### SUMMARY OF MARKS ALLOCATION

**Academic Session**: 201905  
**Programme**: 0  
**Student Name**: 0  
**Student ID**: 0  
**Academic Supervisor**: 0  
**Company**: 0

<table>
<thead>
<tr>
<th>Item</th>
<th>Max Mark</th>
<th>Mark</th>
</tr>
</thead>
<tbody>
<tr>
<td>Report &amp; Log Book</td>
<td>45%</td>
<td>0.0</td>
</tr>
<tr>
<td>Oral Presentation</td>
<td>10%</td>
<td>0.0</td>
</tr>
<tr>
<td>Student Appraisal Form</td>
<td>45%</td>
<td>0.0</td>
</tr>
</tbody>
</table>

**Total**: 0

---

#### Assessment Marks

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
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<th></th>
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<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>(A1)</td>
<td>(A2)</td>
<td>(A3)</td>
<td>(A4)</td>
<td>(D1)</td>
<td>(E1)</td>
<td>(E2)</td>
<td>(E3)</td>
<td>(E4)</td>
<td>(E5)</td>
<td>(E6)</td>
<td>(E7)</td>
<td></td>
</tr>
<tr>
<td>Marks</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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</table>

**CO Achievement**

<table>
<thead>
<tr>
<th>Course Outcome</th>
<th>CO1</th>
<th>CO2</th>
<th>CO3</th>
<th>CO4</th>
<th>CO5</th>
<th>CO6</th>
<th>CO7</th>
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</thead>
<tbody>
<tr>
<td>Achievement (%)</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>5</td>
<td>0</td>
</tr>
</tbody>
</table>

**Course Outcomes (CO)**

- CO1: apply knowledge of science/engineering fundamentals
- CO2: apply technical skills and modern tools in work place/engineering practice
- CO3: comply with the rules and guidelines relevant to professional/professional engineering practice
- CO4: follow code of ethics and standards of professional conduct
- CO5: demonstrate written and oral communication skills
- CO6: demonstrate the ability to work independently and as part of a team
- CO7: demonstrate life-long learning and self-improvement

#### Distribution of Marks

<table>
<thead>
<tr>
<th>Assessments</th>
<th>CO1</th>
<th>CO2</th>
<th>CO3</th>
<th>CO4</th>
<th>CO5</th>
<th>CO6</th>
<th>CO7</th>
<th>Total Mark</th>
</tr>
</thead>
<tbody>
<tr>
<td>Report &amp; Log Book</td>
<td>5</td>
<td>5</td>
<td>15</td>
<td>15</td>
<td>5</td>
<td>10</td>
<td>45</td>
<td></td>
</tr>
<tr>
<td>Oral Presentation</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>10</td>
</tr>
<tr>
<td>Appraisal by Industrial Supervisor</td>
<td>5</td>
<td>10</td>
<td>5</td>
<td>5</td>
<td>10</td>
<td>5</td>
<td>45</td>
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</tr>
<tr>
<td>CO Percentage (%)</td>
<td>10</td>
<td>10</td>
<td>10</td>
<td>30</td>
<td>15</td>
<td>15</td>
<td>100</td>
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</tbody>
</table>
## Assessment Rubrics

### A. Details of Industrial Training Experience

<table>
<thead>
<tr>
<th>No.</th>
<th>Category</th>
<th>Max Mark</th>
<th>Criterion</th>
<th>Assessment (1-5)</th>
<th>Mark</th>
<th>Relevant CO</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1. Apply knowledge of science/engineering fundamentals</td>
<td>5</td>
<td>The student applies most of the science/engineering fundamental knowledge correctly and explains relevant concepts.</td>
<td>0</td>
<td>5</td>
<td>CO1</td>
</tr>
<tr>
<td>2</td>
<td>2. Comply with the rules and guidelines relevant to professional/professional engineering practice</td>
<td>5</td>
<td>The report clearly stated that the student can follow the rules and guidelines relevant to professional/professional engineering practice.</td>
<td>0</td>
<td>5</td>
<td>CO3</td>
</tr>
<tr>
<td>3</td>
<td>3. Follow code of ethics and standards of professional conduct</td>
<td>5</td>
<td>The report clearly stated that the student follows code of ethics and standards of professional conduct.</td>
<td>0</td>
<td>5</td>
<td>CO4</td>
</tr>
<tr>
<td>4</td>
<td>4. Demonstrate the ability to work independently and as part of a team</td>
<td>5</td>
<td>The report clearly stated that the student is able to work independently and as part of a team.</td>
<td>0</td>
<td>5</td>
<td>CO5</td>
</tr>
</tbody>
</table>

