

FOCS StudF03: Student's Progress Report

Tunku Abdul Rahman University College
Faculty of Computing and Information Technology
Industrial Training Progress Report

Activity Log

Attached a
photo here

(Use digital
photo)

Name of Trainee: _____

Name of Company: _____

Month/Year _____

(E.g. JAN/2022)

Week	Projects / Activities
1	
2	
3	
4	

Suggestions / Comments / Additional information (if any):

Leave Application / Leave Taken

1. From (dd/mm/yyyy): _____ to (dd/mm/yyyy) _____ (day(s))

2. Reasons for taking leave: _____

3. Total number of days taken: _____

I hereby declare that the information given above is correct.

Signature: _____ **Date (dd/mm/yyyy):** _____

Endorsement by the Company Supervisor:

The above is a true record of activities taken by the trainee in the captioned week.

Signature of Supervisor:

Name of Supervisor:

Date (*dd/mm/yyyy*):

Email:

Mobile / Office Contact No.:

Company Stamp: