



**UTM**  
UNIVERSITI TEKNOLOGI MALAYSIA

**gravitas**

**UNIVERSITI TEKNOLOGI MALAYSIA**

**SCHOOL OF COMPUTING,  
FACULTY OF ENGINEERING**

**INDUSTRIAL TRAINING REPORT**

BY

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2021 / 2022

BACHELOR OF COMPUTER SCIENCE (SOFTWARE ENGINEERING)

TRAINING PLACE : D-01-01, MENARA MITRALAND,  
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TRAINING PERIOD : 4 OCTOBER 2021 – 17 FEBRUARY 2022

COMPANY SUPERVISOR : Mr Muhammad Syafeeq Bin Mohamad Zaki

FACULTY SUPERVISOR : TS. Dr. Nur Haliza Binti Abdul Wahab

REPORT DATE : 4 OCTOBER 2021

# **ACKNOWLEDGEMENT**

I would like to express my gratitude to several people who had helped me with their guidance throughout my industrial training period from 3 October 2021 until 17 February 2022. I felt truly honoured and grateful for their support.

Firstly, I would like to thank my faculty supervisor Ts. Dr. Nur Haliza Binti Abdul Wahab for guiding me in completing my industrial training report and industrial training logbook.

Secondly, I would like to thank my company supervisor, Mr Muhammad Syafeeq Bin Mohamad Zaki who had guided me with the tasks I was assigned with during my industrial training period.

Finally, I would like to thank both of my parents for providing financial support during my industrial training period.

## **ABSTRACT**

An internship provides a student with professional work experience in a safe and structural environment with guidance from experts. Internship helps students to master professional skills such as communication, responsibility and technical skills that will be useful in their future career. This report provides the details of the 20 weeks internship at Gravitas Digital (M) Sdn. Bhd. I was assigned as an internship trainee at the DEV department under the supervision of Mr. Syafeeq Zaki and Dr Haliza as my faculty supervisor. During the industrial training, I have been assigned to do three projects which are a WordPress website, google sheets and a styleguide documentation. The first project is I need to create a website using WordPress, use all the plugins and design the website follow the client preference. The second project is google sheets project where I need to create an Office Capacity Calculator that give a busy level of every employee. Finally, the last project is to create a styleguide documentation for Prudential.

## Table of Contents

<b>CHAPTER 1</b> .....	10
<b>INTRODUCTION</b> .....	10
1.1 Introduction of Gravitas Digital (M) Sdn. Bhd. ....	10
1.2 Organization Structure.....	11
1.3 Web Developer Department. ....	11
1.4 Gantt Chart .....	12
1.5 Conclusion .....	12
<b>CHAPTER 2</b> .....	13
<b>SPECIFIC DETAILS ON PROJECT/TRAINING</b> .....	13
2.1 Introduction .....	13
2.2 Project 1 – Trupal WordPress.....	13
2.2.1 Introduction .....	13
2.2.2 Objective of Project / Training.....	13
2.2.3 Project Planning and Analysis.....	13
2.2.4 Project Implementation and Result .....	15
2.2.5 System Testing .....	28
2.2.6 Hardware and Software used.....	28
2.2.7 Time period to complete all task .....	29
2.2.8 Theoretical and Practical Knowledge .....	29
2.2.9 Problem faced during practical .....	29
2.3 Project 2 – Google Sheets: Office Capacity Calculator .....	30
2.3.1 Introduction .....	30
2.3.2 Objective of Project / Training.....	30
2.3.3 Project Planning and Analysis.....	30
2.3.4 Project Implementation and Result. ....	31
2.3.5 System Testing .....	34
2.3.6 Hardware and Software used.....	34
2.3.7 Time period to complete all task .....	34
2.3.8 Theoretical and Practical Knowledge .....	35
2.3.9 Problem faced during practical .....	35
2.4 Project 3 – Prudential Zeroheight.....	36
2.4.1 Introduction .....	36

2.4.2.	Objective of Project / Training.....	36
2.4.3.	Project Planning and Analysis.....	36
2.4.4.	Project Implementation and Result .....	36
2.4.5.	System Testing .....	42
2.4.6.	Hardware and Software Used.....	42
2.4.7.	Time period to complete all task .....	42
2.4.8.	Theoretical and Practical Knowledge .....	43
2.4.9.	Problem faced during practical .....	43
2.5.	Summary.....	44
<b>CHAPTER 3</b>	.....	<b>45</b>
<b>OVERALL INFORMATION OF INDUSTRIAL TRAINING</b>	.....	<b>45</b>
3.1.	Introduction .....	45
3.2.	Skills Improvement.....	45
3.2.1.	Programming Skills.....	45
3.2.2.	Technical Skills .....	45
3.3.3.	Communication Skills .....	46
3.2.4.	Social and Practical Skills .....	46
3.3.	Reference Material .....	46
3.4.	Constructive Comments .....	46
3.5.	Summary.....	47
<b>CHAPTER 4</b>	.....	<b>48</b>
<b>CONCLUSION</b>	.....	<b>48</b>
4.1.	Overall Achievement.....	48
4.2.	Problems and Execution .....	48
4.3.	Opinion and Suggestion.....	49
<b>REFERENCES</b>	.....	<b>50</b>

## **LIST OF TABLES**

## **LIST OF FIGURES**

## **LIST OF ABBREVEIATION**

- IT - Information Technology
- Dev - Developer
- ACF - Advanced Custom Fields

## **LIST OF APPENDICES**

<b>APPENDIX</b>	<b>TITLE</b>	<b>PAGE</b>
Appendix A	Internship Gantt Chart	51
Appendix B	Industrial Training Achievement & Checklists	52
Appendix C	List of Work Tasks	54

# **CHAPTER 1**

## **INTRODUCTION**

### **1.1 Introduction of Gravitas Digital (M) Sdn. Bhd.**

Gravitas Digital was founded by Syafeeq during the pandemic in July' 20 as way to both survive the crisis and also manage client expectations better in delivering tray customised solutions for individual SME needs.

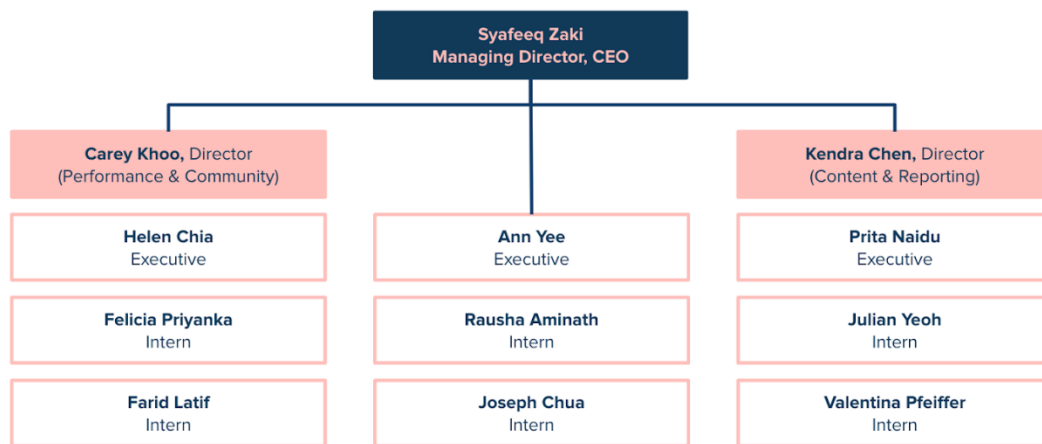
With a background mainly in digital and the support of likeminded individuals to start Gravitas focused on the people and clients.

Syafeeq and team constantly focus on growing internally with upskilling and a performance-based growth business, coupled with flat & transparent salaries as proof of walking the talk.

Flexible payment plans and collaborative methods, mainly so that Gravitas can assist all types of SME and scale businesses further with digital.

## 1.2. Organization Structure

Figure 1.1 below shows the current organizational chart for Gravitas Digital (M) Sdn. Bhd. It consists of the Managing Director which is our CEO Mr Syafeeq Zaki, 2 Directors which are also the co-founders of Gravitas Digital, 3 executives and the rest of the company employees.



**Figure 1.1:** Gravitas Digital (M) Sdn. Bhd. Organizational chart

## 1.3. Web Developer Department.

Web Developer department also known as Web Dev department is consist of 13 members which is led by the Junior Web Dev Fitri. The Web Dev department do one of the crucial parts inside the company which is the programming part that will develop and produce a product for clients. All the project will be design by the Designer first before sending to the Web Dev Department, then we will proceed with what clients demands and use the platform or the programming language that they want. Most of the project that we use is powered by WordPress, the department also building more website that use python, react, and node js language, and we are also trying another WordPress alternative called Oxygen website builder.

#### **1.4.Gantt Chart**

The timeline of my industrial training period from 20th September 2021 to 18th February 2022. The gantt chart of my industrial training period can be referred in Appendix A, Figure A.1.

#### **1.5.Conclusion**

This chapter has introduced about the background history and organization structure of the company and the department where the training took place for 20 weeks of industrial training. Besides, the practical training program flow was also briefly discussed in this chapter.

# **CHAPTER 2**

## **SPECIFIC DETAILS ON PROJECT/TRAINING**

### **2.1. Introduction**

This chapter will go into further depth regarding the task that were provided over the 20 weeks of industrial training. This section will detail the procedures for completing the training task and the other side task.

### **2.2. Project 1 – Trupal WordPress**

#### **2.2.1. Introduction**

Client is a pad brand for both female, and older people as well with 5 different products. The product purchase will link out to Shopee & Lazada so we don't need to integrate with a payment gateway yeah. The work will be on WordPress based build with word fence security and Advanced Custom Fields (ACF) fields.

#### **2.2.2. Objective of Project / Training**

The main objectives are:

- i. To understand the basic concept of web programming.
- ii. To be able to design website based on client preferences.
- iii. To be able to use website builder to create a website.

#### **2.2.3. Project Planning and Analysis**

After a few meetings with company supervisor and lead Dev, we have finalized the requirement as below:

- i. The website will be powered by WordPress

- ii. Programming language that will be use are PHP, HTML, CSS and JavaScript.
- iii. The website must be responsive in all type of screen size.
- iv. The website must have Trupal's Our Story, Our Pride, Our Products, and Contact Us tabs.
- v. User can read story and gain knowledge of Trupal from Our Story tab.
- vi. All product pads under Trupal will be included inside the website under Our Product tab.
- vii. Use ACF plugins to enter or delete new products after the website is finished.
- viii. All product will have a direct link to Shopee or Lazada platform.
- ix. Contact Us will display Trupal address and e-mail box for user to get in contact with Trupal.
- x. Use WP mail SMTP plugins to send email.

## 2.2.4. Project Implementation and Result

### Phase I – User Interface (UI) Design

#### 1. Landing Page

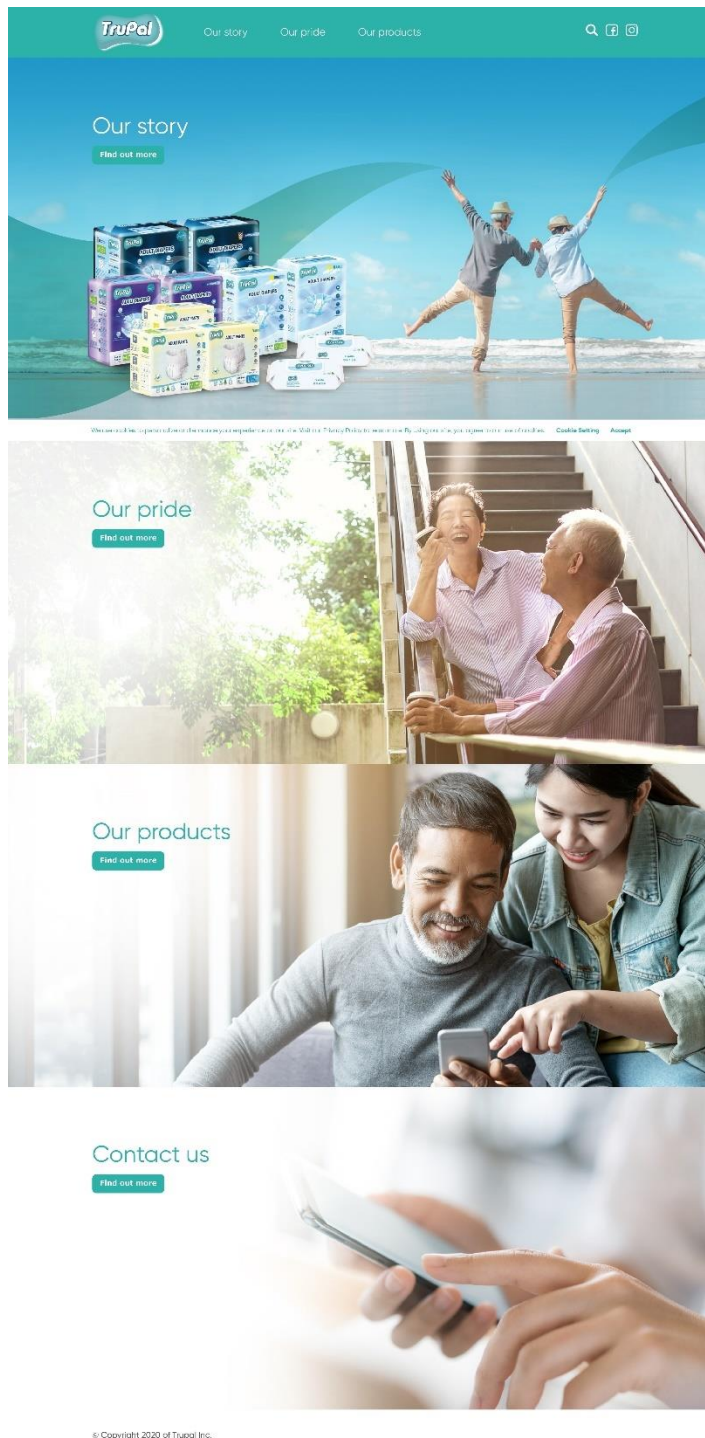


Figure 2.1: Trupal landing page

## 2. Our Story

### i. Our Story navigation page

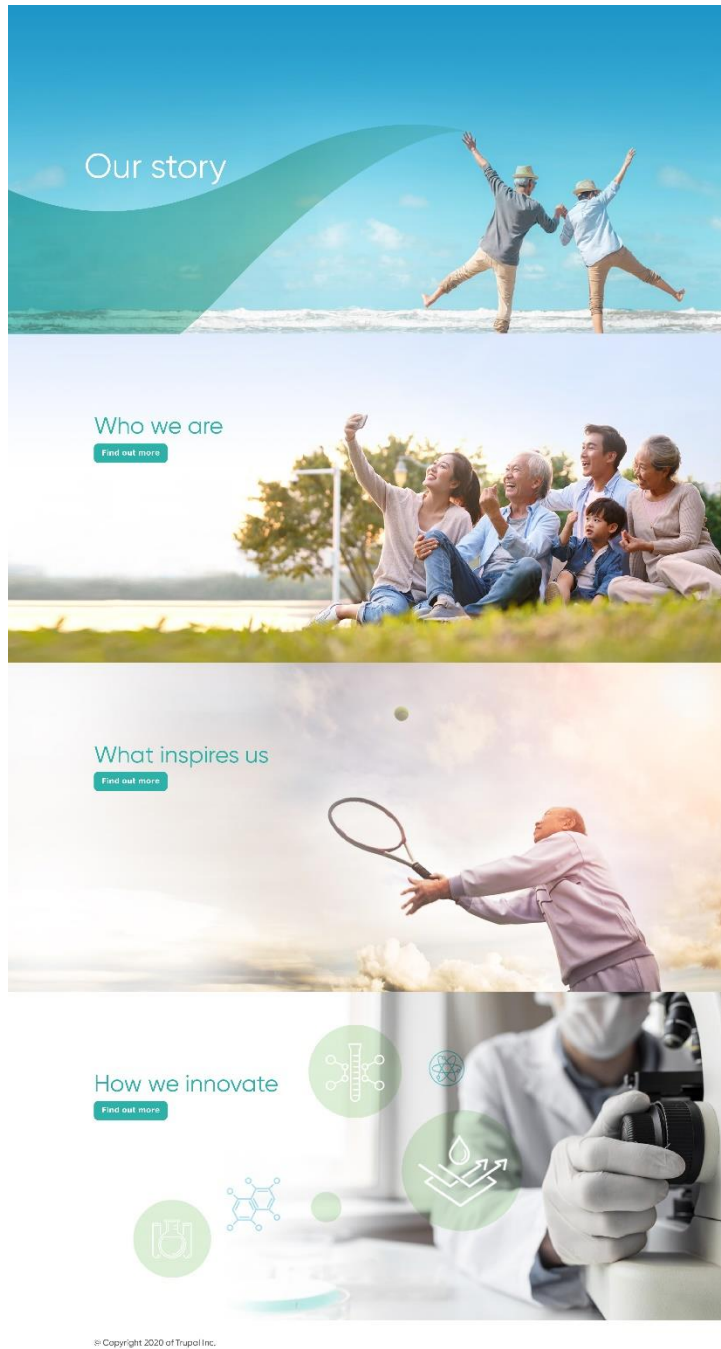



Figure 2.2: Our Story Navigation Page

ii. Who we are




Who we are

Known as MedicWorld Pharma, the healthcare arm of MBF Holdings, we began in 1963 as a highly recognised distributor of pharmaceutical and healthcare products. We carry a complete line of medical needs, from generic essentials to pharmaceutical specialties, including capsules, creams, ointments, liquids, vaccines, injectables and adult diapers/pants. With a strong purchasing and manufacturing network across Asia, we're able to offer a wide range of healthcare products to many boutique clinics and healthcare retailers at affordable prices.

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Figure 2.3: Who we are

### iii. What inspire us



What inspires us


In Malaysia, incontinence affects as much as 10% of the population. It happens not just to the elderly but adults alike.

Trupal is a brand born from our experience with people living incontinence and our understanding of the everyday challenges and long-term impact it has on their lives. With a passion towards helping people live better, we want to make life with incontinence easier for everyone, both for the users and their caregivers. Our priority is to ensure people get to enjoy quality of life, no matter what.

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Figure 2.4: What inspires us

iv. How we innovate



How we innovate

Having just the passion isn't enough. Expertise and a commitment to innovation matter just as much. This is where we take pride in our team of healthcare specialists and researchers. They have a penchant for cutting-edge technology and have been honing their expertise in developing incontinence solutions over the years. In fact, they continuously innovate and fine-tune our products to make Trupal the benchmark in comfort for incontinence.


Today, we are proud to say that Trupal has become so well-loved and widely accepted, it is a brand that people can count on for an enjoyable life without incontinence getting in the way.

-   
**WATERPROOF LEAK GUARDS**
-   
**WETNESS SIGN**
-   
**BREATHABILITY**
-   
**ALOE VERA**
-   
**QUICK DRY SYSTEM**
-   
**ODOUR CONTROL**

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Figure 2.5: How we innovate

### 3. Our Pride




**Our pride**

More than just expertise in designing products that help people live better lives with incontinence, our pride also comes from what users have to say about us. We value feedback a lot because it inspires us to be better at what we do.



**Weekend drives are no longer memories for my wife and I**  
—Kamal, Setia Eco Park

I put off weekend adventures discovering new places to eat as I was constantly worried about emergency stops to ease myself. I now wear Trupal with comfort and confidence. And it fits so well too! My wife and I are back to doing the things we enjoy!



**Comfort all day and through the night for my mum**  
— Alicia, Kuala Lumpur

Mum used to feel discomforted when she used other adult diapers and refused to wear them. It was difficult for her to get quality sleep as she would get worried about accidents. Ever since we started getting her Trupal, she is able to have quality sleep. Keeps her comfortably dry throughout the night and all day too!

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Figure 2.6: Our Pride

## 4. Our Product

### i. Product main page

The product main page features a hero image of a man and a woman looking at a smartphone. Below the image is the text "Our products" and a paragraph: "You can find TruPal in most pharmacies, hospitals and other healthcare-related facilities including healthcare stores in stores. We have a wide selection of solutions to meet your different needs, from Value, Supreme and Premium to Pure and even wet wipes." Below this are two video thumbnails: "TruPal Adult Diapers Designed for Comfort" and "TruComfort". The main content area is a grid of product images with labels: Value Series, Supreme Series, Premium Series, Adult Series, and Wet Wipes.

Our products

You can find TruPal in most pharmacies, hospitals and other healthcare-related facilities including healthcare stores in stores. We have a wide selection of solutions to meet your different needs, from Value, Supreme and Premium to Pure and even wet wipes.

TruPal  
Adult Diapers Designed for Comfort

TruComfort

Value Series

Supreme Series

Premium Series

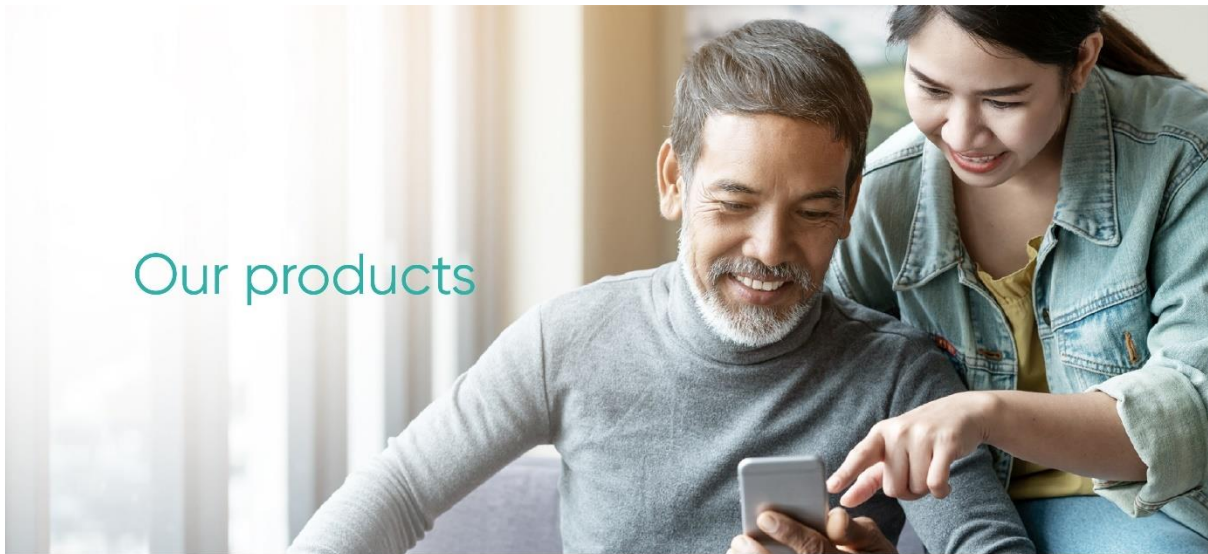
Adult Series

Wet Wipes

© Copyright 2023 by TruCare Inc.

Figure 2.7: Product main page

ii. Targeted product page



## Premium Series

Super absorbent dual-core to keep you drier longer. With wetness indicator and odour control for all-night peace of mind.

[Buy now](#)

### Products

Value Series

Premium Series

Wet Wipes

Supreme Series

Adult Series

[Back](#)

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Figure 2.8: Single-Product page

## 5. Contact Us

# Contact us

Get in touch

**Trupal**  
**1st Floor, No. 17,**  
**Jalan Barat,**  
**Petaling Jaya, Selangor 46200**  
**Malaysia**

**[pharmacy@mbfh.com.my](mailto:pharmacy@mbfh.com.my)**  
**+603-7932 1702**



Send us a message for business opportunities

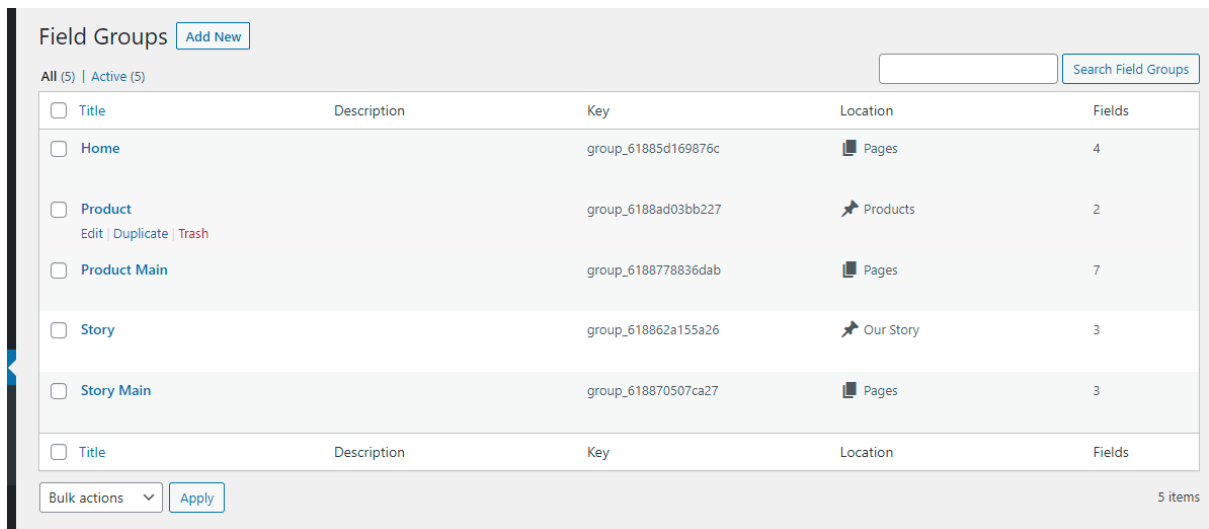
[Click here](#)

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Figure 2.9: Contact us

## Phase II – Back-end Design

### 1. Advanced Custom Field (ACF)



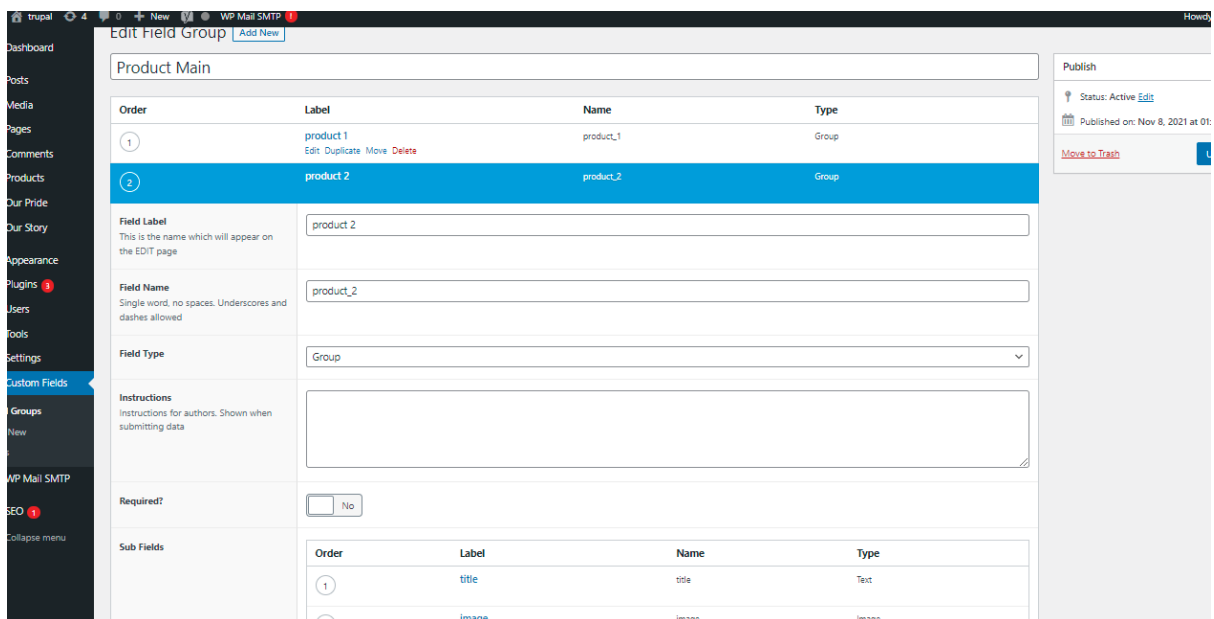
Field Groups [Add New](#)

All (5) | Active (5)  [Search Field Groups](#)

<input type="checkbox"/>	Title	Description	Key	Location	Fields
<input type="checkbox"/>	Home		group_61885d169876c	Pages	4
<input type="checkbox"/>	Product		group_6188ad03bb227	Products	2
<input type="checkbox"/>	Product Main		group_6188778836dab	Pages	7
<input type="checkbox"/>	Story		group_618862a155a26	Our Story	3
<input type="checkbox"/>	Story Main		group_618870507ca27	Pages	3
<input type="checkbox"/>	Title	Description	Key	Location	Fields

Bulk actions  5 items

Figure 2.10: ACF 1



Edit Field Group [Add New](#)

Product Main

Order	Label	Name	Type
1	product 1	product_1	Group
2	product 2	product_2	Group

**Field Label**  
This is the name which will appear on the EDIT page

**Field Name**  
Single word, no spaces. Underscores and dashes allowed

**Field Type**

**Instructions**  
Instructions for authors. Shown when submitting data

**Required?**  
 No

**Sub Fields**

Order	Label	Name	Type
1	title	title	Text
2	image	image	Image

**Publish**  
Status: Active [Edit](#)  
Published on: Nov 8, 2021 at 01:00  
[Move to Trash](#)

Figure 2.11: ACF 2

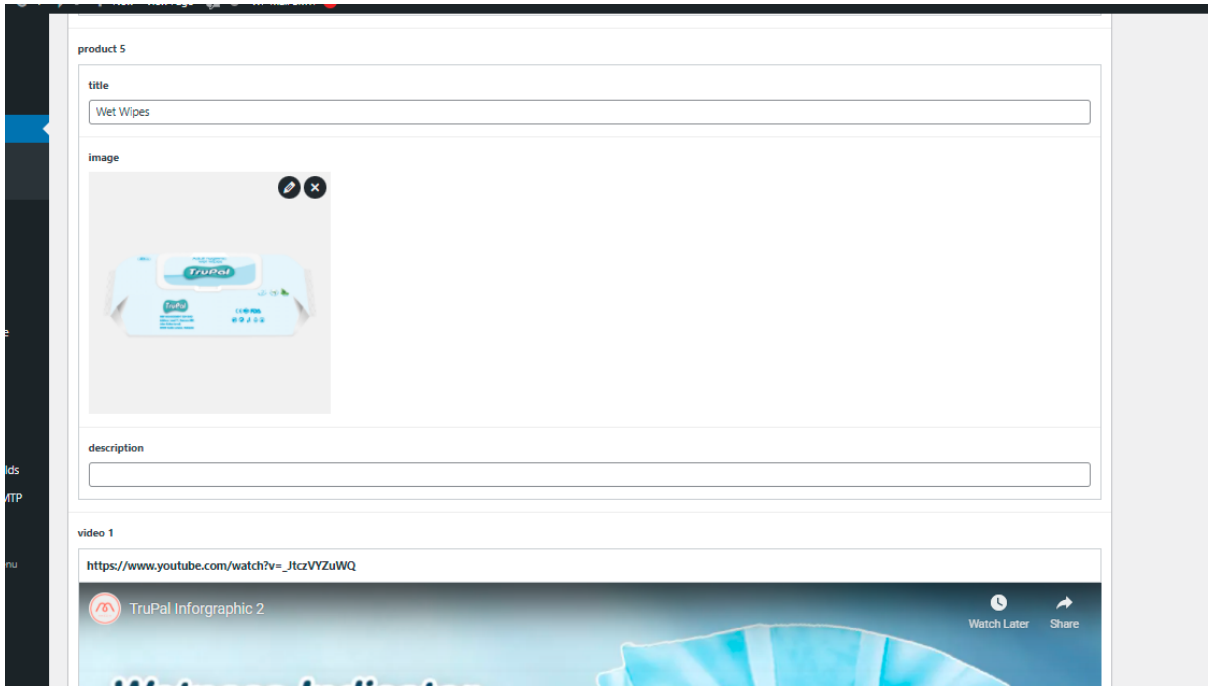


Figure 2.12: ACF insert data

```

front-page.php
1  <?php get_header(); ?>
2  <?php
3  $banner1 = get_field('page_banner_1');
4  $banner2 = get_field('page_banner_2');
5  $banner3 = get_field('page_banner_3');
6  $banner4 = get_field('page_banner_4');
7  ?>
8  <div class="jumbotron jumbotron-fluid">
9  
10 <div class="jumbotrontitle" style="background: none;">
11 <br>
12 <h1 style="color: #429792; line-height: 5rem;"><?=> $banner1['title']; ?>
13 <div data-aos="zoom-in">
14 <a href="<?php echo site_url('/our-story'); ?>"><button class="btn btn-frontpage">Find our
15 </div>
16 </h1>
17 </div>
18 </div>
19 <div class="jumbotron jumbotron-fluid">
20 
21 <div class="jumbotrontitle">
22 <br>
23 <h1 style="color: #429792; line-height: 5rem;"><?=> $banner2['title']; ?>
24 <div data-aos="zoom-in">
25 <div class="accordion"><button class="btn btn-frontpage">Find out more</button></div>
26 </div>
27 </h1>
28 </div>
29 </div>
30 <div class="panel0">
31 <div class="ourstorybox" style="background-color: #d7f1f9; margin: 0; padding: 0; position: relative;">
32 <div style="padding: 40px 6vw;">

```

Figure 2.13: ACF fetch data coding



WP Mail SMTP: HTML Test email to firdaus@gravitas.my Inbox x



**trupal** <firdaus@gravitas.my>  
to me ▾

Tue, 23 Nov 2021, 07:25 ☆ ↶

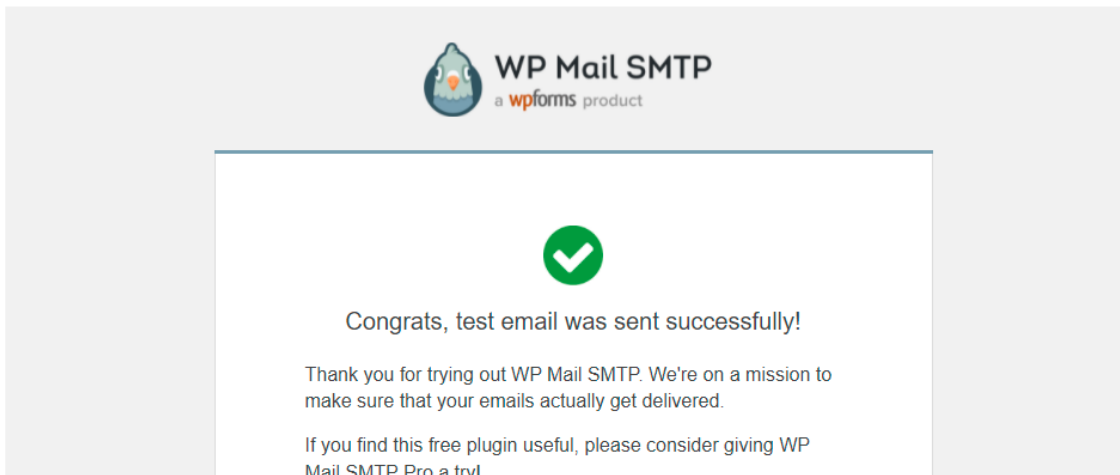


Figure 2.16: WP Mail SMTP send e-mail

### 2.2.5. System Testing

All the system testing was test by the lead dev department which is my support for this project. As a result, all of this are working fine:

- i. The website is responsive
- ii. All button can be use
- iii. E-mail can be send
- iv. ACF plugins can be use

### 2.2.6. Hardware and Software used

List of hardware and software that are used to execute all the works are as stated in Table 2.1 and Table 2.2.

**Table 2. 1 Hardware used for executing the works**

<b>Hardware</b>	<b>Specification</b>
Processor	Intel(R) Core(TM) i5-6300U CPU @ 2.40GHz 2.50 GHz
RAM	12 GB
Graphic Card	Integrated graphic cars
Input Medium	Mouse, Laptop Keyboard
Output Medium	Laptop Screen

**Table 2. 2 Software used for executing the works**

Operating System	Window 11
Programming Language	PHP, JavaScript, HTML, CSS
Development Tools	VS Code LocalbyFlywheel Chrome

### **2.2.7. Time period to complete all task**

Time period to complete Trupal website is from 26<sup>th</sup> October 2021 until 30<sup>th</sup> November 2021.

### **2.2.8. Theoretical and Practical Knowledge**

To successfully perform the task, you must have a fundamental of languages that use on WordPress. Basically, HTML is enough to design the front-end of the website but in order to add colour, shadow, grid, and animation into the front-end design, CSS knowledge is a must. To add more unique feature into the website, you must use JavaScript and jQuery, both are like extension that can manipulate the content inside HTML and CSS. Lastly, the most important part is the back-end process which need to use PHP to fetch and send data between database and server.

### **2.2.9. Problem faced during practical**

The problem face while performing this project is that the WordPress is a very new to me. At first, I did not expect that WordPress will even use programming language because I have seen one before that just use an elementor without programming at all. That is not the main problem yet, the main problem is when to use the plugins, the plugins will have its own style of writing the code, so I need to google and ask the lead Dev for some insight. WordPress will not allow to use to write code like HTML and normal PHP since it have a file call functions.php, this file will be the main connector between other different type page that use different language such as php, html, CSS and JavaScript and also all functions need to e declared here.

## **2.3. Project 2 – Google Sheets: Office Capacity Calculator**

### **2.3.1. Introduction**

The company want to build an Office Capacity Calculator using google sheets, this project will allow employee inside the company to see their busy level, work hours, and project assigned to them. Using the formula inside the google sheets, the developer need to classify all projects, employee name, project duration, months, days, time and synchronize the all to have one output that shows thee busy level of the employee.

### **2.3.2. Objective of Project / Training**

The main objectives are:

- i. To be able to classify each project, name, department.
- ii. To be able to use google sheets formula
- iii. To be able combine a few sheets to give a different output.

### **2.3.3. Project Planning and Analysis**

This task was given by the supervisor himself. The google sheets must fulfil all the requirements below:

- i. The sheets must have employee name, projects, project duration, busy level.
- ii. Each project must can be assigned to many employees.
- iii. Each project has its own difficulty.
- iv. Each employee will have their involvement percentage to for each project.
- v. Each project will have start-date and end-date to get the project duration.
- vi. Each month will have 4 weeks which are 20 days, each working days will be 8 hours.
- vii. Calculate employee busy level and project assigned for each month using ii, iii, iv, v, vi.

### 2.3.4. Project Implementation and Result.

#### 1. Employee sheets

- i. The employee sheets will allow employee to key in their name, and choose their department.
- ii. The employee sheets will allow any employee inside the company to see how many people is in their department and each employee task or busy level of that specific month.

#	NAME	ROLE	ROLE LIST	Department:	Name:	Difficulty:	Work
1	Syafeeq	Godfather	Creative	Strategist	Teruyuki		
2	Teruyuki	Developer	Strategist	Total Employee: 3	Total Project: 7		
3	Firdaus	Developer	Developer	Employee:	Project:		
4	Fitri	Strategist	Designer				
5	Wafii	Designer	HR	Fitri	SG Global Single Landing Pa	66.00%	
6	Nabhan	Developer	tambah	Tya	SUKA Society Donation	78.00%	
7	Yasmeen	Developer		Another	Gravitas Digital Staging	12.00%	
8	Nizam	Developer			Grant Agri	68.00%	
9	Tya	Strategist			Taylor Staging	20.00%	
10	Wak	HR			Theia Staging	66.00%	
11	Cherish	Creative			Test	37.00%	
12	Semua	Creative					
13	Another	Strategist					
14	sesapa	Developer					
15	Azam	tambah					

Figure 2.17: Employee sheets

#	NAME	ROLE	ROLE LIST	Department:	Name:	Difficulty:	Work
1	Syafeeq	Godfather	Creative	Strategist	Nabhan		
2	Teruyuki	Developer	Strategist	Total Employee: 3	Total Project: 8		
3	Firdaus	Developer	Developer	Employee:	Project:		
4	Fitri	Strategist	Designer				
5	Wafii	Designer	HR	Fitri	SG Global Single Landing Pa	66.00%	
6	Nabhan	Developer	tambah	Tya	SUKA Society Donation	78.00%	
7	Yasmeen	Developer		Another	Gravitas Digital Staging	12.00%	
8	Nizam	Creative			Grant Agri	68.00%	
9	Tya	Strategist			FantasyXchange Staging	99.00%	
10	Wak	Developer			SG Support Annual Report	5.00%	
11	Cherish	Designer			Test	37.00%	
12	Semua	HR			Test 2	40.00%	
13	Another	tambah					
14	sesapa	tambah					
15	Azam	tambah					

Figure 2.18: Employee sheets dropdown

## 2. Project Sheets

Project sheets will contain:

- i. Difficulty
- ii. Start-date
- iii. End-date
- iv. Days (Duration)
- v. Lead project
- vi. Support
- vii. Team members
- viii. Involvement for every employee that is assigned to.

	A	B	C	D	E	F	G	H	I	J	K	L
1	PROJECT	DIFFICULTY	START-DATE	END-DATE	DAYS	LEAD	Involvement	SUPPORT	Involvement	TEAM 1	Involvement	TEAM
2	SG Global Single Landing Page Influencer	66%	1 January	28 January	27	Teruyuki	30%	Firdaus	10%	Fitri	10%	Syafeeq
3	SUKA Society Donation	78%	1 February	8 April	66	Syafeeq	50%	Firdaus	50%			
4	Gravitas Digital Staging	12%	1 January	6 January	5	Fitri	50%					
5	Grant Agri	68%	1 February	18 April	76	Nabhan	20%	Wafii	40%			
6	FantasyXchange	99%	1 January	10 February	40	Firdaus	70%					
7	Test	50%	5 January	20 April	105	Syafeeq	70%					
8	Test2	23%	1 January	1 July	546	Wak	90%					
9	Test#	26%	1 February	6 February	5	Nizam	100%					
0	Test4	56%	1 March	7 April	37	Yasmeen	30%	Fitri	20%			
1	TEST5	32%	18 November	18 February	92	Firdaus	20%					
2												
3												
4												
5												
6												
7												
8												

Figure 2.19: Project sheets

### 3. Status Sheets

Status sheets will be the main output that will have the calculation of project assigned, involvement, work hours and busy level for each specific month.

