

Industrial Engineering Log Book Notes

<i>WEEK-1 (22 July 2020 – 25 July 2020)</i>			
<i>Num</i>	<i>Date</i>	<i>Day</i>	<i>Log/Activity</i>
1	22-07-2020	Wednesday	<p>Wednesday, 22nd of July. The first day of internship session, before entering the office area, you are required to wear a mask and also check your temperature using a screening thermometer. After implementing protocols to avoid COVID-19, I was allowed to enter the BLK office. When I entered, I immediately went to the administration room where there I met one of the employees who immediately took me around to introduce the offices and workshops at BLK Padang. There were several workshops that were introduced to me at that time that taught various skills to the trainees, including :</p> <ol style="list-style-type: none"> 1. ICT vocational 2. Manufacturing engineering vocational 3. Welding engineering vocational 4. Automotive engineering vocational 5. Electrical engineering vocations 6. Vocational construction engineering 7. Refrigeration engineering vocational 8. Electronics engineering vocational 9. Tourism vocational 10. Beauty care vocational 11. Garment apparrell vocational 12. Business management vocational <p>After getting to know the work environment at BLK, I was directed to fill in the attendance for that day in the lobby . After signing the attendance, I was taken to the location where I would work, the automotive workshop. There I met the chief automotive instructor who would be my supervisor and guide when I worked, namely Mr. Heri. After I got acquainted with Mr. Heri then I was introduced to three other automotive instructors, namely Mr. Andri, Mr. Joni, and Mr. Suardi. After we chatted for a while they invited me to explore the automotive workshop and see the various existing facilities. At 09.00 all the students who took part in the automotive class entered the workshop and they immediately gathered according to their respective groups. For this session, BLK opened two categories of learning in automotive workshops, namely cars and injection motorbikes. On that day I was introduced to the students who were there by Mr. Andri. Mr. Andri and Mr. Suardi who became the instructor for the car group and Mr. Heri and Mr. Joni for the injection motorbike group. On this day I was shown how the learning process they were doing, from theoretical learning to hands-on practice with various existing tools. At the end of the day, I have to sign my attendance return. End of Day 1.</p>
2	23-07-2020	Thursday	<p>Thursday, 23rd of July 2020. On the second day I did the procedure like the previous day, then went to the lobby to sign the attendance. Working hours at BLK are from 07.30 to 16.00 for Monday-Thursday, and 07.30 to 16.30 for Friday. After I filled out the attendance list, I immediately went to the automotive workshop. On this occasion, I was assigned to help teach the injection motorbike group. Before I could teach other students I equipped myself first and studied as a student for the next few days because the knowledge taught was a little different from what I learned in UTM aero class. Under Mr. Joni I was taught about injection machines in theory and took classes with other students. We learned about the main components of the injection motor and also their functions, what are the frequent defects in each component and how to fix them. At the end of the day, I have to sign my attendance return. End of Day 2.</p>
3	24-07-2020	Friday	<p>Friday, 24th of July 2020. Like the previous days, before entering I filled out the attendance list first. My study in theory continues, today Mr. Joni teaches about the maintenance of the injection system and maintenance of free play gas throttle for injection motorcycles. After learning in theory until 12.00, practical learning was carried out after that to see how to treat the injection motorcycle directly. Starting from dismantling the body frame on the motorbike to seeing and</p>

			identifying the components of the injection system on a motorcycle. Then do maintenance on the free play throttle gas. Each student being taught, including myself, was given the opportunity to take turns doing maintenance. The motor used was a Honda Beat Street motorcycle produced in 2018. After conducting practical classes we were assigned to tidy up existing equipment and tools and put them in their original place. Before going home I filled out the attendance again. End of Day 3.
4	25-07-2020	Saturday	OFF-DAY

Company Supervisor Signature



Heri Purwanto
(Chief of Automotive Instructor)

