

WEEKLY EVALUATION OF SUPERVISOR IN COMPANY/ORGANISATION

NOTE: This form must be used together with detail daily internship activities recorded in the UTM E-portfolio website.

STUDENT DETAILS:

Name: SHAHEIN NAIM BIN AB RAHIM	I/C no: 950506-14-6883
Program: SKMM	Year of study: 3
Permanent Address: NO 4, Jln 15/3A	Contact no: 017-3029110
Seksyen 15, 43650, BDR BARU BANGI, SELANGOR	
Guardian's name: AB RAHIM BIN JUSOH	Contact no: 017-3029110
Guardian's Address: NO 4, Jln 15/3A, Seksyen 15, 43650 BDR BARU BANGI, SELANGOR	
E-portfolio web address: https://eportfolio.utm.my/user/view.php?id=17326	

ORGANISATION/INDUSTRY INFORMATION:

Organisation name: TEKSOFT (SEA) SDN BHD	
Contact no:	Fax no:
Coordinator's name: YEW KIAN SENG	Position:
Duration of training: From 18/6/2018 to	

UNIVERSITY/FACULTY DETAILS:

Faculty of Mechanical Engineering Universiti Teknologi Malaysia 81310 Johor Bahru Johor Darul Ta'zim	Faculty supervisor name: In case of emergency, please contact: Dean: 07-5534567 Deputy Dean (Academic): 07-5557051 Deputy registrar: 07-5557051 Coordinator of Industrial Training: 07-5534656
Telephone: 07-5557073 Fax : 07-5557097 E-mail : tpfkm@mail.fkm.utm.my Website : http://mech.utm.my	

Instruction to student:

- i. This form must be used together with **E-portfolio**.
- ii. Record all relevant industrial training activities (in detail) in the **UTM E-portfolio** website.
- iii. This form must be signed and stamped by industrial/organizational supervisor for assessment
- iv. **E-portfolio** to be checked weekly by industrial/organizational supervisor for assessment.
- v. **E-portfolio** to be shown to faculty supervisor during his/her industrial visit.
- vi. Any misreporting in the **E-portfolio** (logbook) will be dealt accordingly.
- vii. **Student E-portfolio website must be made accessible by both industrial and faculty supervisors for assessment.**
- viii. **This form to be attached in the final report as Appendix.**

Instruction to supervisor:

Please refer to student report in UTM student **E-portfolio** before accessing and commenting. Please provide (√) in the appropriate box.

1. Poor
2. Unsatisfactory
3. Satisfactory
4. Good
5. Excellent

WEEKLY EVALUATION OF SUPERVISOR IN COMPANY/ORGANISATION

Week:2.....

Date From:17/6..... to23/6.....

Work performance and student report:

Supervisor's signature

:

1 2 3 4 5

Name

:Yus KS......

☐	☐	☐	☒	☐
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Post & stamp

:

Date

:22/6.....

Comments:

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WEEKLY EVALUATION OF SUPERVISOR IN COMPANY/ORGANISATION

Week: 3

Date From: 24/6 to 30/6

Work performance and student report:

1	2	3	4	5
☐	☐	☐	☒	☐

Supervisor's signature

Name

Post & stamp

Date

: 
: Tau KS.
:
: 30/6



Comments:

To relate the data collection to real case
in manufacturing.

WEEKLY EVALUATION OF SUPERVISOR IN COMPANY/ORGANISATION

Week: 4

Date From: 1/7 to 7/7

Work performance and student report:

1	2	3	4	5
☐	☐	☐	☒	☐

Supervisor's signature

Name

Post & stamp

Date

: 
: Tau KS.
:
: 6/7



Comments:

WEEKLY EVALUATION OF SUPERVISOR IN COMPANY/ORGANISATION

Week: 5

Date From: 8/7 to 14/7

Work performance and student report:

1	2	3	4	5
☐	☐	☐	☒	☐

Supervisor's signature

Name

Post & stamp

Date

: 

: Yew Ks

: 

: 13/7

Comments:

The spiral ideas are not so friendly for fabrication.

WEEKLY EVALUATION OF SUPERVISOR IN COMPANY/ORGANISATION

Week: 6

Date From: 15/7 to 21/7

Work performance and student report:

1	2	3	4	5
☐	☐	☒	☐	☐

Supervisor's signature

Name

Post & stamp

Date

: 

: Yew Ks.

: 

: 20/7

Comments:

Not much output for VPL learning can be observed.

WEEKLY EVALUATION OF SUPERVISOR IN COMPANY/ORGANISATION

Week: 7

Date From: 22/7 to 28/7

Work performance and student report:

1	2	3	4	5
☐	☐	☐	☒	☐

Supervisor's signature

Name

Post & stamp

Date

: 

: Yus KS.

: _____

: 27/7.



Comments:

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WEEKLY EVALUATION OF SUPERVISOR IN COMPANY/ORGANISATION

Week: 8

Date From: 29/7 to 4/8

Work performance and student report:

1	2	3	4	5
☐	☐	☐	☒	☐

Supervisor's signature

Name

Post & stamp

Date

: 

: Yus KS.

: _____

: 3/8



Comments:

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WEEKLY EVALUATION OF SUPERVISOR IN COMPANY/ORGANISATION

Week: 9

Date From: 5/8 to 11/8

Work performance and student report:

1	2	3	4	5
☐	☐	☐	☒	☐

Supervisor's signature

Name

Post & stamp

Date



Yew KS

10/8/2018



Comments:

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WEEKLY EVALUATION OF SUPERVISOR IN COMPANY/ORGANISATION

Week: 10

Date From: 12/8 to 18/8

Work performance and student report:

1	2	3	4	5
☐	☐	☐	☒	☐

Supervisor's signature

Name

Post & stamp

Date



Yew KS

17/8/2018



Comments:

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WEEKLY EVALUATION OF SUPERVISOR IN COMPANY/ORGANISATION

Week: 11

Date From: 19/8/1 to 25/8

Work performance and student report:

1	2	3	4	5
☐	☐	☐	☒	☐

Supervisor's signature

Name

Post & stamp

Date

:

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Comments:

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Yaw KS

24/8/2018



WEEKLY EVALUATION OF SUPERVISOR IN COMPANY/ORGANISATION

Week: 12

Date From: 26/8 to 30/8

Work performance and student report:

1	2	3	4	5
☐	☐	☐	☒	☐

Supervisor's signature

Name

Post & stamp

Date

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Comments:

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Yaw KS

30/8/2018