	A	B	C	D	E	F	G	H	I	J	K	L	
1						JANUARY				FEBRUARY			
2	NAME	PROJECT ASSIGNED	SUM INVOLVEMENT	PROJECT ASSIGNED	WORK DAYS	WORK HOURS	INVOLVE MENT	BUSY LEVEL	WORK DAYS	WORK HOURS	INVOLVE MENT	BUSY LEVEL	
3	Syafeeq	3	120%		20	112	70%	70%	30	288	120%	120%	
4	Teruyuki	1	30%		20	48	30%	30%	0	0	0%	0%	
5	Firdaus	4	150%		20	128	80%	80%	30	360	120%	150%	
6	Fitri	3	70%		20	96	60%	60%	0	0	0%	0%	
7	Wafii	1	40%			0	0%	0%	30	96	40%	40%	
8	Nabhan	1	20%			0	0%	0%	30	48	20%	20%	
9	Yasmeen	1	30%			0	0%	0%		0	0%	0%	
10	Nizam	1	100%			0	0%	0%	5	40	100%	17%	
11	Wak	1	90%		20	144	90%	90%	30	216	90%	90%	
12													
13													
14													

Figure 2.20: Status sheets

### 4. Calculation

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	PROJECT	START-DATE	END-DATE	START - MONTH	DAYS	MONTHS	DAYS w/o Holidays	JAN WORK DAYS	FEB WORK DAYS	MARCH WORK DAYS	APRIL WORK DAYS	MAY WORK DAYS	JUN DA
2	SG Global Single Landing Page Influencer	2022-01-01	28 January	1	27	0		27	0	0	0	0	0
3	SUKA Society Donation	1 February	8 April	2	66	2		NOT STARTED	30	30	6	0	0
4	Gravitas Digital Staging	1 January	6 January	1	5	0		5	0	0	0	0	0
5	Grant Agri	1 February	18 April	2	76	2		NOT STARTED	30	30	16	0	0
6	FantasyXchange	1 January	10 February	1	40	1		30	10	0	0	0	0
7	Test	5 January	20 April	1	105	3		30	30	30	15	0	0
8	Test2	1 January	1 July	1	546	18		30	30	30	30	30	30
9	Test#	1 February	6 February	2	5	0		NOT STARTED	5	0	0	0	0
10	Test4	1 March	7 April	3	37	1		NOT STARTED	NOT STARTED	30	7	0	0
11	TEST5	18 November	18 February	11	92	3		NOT STARTED	NOT STARTED	NOT STARTED	NOT STARTED	NOT STARTED	NO
12													
13													
14													
15													

Figure 2.21: Calculation sheets

### 2.3.5. System Testing

System testing is done by the lead Dev. Need to fix logic error and do some improvement.

### 2.3.6. Hardware and Software used

List of hardware and software that are used to execute all the works are as stated in Table 2.3 and Table 2.4.

**Table 2. 3 Hardware used for executing the works**

<b>Hardware</b>	<b>Specification</b>
Processor	Intel(R) Core(TM) i5-6300U CPU @ 2.40GHz 2.50 GHz
RAM	12 GB
Graphic Card	Integrated graphic cars
Input Medium	Mouse, Laptop Keyboard
Output Medium	Laptop Screen

**Table 2. 4 Software used for executing the works**

Operating System	Window 11
Programming Language	MySQL
Development Tools	Chrome

### 2.3.7. Time period to complete all task

Time period to complete Office Capacity Calculator is from 14<sup>th</sup> December 2021 until 31<sup>st</sup> December 2021

### **2.3.8. Theoretical and Practical Knowledge**

The implementation of this project requires the basic logic of mathematic and combining a few formula to gain a new output. Google sheets allow to use formula inside targeted box. Each formula has its own unique design of entering data so that the data will look inside the range of data and give only appropriate value to what we are looking for.

### **2.3.9. Problem faced during practical**

The problem faced while performing the Office Capacity Calculator is that the limitation of google sheets compare to normal programming. Google sheets have its own formula and only specific data that can be use to enter inside the formula. It takes time to master google sheets and still have many undiscover of what a single formula can do. Without the right data, the calculation will be all wrong and the output will be all messed up. To understand the limitation really gives a hard time in completing this task within the time period.

## **2.4. Project 3 – Prudential Zeroheight**

### **2.4.1. Introduction**

Prudential Hong Kong wants to upgrade their styleguide documentation. The styleguide documentation contain the guideline that the company employee can refer to when developing or upgrading their products. Their current styleguide documentation only have a documentation about website and mobile application guideline. Therefore, they want to add Brand Guideline into the style guideline and also make a few adjustments to the current guideline.

### **2.4.2. Objective of Project / Training**

The main objectives are:

- i. To learn new style guideline by zeroheight
- ii. To design wireframe website before designing the style guideline.
- iii. To be able to use 3<sup>rd</sup> party website to create a styleguide and integrate it inside zeroheight

### **2.4.3. Project Planning and Analysis**

The meeting with Prudential Hong Kong was done on 23<sup>rd</sup> November 2021, the meetings end with result:

- i. Create a new site-map based on the content given.
- ii. Design a wireframe website using adobe XD.
- iii. Upgrade the Prudential styleguide documentation website using zeroheight.
- iv. Create a new styleguide using figma website.