WEEK-2 (26 July 2020 – 1 August 2020)			
Num	Date	Day	Log/Activity
5	26-07-2020	Sunday	OFF-DAY
6	27-07-2020	Monday	Monday, 27 th of July. This is my second week doing an internship at the BLK. Before entering the gate, as usual everyone that enter the BLK would have their temperature checked using a thermometer. After checking the first thing I did was sign my attendance list. Today we were taught about the maintenance of the filtration system and also the adjustment of the clutch on injection motorbikes. Mr. Heri teaches about the filtration system and clutch in theory, then after all the theories have been taught the students are assigned to divide them into 4 groups of 5 students each. Before doing the practice we were assigned to take the tool box in groups, each group had to make a list of the names and the number of tools available in each of their respective group tool boxes. In this practice, 2 groups will perform maintenance on the filtration system and 2 groups will perform maintenance on the clutch system. Then each group will take turns to do what the other groups did before. After the class is finished, each group is assigned to tidy up their respective tools. Before going home, as usual, I filled out the attendance again. End of Day 4.
7	28-07-2020	Tuesday	Tuesday, 28 th of July. After checking my temperature before entering, I immediately filled out today's attendance list. Today, we are taught about checking the lubricating system of the engine and also maintaining the spark plugs. For the material, this time the class was carried out practically and divided into groups as usual. Mr. Joni gave instructions for each group to take their respective tool boxes. First, he taught how to check the oil on a motorcycle by opening the oil cover and looking at the indicator line marking the amount of oil available. Then we learned how to care for the spark plug and studied the indication of damage to the spark plug by measuring the gap in the spark plug gap with a special tool. Each student does this in turn. After finishing the tool box is tidied up and returned to its original place. I filled out the attendance to go home. End of Day 5.
8	29-07-2020	Wednesday	Wednesday, 29 th of July. After filling in the attendance list, after that I go to automotive workshop. Today I was assigned to share my experiences studying at UTM and what I learned there. After that Mr. Joni teaches about how to replace and adjust the wheel chain on a motorcycle. Before starting the practice each group took their own tool box. Mr. Joni practices how to replace the wheel chain, from loosening the bolts to adjusting the wheel chain as before. Then each group took turns doing it. The motorcycle used is Honda's Supra X 125. At the end of the lesson, each tool box is placed in its original place. I sign the attendance for today again. End of Day 6.
9	30-07-2020	Thursday	Thursday, 30 th of July. In the morning, approximately at 8.00 A.M, Mr. Heri invited me to visit another workshop at the BLK, namely the manufacturing workshop. There I met Mr. Anto, he showed how the printing process with a 3D printing machine. Then I tried to design using SOLIDWORK software to try to use the 3D printing machine. There I learned how to design properly with good precision too. I told him that I had studied manufacturing before but had never directly used a 3D printing machine. At 11.00 I returned to the automotive workshop with Mr. Heri. That afternoon I continued my study about setting the braking system that was taught by Mr. Joni. After he gave an example, I was told to try to make these adjustments. Before going home I sign the attendance. End of Day 7.
10	31-07-2020	Friday	Friday, 31 st . Eid Adha 1441 Hijriyah.
11	1-08-2020	Saturday	OFF-DAY

Company Supervisor Signature

A handwritten signature in black ink, appearing to be 'HP', written over a horizontal line.

Heri Purwanto
(Chief of Automotive Instructor)

WEEK-3 (02 August 2020 – 08 August 2020)			
Num	Date	Day	Log/Activity
12	02-08-2020	Sunday	OFF-DAY
13	03-08-2020	Monday	Monday, 3 rd of August 2020. This morning before entering the workshop I had to fill out the attendance list. Training carried out for students of the injection motorcycle program will end on August 4, 2020. This week all training students are assigned to make revisions about what they have learned so far because the training will take place on August 5 and August 6, the Uji Kompetensi (UJK) is a test conducted by BLK to see the extent of their ability to understand the things they have learned before. If they pass the UJK, they will get a graduation certificate directly from the BLK automotive program. This certificate can support them in registering for jobs in the fields they will take later. My job today is just to supervise all the students and help them with their revisions. Filled out the attendance. End of Day 8.
14	04-08-2020	Tuesday	Tuesday, 4 th of August 2020. I filled out the attendance list in the lobby. Each student continues their revision and prepares for the UJK tomorrow. I helped them memorize all the tools they would use and taught them how to use measuring instruments such as calipers, screw micrometers, and pressure gauges. Other preparations such as a motorcycle repair guide book are also prepared to serve as guidelines when conducting UJK later. Before returning home, all tool boxes must be cleared and the completeness calculated for each group. If there is a lack of tools, a fine will be charged to each member of the group concerned. Before going home we took one last photo and said goodbye. End of Day 9.
15	05-08-2020	Wednesday	Wednesday, 5 th of August 2020. Before entering the workshop I filled out the attendance list as usual. The use of masks is always mandatory around the BLK area. Today, the first day UJK will be conducted, the test is divided into 2, namely the written test and practice. For this first day, only 10 students participated, and 10 more tomorrow. I can only see from a distance that the test team is assessing each student. The testing team came from other BLK branches, namely from the Pariaman and West Pasaman areas. UJK runs from 09.00 to 16.00. I was assigned by Mr. Heri to help her complete the administrative reports for this training session. I was given 3 days to complete the report. End of Day 10.
16	06-08-2020	Thursday	Thursday, 6 th of August 2020. In the morning filling out the attendance list first. UJK continued as the previous day. The 10 students who will be tested are the same as yesterday. I continued the administrative report Mr. Heri and all day just continue the report given. After the UJK takes place, all students are asked to return all the safety boots that were lent previously. The results of the UJK will be announced online on August 10. End of Day 11.
17	07-08-2020	Friday	Friday, 7 th of August 2020. Filling out the attendance for today. That day was the day when the farewell ceremony for all the automotive students was held. During the event I just continue the report that will be collected today and I finish it before lunch break. After lunch break I handed over the hard copy of the report to Mr. Heri to sign and collect. Before going home I congratulated all automotive students and hope they can easily get a job after this with a certificate that they have. End of Day 12.
18	08-08-2020	Saturday	OFF-DAY

Company Supervisor Signature



Heri Purwanto
(Chief of Automotive Instructor)

WEEK- 4 (09 August 2020 – 15 August 2020)			
Num	Date	Day	Log/Activity
19	09-08-2020	Sunday	OFF-DAY
20	10-08-2020	Monday	Monday, 10 th of August 2020. This week the automotive engineering BLK collaborated with the Padang City Social Service to conduct training for poor families. The aim of this training is to add soft skills in automotive and use that to get a better job. This morning before entering as usual I had to fill in the attendance list in the lobby. In this training, the material to be taught is about servicing conventional motorbikes (carburetor). The person in charge of this training is Mr. Heri, Mr. Andri, and me. I was assigned as assistant to both of them. There were 12 training participants with different backgrounds. At this initial meeting, what was done was just an introduction, both the introduction of all training participants and the work area they would place. That morning they introduced themselves and their respective backgrounds in turn, then loaned safety boots to each participant. Not much is done on this day as it is only for introductions. At the end of class they all lined up before going home to pray together. End of Day 13.
21	11-08-2020	Tuesday	Tuesday, 11 st of August 2020. This morning I filled out the attendance list first and didn't forget to wear a mask. On this day we teach the trainees about safety, occupational health and environmental procedures. The function of this material is to avoid accidents when doing work in the field. In this material, safety in using tools and preparation for work is emphasized in order to avoid unwanted things. After this material, I taught in theory how to use and maintain measuring instruments that we will use in the workshop later. Learning how to use and also the units that are in each measuring instrument is very important for practicing later. End of Day 14.
22	12-08-2020	Wednesday	Wednesday, 12 nd of August 2020. After filling in the attendance list I went straight to the automotive workshop and didn't forget to use a mask. Learning continues today me and Mr. Andri taught how to repair and overhaul the components of the gasoline fuel system on a motorcycle. Then teaches the theory about overhauling manual and automatic transmission systems and their components. In this initial week only the overall theory will be taught. After that I taught how to assemble and install a brake system, suspension, and explain all the components in it. I presented it with a slide given by Mr. Andri. End of Day 15.
23	13-08-2020	Thursday	Thursday, 13 rd of August 2020. Before entering the workshop, I didn't forget to fill in the attendance list. Today the theory taught is about how to fix the chain on a motorcycle and how to fix the starter and charging system. All of these theories are taught by Mr. Andri. After the lunch break, the final lesson was conducted for the day regarding lighting and wiring systems on motorbikes. Mr. Andri teaches how important the role of each electrical component in a motorcycle is, because if one has a problem it will affect the performance of other components. End of Day 16.
24	14-08-2020	Friday	Friday, 14 th of August 2020. Today, the lessons are only done for half a day because there is a meeting that will be held in the afternoon after the Friday prayer break. Before entering, I filled out the attendance list first. I was assigned to continue teaching about the ignition system on conventional motorcycles. After that the trainees were allowed to go home. End of Day 17.
25	15-08-2020	Saturday	OFF-DAY

