti
Partner	Many2one ( <a href="#">res.partner</a> )	Identitas peserta
Applicant	Many2one ( <a href="#">hr.applicant</a> )	Asal dari rekrutmen
Attendance Rate (%)	Float	Persentase kehadiran
Average Score	Float	Rata-rata nilai tugas
Final Score	Float	Nilai akhir keseluruhan
Mentor Score	Float	Nilai dari mentor
State	Selection	Draft / Active / Completed / Failed / Left
Certificate	One2many ( <a href="#">ojt.certificate</a> )	Sertifikat yang diterbitkan
Notes	Text	Catatan tambahan
Portal Token	Char	Token akses portal peserta

### Smart Buttons

- **Assignments** → daftar tugas peserta
- **Attendance** → daftar kehadiran
- **Certificates** → eCertificate
- **Courses** → daftar eLearning
- **Survey Result** → hasil kuis/evaluasi

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## 3. Screen: OJT Event / Agenda

**Menu:** *OJT Management* → *Agenda (Events)*

**View:** Tree / Form / Calendar

### Fields (Form View)

Field	Type	Description
Batch	Many2one ( <a href="#">ojt.batch</a> )	Program batch terkait
Event	Many2one ( <a href="#">event.event</a> )	Event utama Odoo
Title	Related ( <a href="#">event_id.name</a> )	Judul agenda/sesi
Date Start	Datetime	Waktu mulai
Date End	Datetime	Waktu selesai
Instructor / Speaker	Many2one ( <a href="#">res.partner</a> )	Pengisi acara / trainer
Online Meeting URL	Char	Link Zoom/Teams/Meet
Mandatory	Boolean	Sesi wajib untuk sertifikat
Weight	Float	Bobot untuk progress/scoring
Notes	Text	Catatan teknis

### Smart Buttons

- **Participants** (peserta batch)
  - **Attendance Log** (absensi event)
  - **Assignments** (tugas terkait event)
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## 4. Screen: OJT Assignment

**Menu:** *OJT Management* → *Assignments*

**View:** Kanban / List / Form

### Fields (Form View)

Field	Type	Description
Assignment Name	Char	Nama tugas
Batch	Many2one ( <a href="#">ojt.batch</a> )	Batch program
Related Event	Many2one ( <a href="#">ojt.event.link</a> )	Agenda terkait
Description	Html	Instruksi dan konteks tugas
Type	Selection	Task / Quiz / Presentation

<b>Deadline</b>	Datetime	Batas waktu pengumpulan
<b>Max Score</b>	Float	Skor maksimum
<b>Weight</b>	Float	Bobot untuk nilai akhir
<b>Attachment Required</b>	Boolean	Harus upload file?
<b>State</b>	Selection	Draft / Open / Closed
<b>Submit Count</b>	Computed	Jumlah submission masuk

### Smart Buttons

- **Submissions** → daftar pengumpulan tugas peserta
- **Participants** → daftar peserta batch
- **Score Overview** → ringkasan nilai tugas

## 5. Screen: OJT Assignment Submission

**Menu:** *OJT Management* → *Submissions*

**View:** Tree / Kanban / Form

### Fields (Form View)

Field	Type	Description
<b>Assignment</b>	Many2one ( <a href="#">ojt.assignment</a> )	Tugas terkait
<b>Participant</b>	Many2one ( <a href="#">ojt.participant</a> )	Peserta yang mengumpulkan
<b>Submitted On</b>	Datetime	Waktu pengumpulan
<b>Attachment(s)</b>	Many2many ( <a href="#">ir.attachment</a> )	File upload
<b>Submission URL</b>	Char	Link eksternal (GitHub, Figma, video, dll.)
<b>Score</b>	Float	Nilai diberikan
<b>Reviewer</b>	Many2one ( <a href="#">res.users</a> )	Penilai/mentor
<b>Feedback</b>	Html	Komentar hasil review
<b>Late</b>	Boolean	Terlambat?
<b>State</b>	Selection	Draft / Submitted / Scored

### Smart Buttons

- **Open Assignment** → menuju detail tugas
- **Open Participant** → ke profil peserta

## 6. Screen: OJT Attendance

**Menu:** *OJT Management* → *Attendance*

**View:** Tree / Pivot / Graph

### Fields (Form View)

Field	Type	Description
Batch	Many2one ( <a href="#">ojt.batch</a> )	Batch OJT
Event	Many2one ( <a href="#">ojt.event.link</a> )	Agenda OJT
Participant	Many2one ( <a href="#">ojt.participant</a> )	Peserta
Check In	Datetime	Waktu hadir
Check Out	Datetime	Waktu keluar
Presence	Selection	Present / Late / Absent
Method	Selection	QR / Online / Manual
Duration (minutes)	Float	Lama kehadiran
Notes	Text	Catatan khusus