### **2.4.4. Project Implementation and Result**

# Phase I – Sitemap design

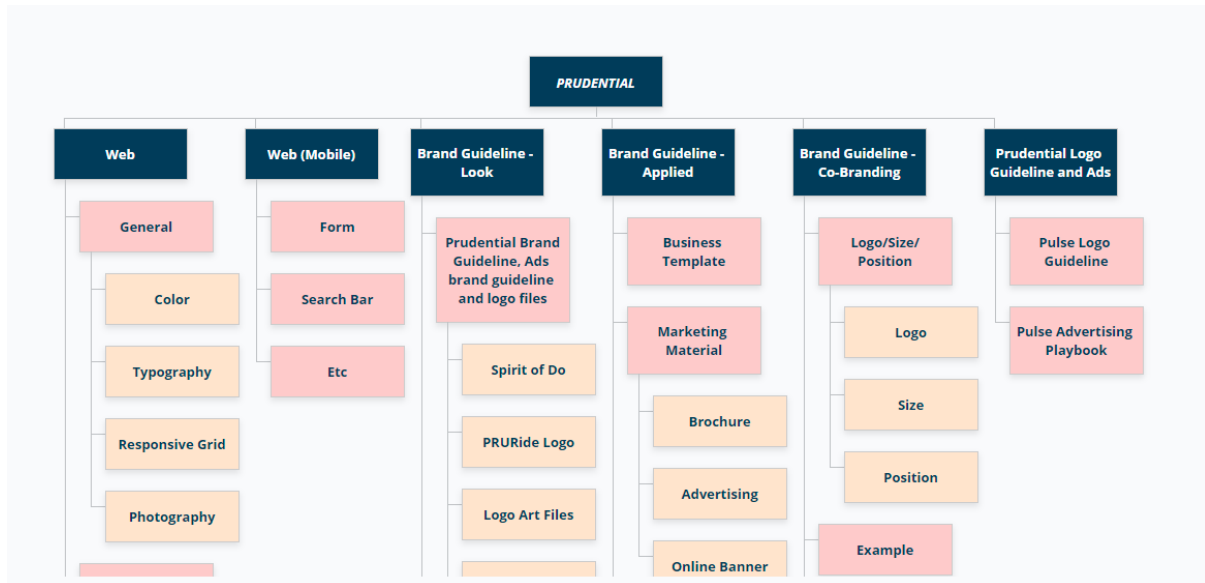


Figure 2.22: Prudential site-map

# Phase II – Wireframe Design

## 1. Homepage

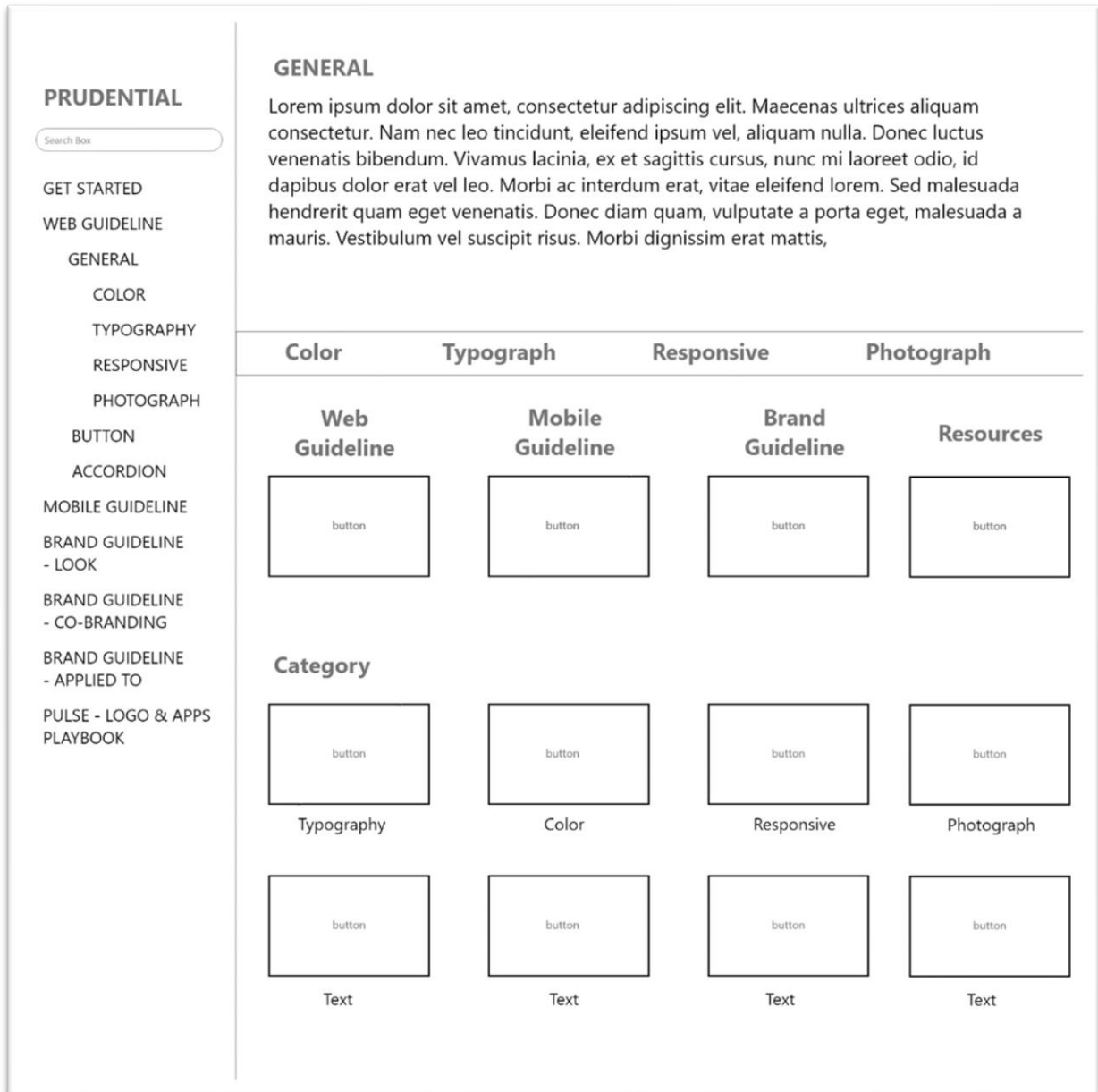


Figure 2.23: Homepage Wireframe

## 2. Brand guideline page

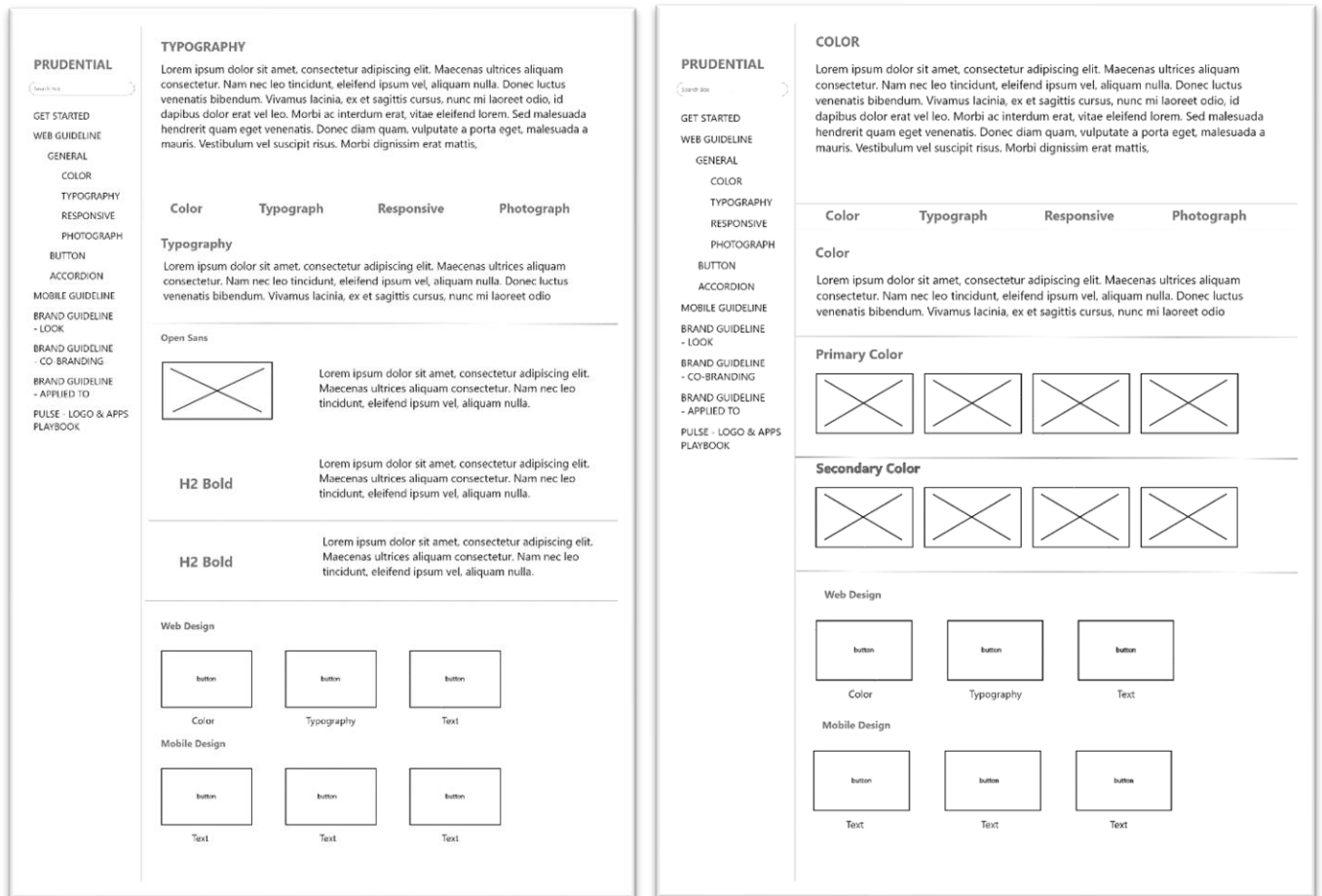


Figure 2.24: Brand Guideline wireframe

## Phase III – Zeroheight website

### 1. Introduction page

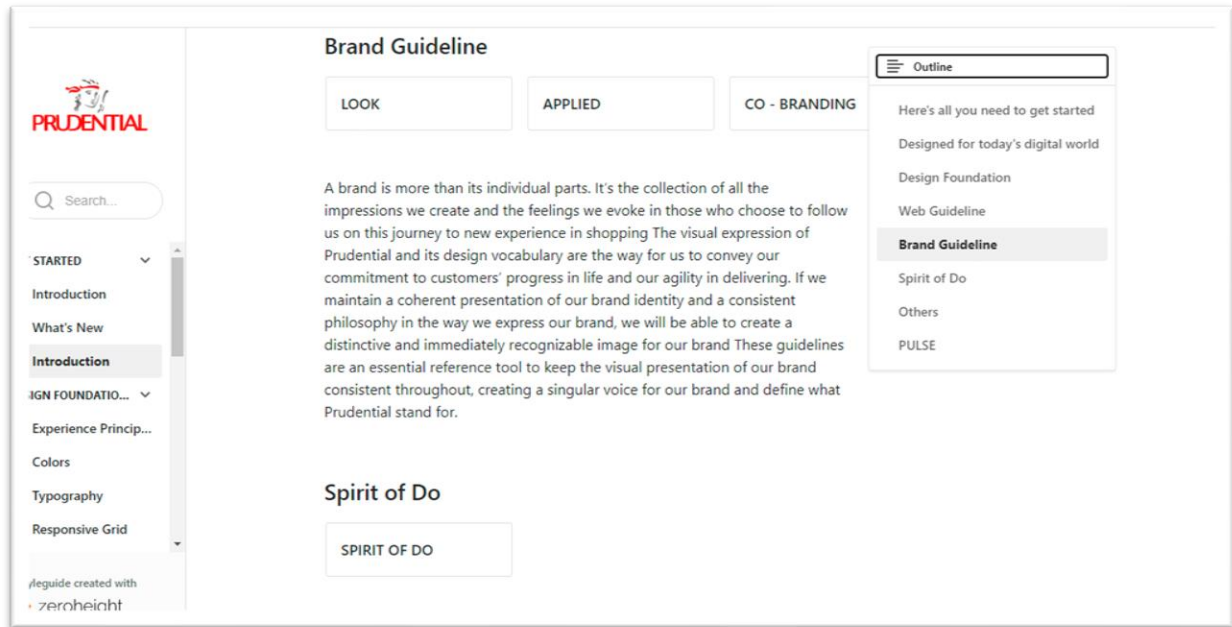


Figure 2.25: Introduction page

## 2. Content page

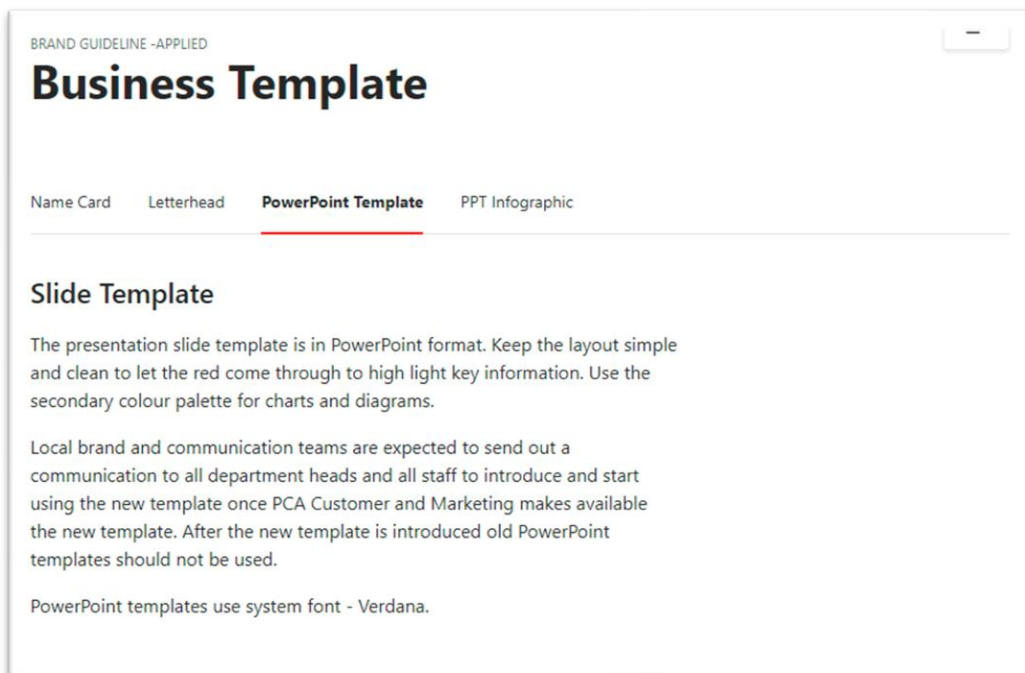


Figure 2.26: Upper part of content page

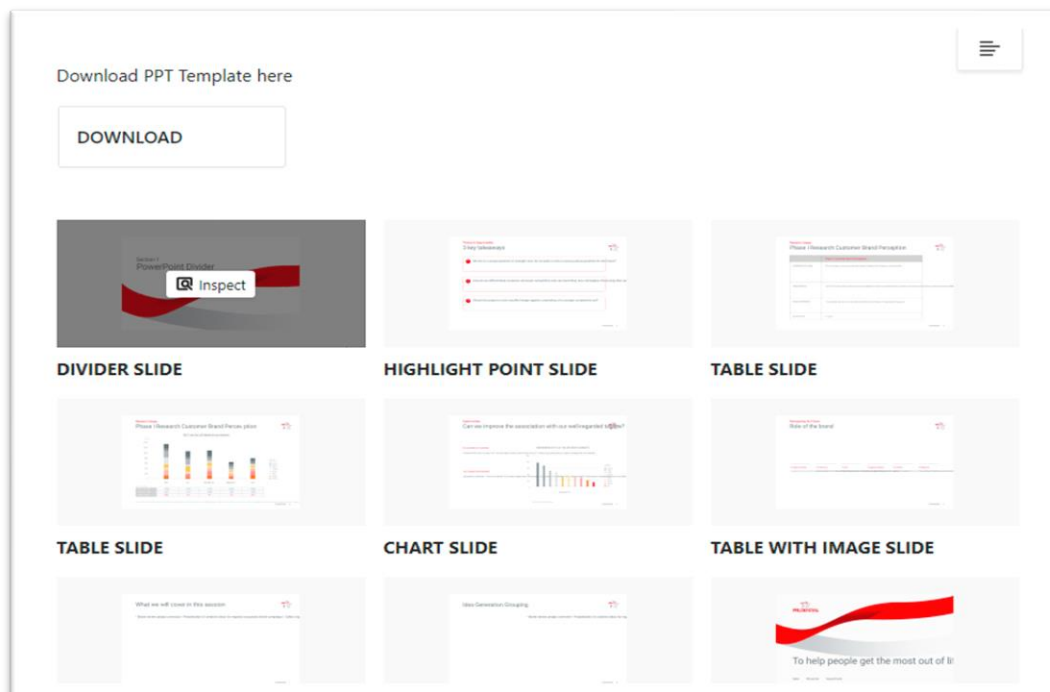


Figure 2.27: Bottom part of content page

#### 2.4.5. System Testing

System testing will be done by lead Dev.