Company Supervisor Signature



Heri Purwanto
(Chief of Automotive Instructor)

WEEK- 5 (16 August 2020 – 22 August 2020)			
Num	Date	Day	Log/Activity
26	16-08-2020	Sunday	OFF-DAY
27	17-08-2020	Monday	Monday, 17 th of August 2020. Indonesian Independence Day.
28	18-08-2020	Tuesday	Tuesday, 18 th of August 2020. Before entering the workshop, I did not forget to fill in the attendance list. This week, practical learning began. In the morning all the trainees were taught how to use and maintain measuring instruments. One by one, they were introduced to various kinds of measuring instruments and how to use them. After that, they are taught how to care for it so that the measuring instrument can always measure accurately. Then the next practice is about how to remove and assemble the components on the cylinder head on a motorcycle. The cylinder head is a part contained in an engine, be it a motorbike or a car engine. Which is where the position of the cylinder head is at the front of the engine itself. And usually this cylinder head is made using a series of fins which will be useful for providing a more perfect cooling process. Each participant is required to know each component and their respective functions. End of Day 18.
29	19-08-2020	Wednesday	Wednesday, 19 th of August 2020. The practice of cylinder heads from the previous day continued. Each participant must be able to assemble each component. After that we teach practically how to repair and overhaul the fuel system components in conventional motorbikes. Just like yesterday after the instructor gave an example, the participants would take turns making repairs on the conventional motorbikes that had been provided. End of Day 19.
30	20-08-2020	Thursday	Thursday, 20 th of August 2020. Islamic New Year 1442 Hijriyah.
31	21-08-2020	Friday	Friday, 21 st of August 2020. Joint leave for civil servants (Presidential Decree (Keppres) No. 17/2020).
32	22-08-2020	Saturday	OFF-DAY

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Heri Purwanto
(Chief of Automotive Instructor)

WEEK- 6 (23 August 2020 – 29 August 2020)			
Num	Date	Day	Log/Activity
33	23-08-2020	Sunday	OFF-DAY
34	24-08-2020	Monday	Monday, 24 th of August 2020. Today the learning continues. The material taught is about assembly and repair of the brake system. Each participant is taught the various components of the brake system and how to treat them. Each group was assigned to dismantle all the components of the brake system and then assemble them again. Brake fluid change is also taught. Then each group adjusts the brake system that has been dismantled earlier. This practice lasts a long time because it takes time to pump brake fluid to keep the hydraulic system running. In practice this time a safety boot is required because spilled brake fluid can cause slippery floors, this can cause work accidents during learning. End of Day 20.
35	25-08-2020	Tuesday	Tuesday, 25 th of August 2020. This morning before entering the workshop, don't forget to fill in the attendance list. Learning for participants from social services continues. On this day Mr. Andri explained about the lighting and wiring systems on motorbikes. Each motor has a different wiring system, therefore a repair manual is needed. At his time Mr. Andri explained of each electrical component on the Supra X 125 motorcycle. Each electrical component has its own role. End of Day 21.
36	26-08-2020	Wednesday	Wednesday, 26 th of August 2020. Before entering the workshop, don't forget to fill in the attendance list. After yesterday learned about the wiring system today learned about repairing the starter system and the charging system on a motorcycle. Various tools are used in this practice such as multimeter and screwdriver tester and other tools. Each person is assigned to take turns dismantling and repairing the damage. End of Day 22.
37	27-08-2020	Thursday	Thursday, 27 th of August 2020. After filling out the attendance list I went straight to the workshop. This morning all the trainees were lined up. Then Mr. Heri gave them the freedom to ask whatever they didn't understand during this lesson. Then finally with the agreement with the material about the wiring system on motorbikes was repeated. Today is their last training day here. Not much is being done today because it gives them the freedom to explore anything they don't personally understand. After taking a photo together we said goodbye to one another. End of Day 23.
38	28-08-2020	Friday	Friday 28 th of August 2020. In the morning I filled out the attendance list in the lobby. Today is a day of farewell celebration for all social service trainees. This event was held in the canteen and ended with a meal together. After we distributed the certificate the event was over and they went home. End of Day 24.
39	29-08-2020	Saturday	OFF-DAY