### Views Tambahan

- Pivot: per batch, per event, per peserta
- Graph: tingkat kehadiran (%) per sesi

## 7. Screen: OJT Certificate

**Menu:** *OJT Management* → *Certificates*

**View:** List / Form / QWeb PDF Report

### Fields (Form View)

Field	Type	Description
Certificate Title	Char	Nama sertifikat

<b>Batch</b>	Many2one ( <a href="#">ojt.batch</a> )	Batch yang diikuti
<b>Participant</b>	Many2one ( <a href="#">ojt.participant</a> )	Peserta
<b>Partner</b>	Related ( <a href="#">res.partner</a> )	Nama lengkap peserta
<b>Serial Number</b>	Char	Nomor sertifikat unik
<b>Issued On</b>	Date	Tanggal terbit
<b>Attendance Rate</b>	Float	Persentase kehadiran
<b>Final Score</b>	Float	Nilai akhir
<b>Grade</b>	Selection	A / B / C
<b>QR Token</b>	Char	Token verifikasi publik
<b>State</b>	Selection	Draft / Issued / Revoked
<b>PDF Report</b>	Binary	File sertifikat digital
<b>Notes</b>	Text	Catatan khusus

### Smart Buttons

- Download Certificate
  - Verify (Public Page)
  - Participant Profile
  - Batch Summary
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## 8. Screen: Public Portal – My OJT Dashboard

URL: [/my/ojt](#)

Access: Portal User (Peserta)

### Sections & Fields

Section	Field / Info	Description
<b>Header</b>	Nama Peserta, Batch, Mentor	Identitas utama
<b>Progress Bar</b>	% Completion	Berdasarkan attendance & assignment
<b>Agenda</b>	Upcoming Events	Jadwal kegiatan mendatang
<b>Assignments</b>	List tugas, status, deadline	Klik → upload/lihat tugas

<b>Attendance Summary</b>	Pie chart hadir/tidak hadir	Ringkasan kehadiran
<b>Certificates</b>	Download / View	Sertifikat aktif peserta

## 9. Screen: Public Verification Page

**URL:** `/ojt/cert/verify`

**Access:** Public (tanpa login)

### Fields / Input

Field	Type	Description
<b>Serial Number / Token</b>	Char	Input kode sertifikat
<b>Verify Button</b>	Action	Menjalankan pengecekan token

### Output (Hasil Verifikasi)

Field	Description
<b>Participant Name</b>	Nama pemilik sertifikat
<b>Batch Name</b>	Nama program OJT
<b>Issued On</b>	Tanggal diterbitkan
<b>Final Score</b>	Nilai akhir
<b>Grade</b>	A / B / C
<b>Status</b>	Valid / Invalid / Revoked

## 10. Screen: Reporting Dashboard

**Menu:** *OJT Management* → *Reports* → *Dashboard*

**View:** Graph / Pivot / Kanban (Analytics)

### Widgets

Widget	Description
<b>Total Active Batches</b>	Jumlah batch aktif
<b>Participants Count</b>	Total peserta aktif
<b>Average Attendance</b>	Rata-rata kehadiran seluruh batch

Completion Rate	% peserta yang lulus
Top 5 Batches by Score	Batch dengan nilai rata-rata tertinggi
Mentor Evaluation	Nilai rata-rata mentor terhadap peserta

## 11. Screen: Wizard – Generate Certificate



**Action:** *Batch* → *Action* → *Generate Certificate*

**View:** Form Popup (Transient Model)

### Fields

Field	Type	Description
Batch	Many2one ( <i>ojt.batch</i> )	Batch target
Issue Date	Date	Tanggal sertifikat
Include Failed?	Boolean	Sertakan peserta gagal?
Minimum Attendance (%)	Float	Override rule batch
Minimum Score (%)	Float	Override rule batch

### Buttons

-  Generate Certificates
-  Cancel

## 12. Screen: Mentor Evaluation

**Menu:** *OJT Management* → *Mentor Evaluation*

**View:** List / Form

### Fields

Field	Type	Description
Batch	Many2one ( <i>ojt.batch</i> )	Program terkait
Mentor	Many2one ( <i>res.partner</i> )	Nama mentor
Participant	Many2one ( <i>ojt.participant</i> )	Peserta yang dinilai