#### 2.4.6. Hardware and Software Used

List of hardware and software that are used to execute all the works are as stated in Table 2.5 and Table 2.6.

**Table 2.5 Hardware used for executing the works**

<b>Hardware</b>	<b>Specification</b>
Processor	Intel(R) Core(TM) i5-6300U CPU @ 2.40GHz 2.50 GHz
RAM	12 GB
Graphic Card	Integrated graphic cars
Input Medium	Mouse, Laptop Keyboard
Output Medium	Laptop Screen

**Table 2.6 Software used for executing the works**

Operating System	Window 11
Programming Language	-
Development Tools	Chrome Adobe AI Adobe XD

#### 2.4.7. Time period to complete all task

Time period to complete Prudential Zeroheight is from 23<sup>rd</sup> November 2021 until 17<sup>th</sup> February 2022.

#### **2.4.8. Theoretical and Practical Knowledge**

The implementation of this project requires basic skills in designing. The first thing that need to do after the site-map is done is to create a wireframe design. The wireframe will be done using Adobe XD which we can freely design the wireframe based on our preference. After the wireframe, then the second thing we need is to use figma website to insert the Adobe Illustrator (AI) file to create a new styleguide. Zeroheight will need to use external website such as figma to add more styleguide into the content.

#### **2.4.9. Problem faced during practical**

The first problem faced during this project was to design the site-map, the content inside the pdf is to many and not just one pdf. Make it harder to classify every and each content.

Second is the wireframe design. I am able to freely choose whatever I want with the wireframe and using whatever software I want. First, I tried the Uizard website but the design is not accepted by my company supervisor also it has so much limitation that making the wireframe look bad. Second, I change the Uizard website to Adobe XD. Adobe XD is much complicated then Uizard but the design is very nice. It took too much of my time to learn Adobe XD and switch wireframe design from Uizard to Adobe XD.

Third is the zeroheight website, zeroheight website have many limitations such as we cannot modify the left navigation bar, navigation tab and the rules to add content is to insert it by row. This gives me a hard time in designing the wireframe because I need to study about zeroheight first and understand its limitation. Next is the styleguide must be from external party. For example, in order to add image that can calculate accurate width and height for every little specific content inside the AI file, I need to convert the AI file into SVG code, and import it inside figma website. Only then I can insert the styleguide into zeroheight. The process are complicated but the result are awesome.

## **2.5. Summary**

As a summary, I did three projects while I did my internship in Gravitass Digital which the first one is to create a website using WordPress called Trupal, the second one is to create a google sheets that can calculate the busy level of employee inside the company and the third one is to upgrade and make a revamp to the current Prudential Styleguide Documentation. Every project has its own difficulty, the google sheets project is the most difficult one since I need to follow the rule of every formula and combining some formula to get the output that I desire. For all three projects, I also need to follow some coding and the website rules to get a nice output. One has too many limitations but also have a great functionality, the other one demand a specific code that made it harder to complete the project and the last one requires me to be great at mathematic.

# CHAPTER 3

## OVERALL INFORMATION OF INDUSTRIAL TRAINING

### 3.1. Introduction

This chapter will detail the skill acquired during industrial training at Gravitas Digital (M) Sdn. Bhd. as well as reference materials used during work execution and constructive feedback on overall task performance.

### 3.2. Skills Improvement

Internship trainee can explore much of real-life experience during 20 week of internship period at Gravitas Digital (M) Sdn. Bhd. which results in a variety of changes in skills such as programming abilities, technical abilities, communication abilities, and social and practical abilities.

#### 3.2.1. Programming Skills

Internship trainee at Gravitas Digital is exposed to varieties of programming language and framework such as HTML, CSS, JavaScript, PHP, Python, and MySQL. Trainees will need to do self-exploration with company resources while working on projects that require programming such as developing or revamping a website.

#### 3.2.2. Technical Skills

Internship trainee is needed to improve their own technical skills such as troubleshooting or improving the design of the website. Trainees may need to be able to try and error every possible solution that they can think of. Trainees need to play with CSS to improve their skills in colouring, shaping and animating the content based on the trainee's technical skills.

### **3.3.3. Communication Skills**

Developer department inside Gravitas need to attend at least three meetings per week. The first meeting is on Monday where the employees will discuss about what have they done for last week project. The second meeting is the Developer Team meeting where all developer needs to gather together every Thursday and discuss about their works. The last meeting is called Perhimpunan where all employees need to be there if there is announcement to be make. As a result, every employee will be able to communicate, update their work together with everyone.

### **3.2.4. Social and Practical Skills**

Gravitas Digital have its own holiday where every employee may join to play some games together. During my internship period, the company already have 2 gatherings where the games are badminton and paint ball.

Also as stated in point 3.3.3., we Developer department have at least three meetings per week and after every meeting we usually start to do some conversation out of working environment like what movies do we like and how is our days. This will improve the positive and good relationship between employees.

## **3.3. Reference Material**

Reference material that can be use while carrying the task is the internet, where various of resources I can gain just from the internet. I usually use StackOverflow, GitHub, W3Schools, jQuery, Bootstrap, font-awesome and the most ultimately is google search engine. If I cannot find any reference from the internet, I also able to ask Lead Dev or any employee inside Developer Department for them to help me.

## **3.4. Constructive Comments**

In general, a special thank you to my company supervisor Mr Syafeeq Zaki also known as the CEO of the company who is willing to accept me for my internship training for this whole 20 weeks. The knowledge and experience I gain from this is truly a treasure for me. I also got the big picture of how the company in real-life works. I also met many new friends which are more intelligent than me, which I really admire them and their skills are not a joke. I also like the company working environment where I can ask anybody for help since we use Discord as our main communication channel when we work from home or in the office. So, even if we are not in the office, the employees can still communicate efficiently with each other. This shows how effective the CEO and also the employees inside Gravitass Digital.

### **3.5. Summary**

As a summary, this chapter contain general information of the industrial training at Gravitass Digital (M) Sdn. Bhd. for the whole 20 weeks during the internship period which also include the things that have been learned, how employees communicate, reference material, constructive comment and how to upgrade ourself.

# CHAPTER 4

## CONCLUSION

### 4.1. Overall Achievement

Internship training program gives a student opportunity to experience real-life working environment in related industry. Throughout 20 weeks of training under Gravitass Digital (M) Sdn. Bhd. The internship provides new knowledge and experience in this era of IT. Based on Appendix A tasks, I was given time to study python, I also get to create a website using WordPress, play with Google Sheets and finally do a styleguide documentation for Prudential.

The achievement I got during this internship period is new programming language which is python. I get to code and design a website from scratch following the design that client give, I have to utilize my CSS skills to create a same output as they demand. I also get to create something with google sheets, by combining a few formula that I never know exists, I manage to gain some outputs that can be considered as great achievement for me. Lastly, I learn how to design a wireframe website using Adobe XD. I specifically specify every content inside pdf and classify them into a few groups, making a wireframe from them. After the wireframe is done, I continue in making the styleguide using zeroheight and figma based on the wireframe that I create.

The achievement I got from the task that I have done during 20-week period of time really honing my technical-skills, critical thinking in making decision and my problem-solving ability. Many opportunities were given to me during the internship program.

### 4.2. Problems and Execution

Overall, there are no major issues during my 20-weeks internship period with the company work environment, which includes a workspace, way of communication, laptop and any hardware of software.

However, many issues arises when I start my task. For example, I need to be familiarised with WordPress, google sheets, zeroheight, adobe XD, and figma to complete all my task. The task may look simply, but the problem-solving skills where I need to take car

both of math and syntax error while working with my project. The hardest part is to discover that the platform has a specific code or specific formula that is harder to understand.

As a result, extensive research and training are required to build the technical abilities necessary to do these duties.

#### **4.3. Opinion and Suggestion**

Generally, during the internship period, it is important to optimize and utilize every resources that you can gain while working with the company. This is also include in making good relationship and build a connection with every employee. This is because we may need help from them or their skills to solve our problems. During my internship period, accumulating experience is a very valuable lesson for me.

## REFERENCES

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- zeroheight Â· document your design systems, together*. (2015, May 22). Prudential Design System. <https://zeroheight.com/>

## Appendix A Internship Gantt Chart

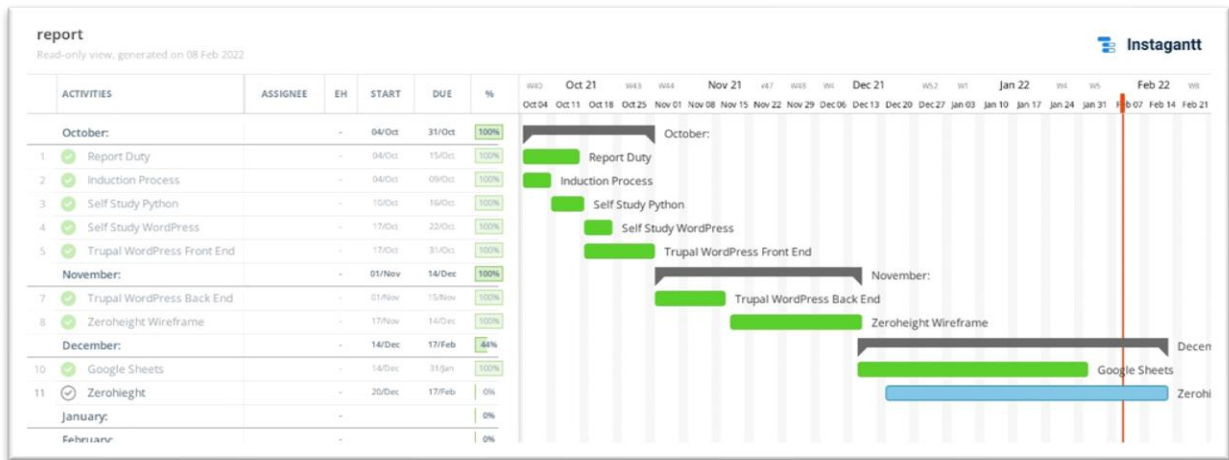


Figure A.1: Gantt Chart

## Appendix B Industrial Training Achievement & Checklists



Sekretariat Latihan Industri

Fakulti Komputeran,

Universiti Teknologi Malaysia, 81310 SKUDAI, JOHOR

Fax: 07-5565044 Tel: 07-5532008

(This form must be filled by student and must be attached in the Industrial Training report)

Student's Name : AHMAD FIRDAUS BIN ABD RASHID

Organisation : GRAVITAS DIGITAL (M) SDN. BHD.