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Heri Purwanto
(Chief of Automotive Instructor)

WEEK- 7 (30 August 2020 – 05 September 2020)			
Num	Date	Day	Log/Activity
40	30-08-2020	Sunday	OFF-DAY
41	31-08-2020	Monday	Monday, 31 st of August 2020. In the next 2 weeks, BLK Padang collaborates with the Indonesian National Army (TNI) and the Indonesian Republic Police (POLRI) to conduct automotive training. The same with the training that was previously held, the material taught was about conventional motorbikes. I, Mr. Heri, Mr. Joni is assigned to give chase on this occasion. Today it is only for introductions. End of Day 25.
42	01-09-2020	Tuesday	Tuesday, 1 st of September 2020. The training participants were divided into 4 groups as usual. Today, learn the basics about conventional motorbikes from the outside to the components in the engine. This day also teaches about how to use measuring instruments and their maintenance. End of Day 26.
43	02-09-2020	Wednesday	Wednesday, 2 nd of September 2020. Today I teach the theory of safety, occupational health, and environmental procedures to all participants. After lunch break, learn about how to use measuring instruments in the workshop. End of Day 27.
44	03-09-2020	Thursday	Thursday, 3 rd of September 2020. This morning Mr. Joni teaches the theory about how to repair and overhaul the components of the gasoline fuel system, he also explains each component and what tools will be used. After that I taught how to remove and assemble the existing components and assemble the cylinder head. How to check the suspension system and change the chain is also taught in theory. End of Day 28
45	04-09-2020	Friday	Friday, 4 th of September 2020. Today is the last day of learning in theory. Mr. Heri teaches how to install, test, and repair existing lighting and electrical systems on motorcycles. After that, it continues by improving the ignition system which is very influential on the combustion of gasoline for motorbikes. End of Day 29.
46	05-09-2020	Saturday	OFF-DAY

Company Supervisor Signature



Heri Purwanto
(Chief of Automotive Instructor)

WEEK- 8 (06 September 2020 – 12 September 2020)			
Num	Date	Day	Log/Activity
47	06-09-2020	Sunday	OFF-DAY
48	07-09-2020	Monday	Monday, 7 th of August 2020. On this day, the material being taught is repairing the ignition system on a motorcycle. Procedures in occupational safety and health are also implemented today to prevent unwanted accidents. Conventional motorcycle ignition systems use a carburetor, the carburetor is disassembled and describes each component in it. Carburetor care and cleaning is also taught. End of Day 30.
49	08-09-2020	Tuesday	Tuesday, 8 th of September 2020. Today the material being taught is how to dismantle a motorcycle chain. Previously already in the example by Mr. Joni and the training participants were grouped according to their respective groups. Each trainee is required to be able to disassemble, assemble and adjust the chain. Each group is given 1 tool box. End of Day 31.
50	09-09-2020	Wednesday	Wednesday, 9 th of September 2020. Today Mr. Heri taught how to remove the cylinder head, assess the components inside, and put it back together. Each group uses 1 conventional motorbike and each training participant takes turns doing it. End of Day 32.
51	10-09-2020	Thursday	Thursday, 10 th of September 2020. On this day the instructor taught material on how to overhaul the engine and assess the existing components, then check the tolerances of the engine and carry out the recitation procedure according to the motorcycle repair book. Then after lunch proceed with assembling the brake system. End of Day 33.
52	11-09-2020	Friday	Friday, 11 th of September 2020. Because one of the BLK staff was infected with the COVID-19 virus, a mass SWAB test was carried out for all BLK staff that were present that morning. The SWAB test was conducted at the Gaduik Health Center. Then in the afternoon the lesson continued, the material continued about the lighting and electrical systems on motorbikes. End of Day 34.
53	12-09-2020	Saturday	OFF-DAY

