



UTM
UNIVERSITI TEKNOLOGI MALAYSIA

FACULTY OF COMPUTING
UTM Johor Bahru

ASSIGNMENT 4 (10%)

Subject : Technology and Information System (SECP1513)
Task : **NEWSLETTER** on Industrial Visit
Title : Technology Information System
Due : 22 Jan 2025 (before 5 pm)
Submission : softcopy (in .pdf format) via e-learning and e-portfolio (LinkedIn and GitHub).

Instruction:

1. Students are required to prepare **THREE (3) PAGES NEWSLETTER** about this Industrial Talk
2. For this **Newsletter**, the content should include a description on:

2.1.Introduction & Company Overview (*sets the context of the visit*).

Required Content:

a. Title of the Newsletter

- Example:
Industry Visit to Johor Corporation

b. Introduction

- Brief description of the industry visit
- Date and location of the visit
- Purpose of the visit
- Course or programme related to the visit

c. Company Background

- Overview of JCorp
- Nature of the company
- Importance of the company
- Brief mention of its role in global or regional

d. Objectives of the Industry Visit

- Close-up exposure to JCorp operations
- Understanding computer-assisted system in JCorp
- Exposure to integration of computing, networking etc

Include 1–2 relevant photos (company exterior, group photo).

2.2 – Key Observations & Technical Insights (*the core technical content of the newsletter.*)

Required Content:

Role of Computing and Information Systems

Students should clearly describe:

- Type of Computer system
- Enterprise systems
- Use of databases, system where applicable

✂ *Optional:* Diagrams, process flow illustrations, or annotated photos.

2.3 – Learning Outcomes, Reflection & Conclusion (*This part focuses on student learning and reflection.*)

Required Content:

a. Key Learning Outcomes

Students should reflect on:

- New knowledge gained about JCorp
- Understanding of real-world applications of computing concepts
- Awareness of interdisciplinary collaboration (IT + JCorp)

b. Skills and Knowledge Development

- Technical skills observed or understood
- Soft skills (communication, teamwork, professionalism)
- Awareness of industrial standards and practices

c. Relevance to Academic Studies & Career

- Connection between the visit and their coursework
- How the visit enhances career awareness
- Potential interest in enterprise system, data analytics, or industrial computing careers

d. Conclusion

- Overall summary of the visit
- Importance of industry exposure for students
- Final reflection on the value of the visit

e. Acknowledgement

- Appreciation to JCorp
- Appreciation to lecturers, organisers, and staff involved

****Note:** The content of your newsletter is your own opinion and views. You may refer the rubric of newsletter in the next page.

3. Follow the **Format of Newsletter** as follows:
 - a. Portrait layout.
 - b. Justify alignment for text description.
 - c. Include the date in each newsletter.
 - d. Include your name & matric card at the bottom in each newsletter.
 - e. Design your newsletters using your own creativities.
4. You may refer the following link as your reference for your newsletter making:
 - a. <https://freshlearn.com/blog/how-to-write-a-newsletter/>
 - b. <https://www.postermywall.com/index.php/posterbuilder/copy/3a7b215731335fa7c81eb37d3fe661f6>
5. **PLAGIARISM** of the content is prohibited. If any of the content is known to be copied from other website/review/blogs, you will be given **ZERO (0) mark**.
6. You can get photos/information from other resources, but you must include **credits (In citation/link)** to the original owners.

Rubric for Two (2) Pages Newsletter

Criteria	Excellent 10-7	Fair 6-4	Poor 3-0	WEIGHTAGE	MARKS
Informative and Attractive	<ul style="list-style-type: none"> Provide accurate information (content). All required information is presented in a logical order. 	<ul style="list-style-type: none"> Some information (content) is inaccurate, but presented in a logical order. Very few required information is missing and presented in a logical order. 	<ul style="list-style-type: none"> Most Information (content) are inaccurate, or not presented in a logical order, making it difficult to follow. Most required information is missing and not presented in a logical order, making it difficult to follow. 	10	<div> <div>10</div> <div>X</div> <div>10</div> </div>
Contents	<ul style="list-style-type: none"> Newsletter - contents: 2.1) Introduction & Company background 2.2) Key Observations & Technical Insights 			60	<div> <div>10</div> <div>X</div> <div>60</div> </div>
	<ul style="list-style-type: none"> All contents included Very good presentation of content and well organized. Use many graphics and pictures. 	<ul style="list-style-type: none"> Included but not well covered Moderate presentation of content and well organized Use moderate graphics and pictures. 	<ul style="list-style-type: none"> Included but poorly covered Lack of content and not organized properly. Use inappropriate graphics or pictures. 		
Features	<ul style="list-style-type: none"> Include all required features, such as main article, graphics with captions and editorials. All features relate to the subject and are 	<ul style="list-style-type: none"> Not all required features, such as main article, graphics with captions and editorials. All features are almost related to the subject and 	<ul style="list-style-type: none"> Lack of features, such as main article, graphics with captions and editorials. All features are unrelated to the subject and are inappropriate 	10	<div> <div>10</div> <div>X</div> <div>10</div> </div>

Criteria	Excellent 10-7	Fair 6-4	Poor 3-0	WEIGHTAGE	MARKS
	<p>appropriate for the targeted audience.</p> <ul style="list-style-type: none"> The layout is creative. 	<p>are appropriate for the targeted audience.</p> <ul style="list-style-type: none"> The layout shows some degree of creativity but is not organized logically and/or is cluttered. 	<p>for the targeted audience.</p> <ul style="list-style-type: none"> The layout is messy, disorganized or cluttered. 		
Organization and Structure	<ul style="list-style-type: none"> Structure of text is interesting and organized very well, easy to understand. 	<ul style="list-style-type: none"> Structure of text is quite interesting and organized. 	<ul style="list-style-type: none"> Most parts of the structure of text are not really interesting and unorganized. 	10	<div> <div>10</div> <div>X</div> <div>10</div> </div>
Text	<ul style="list-style-type: none"> All texts are easy to read and clear explanation. Use appropriate font size. Use not more than three different font styles. 	<ul style="list-style-type: none"> Most texts are easy to read and clear explanation. Use appropriate font size. Use more than three different font styles. 	<ul style="list-style-type: none"> Some texts are difficult to read unclear explanation. Use medium font size. Use more than four different font styles. 	5	<div> <div>10</div> <div>X</div> <div>5</div> </div>
Timeliness	<ul style="list-style-type: none"> Due on time 	<ul style="list-style-type: none"> Due one day late 	<ul style="list-style-type: none"> Due more than one day late 	5	<div> <div>10</div> <div>X</div> <div>5</div> </div>
Total					/ 100