No.	Task (List all tasks have been completed)	Month of Task Achieved				
		Month 1	Month 2	Month 3	Month 4	Month 5
1.	Self-Learning WordPress and Python	✓				
2.	WordPress Website	✓				
3.	Google Sheets: Office Capacity Calculator		✓			
4.	Prudential Styleguide Documentation Zeroheight			✓		

Deliverable/Training reflection (Outcomes that have been achieved)
<ol style="list-style-type: none"> <li>1. Learned new code Python.</li> <li>2. Learned to create custom theme in WordPress using PHP.</li> <li>3. Learned new formula in Google Sheets.</li> <li>4. Learned to design using Adobe AI, Adobe XD, and Figma.</li> </ol>

Student Signature:

Date: 16/2/2022

Approval	
<p>Organisation's Supervisor:</p> <div style="text-align: center; margin-top: 20px;"> </div> <p>..... (Signature)</p> <p>Name: Syafeeq Zaki Date: 16/2/2022</p>	<p>Faculty Supervisor:</p> <div style="text-align: center; margin-top: 20px;"> </div> <p>..... (Signature)</p> <p>Name: Dr. Nur Haliza Abdul Wahab Date: 16/02/2022</p> <p style="font-size: small; text-align: right;">                     Sekolah Komputeran, Fakulti Kejuruteraan,                      Universiti Teknologi Malaysia                      81310 Johor Bahru, Johor.                 </p>

## INDUSTRIAL TRAINING CHECKLISTS (PLACEMENT)

No.	Activities/Tasks	Tick (√)	Endorse by and date
1.	Report Duty to The Organization Approved by faculty	✓	<i>nukhaliza</i>
2.	E-mail Report Duty Verification (BLI-1D) to faculty supervisor.	✓	<i>nukhaliza</i>
3.	Upload Report Duty Verification (BLI-1D) in e-learning for course code SCSR 4114.	✓	<i>nukhaliza</i>
4.	Contact faculty supervisor to inform the job scope and organization information	✓	<i>nukhaliza</i>
5.	Fill in organization supervisor information survey in ITS	✓	<i>nukhaliza</i>
6.	<i>Update of Industrial Training site (address). Inform faculty supervisor and JKL, if any changes.</i>	✓	<i>nukhaliza</i>
7.	Updating Industrial Training Logbook online – daily basis	✓	<i>nukhaliza</i>
8.	Ensure that organization supervisor able to login to ITS successfully (Organization supervisor get ITS userid and password).	✓	<i>nukhaliza</i>
9.	Faculty Supervisor Visit. Date: <i>9 February 2022</i>	✓	<i>nukhaliza</i>
10.	Industrial Training Presentation.	✓	<i>nukhaliza</i>
11.	Performance evaluation by organisation supervisor. Online or <i>submission BLI-2B during supervisor visit.</i>	✓	<i>nukhaliza</i>
12.	Submission of Industrial Training Logbook.	✓	<i>nukhaliza</i>
13.	Submission of Industrial Training Report with checklist and achievement form as Appendix.	✓	<i>nukhaliza</i>
14.	Fill in Industrial Training Performance Evaluation by student (BLI-1E) in ITS.	✓	<i>nukhaliza</i>
15.	End Industrial Training	✓	<i>nukhaliza</i>

Note:

1. *Italic activities are optional depending on student situation.*

**IMPORTANT: This checklist must be put as attachment in the industrial training report.**

## Appendix C List of Work Tasks

### 1. Trupal WordPress website

Trupal is a pad brand for both female, and older people as well with 5 different products. The product purchase will link out to Shopee & Lazada so we don't need to integrate with a payment gateway yeah. The work will be on WordPress based build with word fence security and Advanced Custom Fields (ACF) fields.

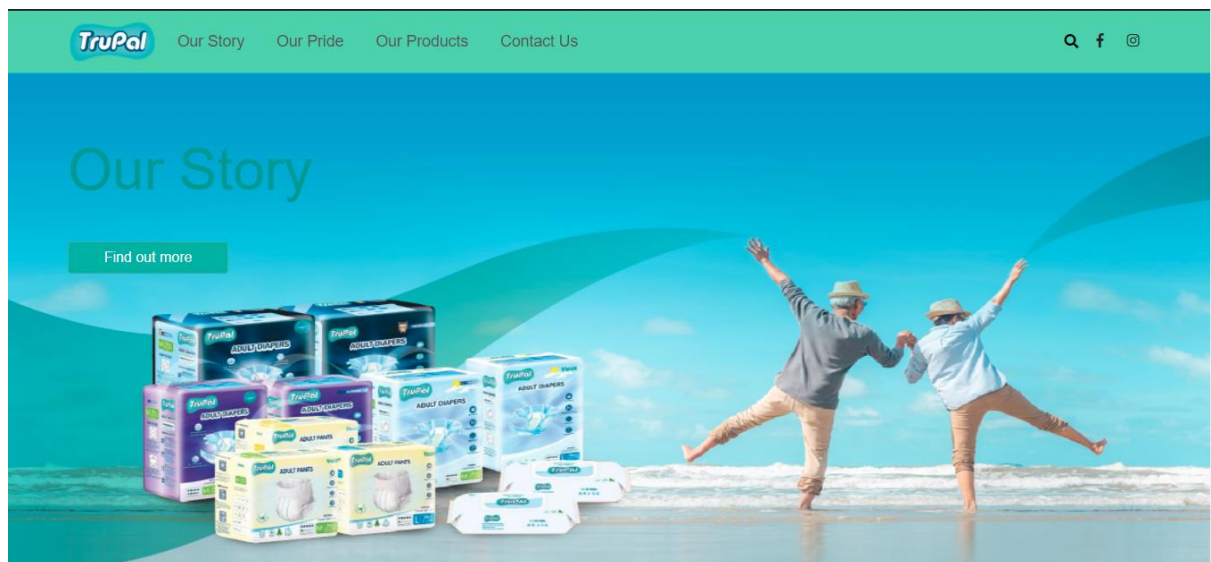


Figure C.1: Trupal WordPress

## 2. Google Sheets

The company want to build an Office Capacity Calculator using google sheets, this project will allow employee inside the company to see their busy level, work hours, and project assigned to them. Using the formula inside the google sheets, the developer needs to classify all projects, employee name, project duration, months, days, time and synchronize the all to have one output that shows thee busy level of the employee.

NAME	SUM		JANUARY					FEBRUARY				W D
	PROJECT ASSIGNED	INVOLVEMENT	PROJECT ASSIGNED	WORK DAYS	WORK HOURS	INVOLVEMENT	BUSY LEVEL	WORK DAYS	WORK HOURS	INVOLVEMENT	BUSY LEVEL	
Syafeeq	3	120%		20	112	70%	70%	30	288	120%	120%	
Teruyuki	1	30%		20	48	30%	30%	0	0	0%	0%	
Firdaus	4	150%		20	128	80%	80%	30	360	120%	150%	
Fitri	3	70%		20	96	60%	60%	0	0	0%	0%	
Wafii	1	40%			0	0%	0%	30	96	40%	40%	
Nabhan	1	20%			0	0%	0%	30	48	20%	20%	
Yasmeen	1	30%			0	0%	0%		0	0%	0%	
Nizam	1	100%			0	0%	0%	5	40	100%	17%	
Wak	1	90%		20	144	90%	90%	30	216	90%	90%	

Figure C.2: Office Capacity Calculator

### 3. Prudential Zeroheight

Prudential Hong Kong wants to upgrade their styleguide documentation. The styleguide documentation contain the guideline that the company employee can refer to when developing or upgrading their products. Their current styleguide documentation only have a documentation about website and mobile application guideline. Therefore, they want to add Brand Guideline into the style guideline and also make a few adjustments to the current guideline.

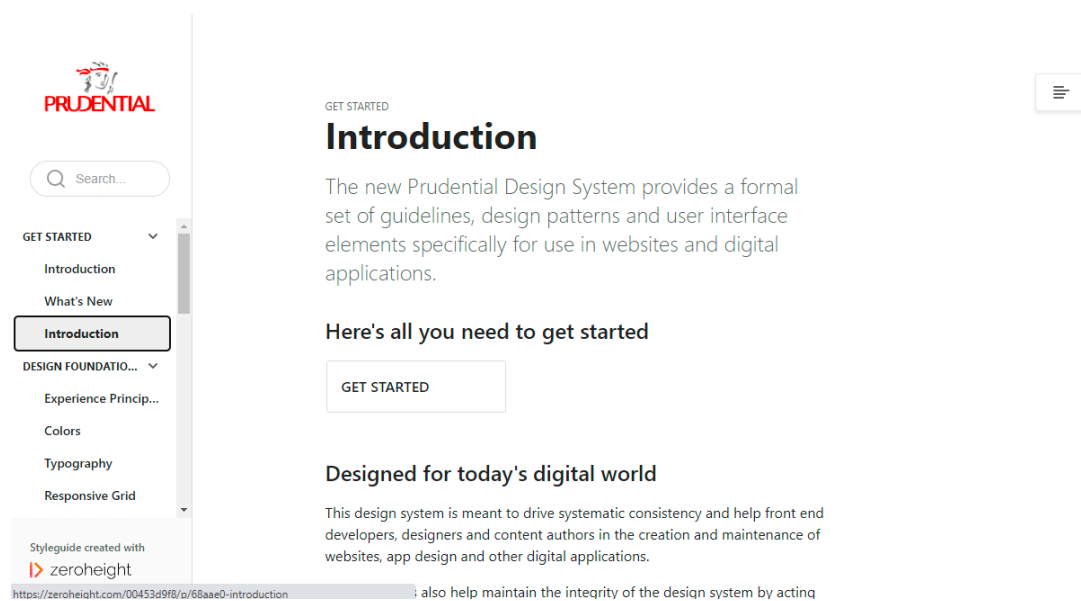


Figure C.3: Prudential Zeroheight