Company Supervisor Signature



Heri Purwanto
(Chief of Automotive Instructor)

WEEK- 9 (13 September 2020 – 19 September 2020)			
Num	Date	Day	Log/Activity
54	13-09-2020	Sunday	OFF-DAY
55	14-09-2020	Monday	Monday, 14 th of September 2020. Because there were 2 staff infected with the COVID-19 virus, BLK decided to send all existing staff, including workshop instructors and apprentices. "Work From Home (WFH)" will be conducted for this month. I started writing my final report on industrial training after obtaining all the information about BLK administrative office. And there where no task is given by Mr. Heri, Mr. Joni, Mr. Andri, and Mr. Suardi.
56	15-09-2020	Tuesday	Tuesday, 15 th of September 2020. That morning I presented the results of my internships at the BLK to my supervisor from UTM, namely Dr. Hasbullah. The day before I asked Mr. permission. Heri to accompany me during the presentation and allow me to open the workshop that day. Work From Home (WFH) will be conducted for this month. I continued writing my final report on industrial training after obtaining all the information about BLK administrative office. And there where no task is given by Mr. Heri, Mr. Joni, Mr. Andri, and Mr. Suardi.
57	16-09-2020	Wednesday	Wednesday, 16 th of September 2020. Work From Home (WFH) will be conducted for this month. I continued writing my final report on industrial training after obtaining all the information about BLK administrative office. And there where no task is given by Mr. Heri, Mr. Joni, Mr. Andri, and Mr. Suardi.
58	17-09-2020	Thursday	Thursday, 17 th of September 2020. Work From Home (WFH) will be conducted for this month. I continued writing my final report on industrial training after obtaining all the information about BLK administrative office. And there where no task is given by Mr. Heri, Mr. Joni, Mr. Andri, and Mr. Suardi.
59	18-09-2020	Friday	Friday, 18 th of September 2020. Work From Home (WFH) will be conducted for this month. I continued writing my final report on industrial training after obtaining all the information about BLK administrative office. And there where no task is given by Mr. Heri, Mr. Joni, Mr. Andri, and Mr. Suardi.
60	19-09-2020	Saturday	OFF-DAY

Company Supervisor Signature



Heri Purwanto
(Chief of Automotive Instructor)

WEEK- 10 (20 September 2020 – 26 September 2020)			
Num	Date	Day	Log/Activity
61	20-09-2020	Sunday	OFF-DAY
62	21-09-2020	Monday	Monday, 21 st of September 2020. Work From Home (WFH) will be conducted for this month. I continued writing my final report on industrial training after obtaining all the information about BLK administrative office. And there where no task is given by Mr. Heri, Mr. Joni, Mr. Andri, and Mr. Suardi.
63	22-09-2020	Tuesday	Tuesday, 22 nd of September 2020. Work From Home (WFH) will be conducted for this month. I continued writing my final report on industrial training after obtaining all the information about BLK administrative office. And there where no task is given by Mr. Heri, Mr. Joni, Mr. Andri, and Mr. Suardi.
64	23-09-2020	Wednesday	Wednesday, 23 rd of September 2020. Work From Home (WFH) will be conducted for this month. I continued writing my final report on industrial training after obtaining all the information about BLK administrative office. And there where no task is given by Mr. Heri, Mr. Joni, Mr. Andri, and Mr. Suardi.
65	24-09-2020	Thursday	Thursday, 24 th of September 2020. Work From Home (WFH) will be conducted for this month. I continued writing my final report on industrial training after obtaining all the information about BLK administrative office. And there where no task is given by Mr. Heri, Mr. Joni, Mr. Andri, and Mr. Suardi.
66	25-09-2020	Friday	Friday, 25 th of September 2020. Work From Home (WFH) will be conducted for this month. I continued writing my final report on industrial training after obtaining all the information about BLK administrative office. And there where no task is given by Mr. Heri, Mr. Joni, Mr. Andri, and Mr. Suardi.
67	26-09-2020	Saturday	OFF-DAY