<b>Criteria 1–5</b>	Float	Aspek penilaian (discipline, teamwork, initiative, communication, learning)
<b>Total Score</b>	Float	Nilai rata-rata
<b>Comments</b>	Text	Catatan mentor

#### 1 Tabel Navigasi Antar-Screen (berdasarkan role & alur penggunaan)

### 1 Tabel Navigasi Antar-Screen & Role Access

No	Screen / Menu	Deskripsi Utama	Role Akses	Arah Navigasi (From → To)
1	<b>Dashboard (OJT Overview)</b>	Tampilan awal overview batch & KPI	Manager, Coordinator	→ Batches, → Reports
2	<b>OJT Batches</b>	List program OJT, status, mentor, kuota, tanggal	Manager, Coordinator	→ Batch Form → Participants / Agenda / Assignments / Certificates
3	<b>OJT Batch Form</b>	Detail program OJT & pengaturan rule sertifikat	Manager, Coordinator	→ Participants, → Event/Agenda, → Assignments, → Certificates
4	<b>OJT Participants</b>	Daftar peserta & progress per batch	Manager, Coordinator, Trainer, Mentor	→ Participant Form → Assignments / Attendance / Certificate
5	<b>Participant Form</b>	Detail peserta: identitas, progress, nilai, attendance	Manager, Trainer, Mentor, Portal (Read Own)	← Batch / → Assignments / Attendance / Certificate
6	<b>OJT Agenda / Events</b>	Jadwal kegiatan OJT (terhubung ke event.event)	Manager, Coordinator, Trainer	← Batch / → Attendance / Assignments
7	<b>OJT Event Form</b>	Detail event (tanggal, mentor, meeting link, mandatory flag)	Manager, Trainer	→ Attendance (auto generate)

8	<b>OJT Assignment List</b>	Daftar tugas seluruh batch	Manager, Trainer, Mentor	← Batch / → Assignment Form / → Submissions
9	<b>OJT Assignment Form</b>	Detail tugas: instruksi, deadline, max score	Manager, Trainer	→ Submissions (view all), → Scoring
10	<b>OJT Assignment Submission</b>	Hasil pengumpulan peserta	Manager, Trainer, Mentor, Portal (Create Own)	← Assignment / → Feedback
11	<b>OJT Attendance</b>	Kehadiran peserta per event	Manager, Trainer	← Event / → Participant
12	<b>OJT Certificate</b>	Sertifikat peserta (issued, draft)	Manager, Coordinator	← Batch / → Certificate Report / Verify Page
13	<b>Generate Certificate Wizard</b>	Popup wizard untuk generate e-Certificate	Manager, Coordinator	← Batch → Certificate
14	<b>Mentor Evaluation</b>	Penilaian mentor terhadap peserta	Mentor, Manager	← Participant / Batch
15	<b>Reports Dashboard</b>	Statistik & grafik (attendance, score, certificate)	Manager, Coordinator	← Dashboard / Batch
16	<b>Portal – My OJT Dashboard</b>	Portal peserta: jadwal, tugas, progress, sertifikat	Portal User (Participant)	→ Assignments, → Attendance, → Certificate
17	<b>Public Page – Certificate Verification</b>	Verifikasi e-Certificate via kode/token	Public	Input serial → Result Page

### 3 Role-Based Navigation Summary

Role	Utama Navigasi	Akses Tambahan
<b>Manager / Coordinator</b>	Batches → Participants → Events → Assignments → Certificates → Reports	Generate Certificate, Approve Attendance
<b>Trainer</b>	Assignments → Submissions → Attendance	Scoring, Feedback
<b>Mentor</b>	Mentor Evaluation → Participant	Give Score, Comments

<b>Participant (Portal)</b>	My OJT → Assignments → Attendance → Certificate	Upload tugas, lihat progress
<b>Public</b>	Certificate Verify	Hanya akses hasil verifikasi

## 4 Rekomendasi Tampilan UI (untuk Figma/Frontend Team)

Komponen	Desain Direkomendasikan
<b>Batch Kanban Card</b>	Tampilkan: Nama, Periode, Progress bar (%), jumlah peserta, status warna
<b>Participant Dashboard</b>	Layout: 2 kolom (Left: personal info + score, Right: agenda + tugas)
<b>Assignment List</b>	Warna deadline merah bila overdue, status chip (Submitted/Scored)
<b>Attendance Table</b>	Gunakan icon hadir/lambat/tidak hadir dengan warna hijau/kuning/merah
<b>Certificate List</b>	Icon PDF download + status label (Issued/Revoked)
<b>Public Verify Page</b>	Simple white background + hasil validasi (green = valid, red = invalid)