TRAINING PLAN

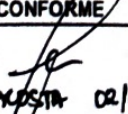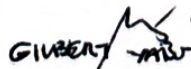| NAME	Rad Leroy M. Acosta	COURSE CODE	IT199F
PROGRAM & STUDENT NO.	BSIT / 2021160203	COURSE TITLE	Practicum

STUDENT OUTCOMES

- Apply process engineering knowledge in a semiconductor manufacturing environment
- Demonstrate analytical skill using 7QC tools and Power BI
- Continue and enhance an existing software project assigned by the department
- Exhibit technical report writing and propose process improvements
- Work effectively in a team and communicate results clearly
- Observe professional conduct and comply with workplace safety standards

AREAS / PHASES OF TRAINING AND TIME ALLOTMENT

- HR Orientation / General Orientation / 7QC Tools & Power BI — 52 Hours
- Process Overview — 60 Hours
- Learning Application (Hands-on tasks, OCARs, software project continuation) — 354 Hours
- Project Generation / Report & Proposal — 40 Hours

EVALUATION GUIDELINES & COURSE OUTCOMES

DEMONSTRATION OF SOFT SKILLS (40%)	DEMONSTRATION OF TECHNICAL SKILLS (60%)
KEY AREAS	**KEY AREAS**
COMMUNICATION SKILLS (20%)	_____ SKILLS (X%)
Relate to co-trainees/supervisors terminologies and rules	Process Familiarization & Job Instruction (Test & Finish) - 20%
Recite procedures and instructions needed for the tasks	
Identify and describe safety signs and symbols	_____ SKILLS (Y%)
Ask critical questions related to the tasks	
Produce well-written regular and incident reports	Data Analysis using Power BI & 7QC Tools - 15%
Prepares and presents reports using Information and Communication Technology (ICT)	
PROFESSIONAL DEPORTMENT (20%)	_____ SKILLS (Z%)
Observes proper grooming and attire	Software Project Continuation & Development - 25%
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%)	**INITIATIVE (+5%)**
Volunteers to perform tasks beyond routine tasks	Volunteers to perform tasks beyond routine tasks

CONFORME	CONSENT (FOR MINORS ONLY)	NOTED BY	ENDORSED BY	APPROVED BY
RAD ACOSTA 02/05/25		GILBERT 02/05/25		
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