Company Supervisor Signature



Heri Purwanto
(Chief of Automotive Instructor)

WEEK-11 (27 September 2020 – 3 October 2020)			
No.	Date	Day	Log/Activity
68	27-09-2020	Sunday	OFF-DAY
69	28-09-2020	Monday	Monday, 28 th of September 2020. Work From Home (WFH) will be conducted for this month. I continued writing my final report on industrial training after obtaining all the information about BLK administrative office. And there where no task is given by Mr. Heri, Mr. Joni, Mr. Andri, and Mr. Suardi.
70	29-09-2020	Tuesday	Tuesday, 29 th of September 2020. Work From Home (WFH) will be conducted for this month. I continued writing my final report on industrial training after obtaining all the information about BLK administrative office. And there where no task is given by Mr. Heri, Mr. Joni, Mr. Andri, and Mr. Suardi.
71	30-09-2020	Wednesday	Wednesday, 30 th of September 2020. Work From Home (WFH) will be conducted for this month. I continued writing my final report on industrial training after obtaining all the information about BLK administrative office. And there where no task is given by Mr. Heri, Mr. Joni, Mr. Andri, and Mr. Suardi.
72	01-10-2020	Thursday	Thursday, 1 st of October 2020. Work from home (WFH) regulation will continue for the next month. I continued writing my final report on industrial training after obtaining all the information about BLK administrative office. And there where no task is given by Mr. Heri, Mr. Joni, Mr. Andri, and Mr. Suardi.
73	02-10-2020	Friday	Friday, 2 nd of October 2020. Work From Home (WFH) will be conducted for this month. I continued writing my final report on industrial training after obtaining all the information about BLK administrative office. And there where no task is given by Mr. Heri, Mr. Joni, Mr. Andri, and Mr. Suardi.
74	03-10-2020	Saturday	OFF-DAY

Company Supervisor Signature



Heri Purwanto
(Chief of Automotive Instructor)

WEEK- 12 (27 September 2020 – 3 October 2020)			
No.	Date	Day	Log/Activity
75	04-10-2020	Sunday	OFF-DAY
76	05-10-2020	Monday	Monday, 5 th of October 2020. Work From Home (WFH) will be conducted for this month. I continued writing my final report on industrial training after obtaining all the information about BLK administrative office. And there where no task is given by Mr. Heri, Mr. Joni, Mr. Andri, and Mr. Suardi.
77	06-10-2020	Tuesday	Tuesday, 6 th of October 2020. Work From Home (WFH) will be conducted for this month. I continued writing my final report on industrial training after obtaining all the information about BLK administrative office. And there where no task is given by Mr. Heri, Mr. Joni, Mr. Andri, and Mr. Suardi.
78	07-10-2020	Wednesday	Wednesday, 7 th of October 2020. Work From Home (WFH) will be conducted for this month. I continued writing my final report on industrial training after obtaining all the information about BLK administrative office. And there where no task is given by Mr. Heri, Mr. Joni, Mr. Andri, and Mr. Suardi.
79	08-10-2020	Thursday	Thursday, 8 th of October 2020. Work from home (WFH) regulation will continue for the next month. I continued writing my final report on industrial training after obtaining all the information about BLK administrative office. And there where no task is given by Mr. Heri, Mr. Joni, Mr. Andri, and Mr. Suardi.
80	09-10-2020	Friday	Friday, 9 nd of October 2020. Work From Home (WFH) will be conducted for this month. I continued writing my final report on industrial training after obtaining all the information about BLK administrative office. And there where no task is given by Mr. Heri, Mr. Joni, Mr. Andri, and Mr. Suardi. On the last day I treat all the automotive instructors to lunch. I do this for my gratitude for all the guidance they have provided during my internship in BLK Padang.
81	10-10-2020	Saturday	OFF-DAY

Company Supervisor Signature



Heri Purwanto
(Chief of Automotive Instructor)