### B. Presentation of Report

<table>
<thead>
<tr>
<th>No.</th>
<th>Category</th>
<th>Max Mark</th>
<th>Criterion</th>
<th>Assessment (1-5)</th>
<th>Mark</th>
<th>Relevant CO</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1. Logical and coherent report layout and content follow the format of IT guideline and template. Legible report with proper grammar and terms.</td>
<td>10</td>
<td>The report clearly and precisely stated that the student is able to comply with the rules and guidelines relevant to professional/professional engineering practice.</td>
<td>0</td>
<td>0</td>
<td>EA1</td>
</tr>
</tbody>
</table>

### C. Log Book

<table>
<thead>
<tr>
<th>No.</th>
<th>Category</th>
<th>Max Mark</th>
<th>Criterion</th>
<th>Assessment (1-5)</th>
<th>Mark</th>
<th>Relevant CO</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1. Demonstrate life-long learning and self-improvement</td>
<td>10</td>
<td>The report clearly stated that the student demonstrates life-long learning and self-improvement.</td>
<td>0</td>
<td>0</td>
<td>CO6</td>
</tr>
<tr>
<td>2</td>
<td>2. Quality and Usage of Logbook in recording works and events</td>
<td>5</td>
<td>The report clearly stated that the student is able to comply with the rules and guidelines relevant to professional/professional engineering practice.</td>
<td>0</td>
<td>0</td>
<td>CO7</td>
</tr>
</tbody>
</table>

### Scale

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

### Comments (Optional):

**Comments:**

The student seriously misuses or misapplies the knowledge of science/engineering fundamentals and gives no explanation or explanations are virtually incomplete or incorrect.

The report poorly shows that the student is able to comply with the rules and guidelines relevant to professional/professional engineering practice.

The report poorly shows that the student is able to follow code of ethics and standards of professional conduct.

The report poorly shows that the student is able to demonstrate the ability to work independently and as part of a team.

The student seriously misuses or misapplies the knowledge of science/engineering fundamentals and gives no explanation or explanations are virtually incomplete or incorrect.

The report poorly shows that the student is able to comply with the rules and guidelines relevant to professional/professional engineering practice.

The report poorly shows that the student is able to follow code of ethics and standards of professional conduct.

The report poorly shows that the student is able to demonstrate the ability to work independently and as part of a team.

The logbook is very poorly organized and not systematic.

The logbook is poorly organized and lacks consistency.
### ORAL PRESENTATION

#### Universiti Tunku Abdul Rahman
Lee Kong Chian Faculty of Engineering and Science
Industrial Training

**Academic Session:** 2019/05  
**Programme:** 0  
**Student Name:** 0  
**Student ID:** 0  
**Academic Supervisor:** 0  
**Company:** 0

<table>
<thead>
<tr>
<th>No.</th>
<th>Category</th>
<th>Max Mark</th>
<th>Criterion</th>
<th>Assessment (1-5)</th>
<th>Mark</th>
<th>Relevant CO</th>
<th>For Engineering</th>
</tr>
</thead>
<tbody>
<tr>
<td>D.</td>
<td>Oral Presentation</td>
<td>5</td>
<td>1. Presentation skill and style such as clarity and logical flow, eye contact and effectively use of visual aid.</td>
<td>0</td>
<td></td>
<td>CO5</td>
<td>EA2</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>2. Presentation content on background introduction, working experience, discussions and conclusions.</td>
<td>0</td>
<td></td>
<td>CO5</td>
<td>EA1</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>3. Q &amp; A on the ability to answer questions.</td>
<td>0</td>
<td></td>
<td>CO5</td>
<td>EA5</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total Max Mark</td>
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<td>15</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total Mark</td>
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<td>0</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Total (100%)** 0.0  
**Total (10%)** 0.0

**Comments (Optional):**

<table>
<thead>
<tr>
<th>Scale</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Poor</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unsatisfactory</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Satisfactory</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Good</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Excellent</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Assessment Rubrics**

- **D.1**
  - Very poor presentation skill.  
  - No clarity and logical flow, no eye contact, no interaction and very poor in using visual aid.

- **D.2**
  - Most of the presented content is not relevant to the given scope. Missing of important sections such as introduction, working experience, discussions and conclusions.
  - The presented content is only partially relevant to the given scope. Incomplete discussion of important sections such as introduction, working experience, discussions and conclusions.

- **D.3**
  - Not familiar and unable to answer questions being asked and gives answer without effort of justifying it.
  - Not so familiar and poor in answering the questions being asked. Gives answer with justification, however, some of the answers are not relevant.

**Assessment (1-5):**

- 1: Very poor presentation skill. No clarity and logical flow, eye contact, no interaction and minimum use of visual aid.
- 2: Poor presentation skill. Presence with clarity and logical flow, eye contact, sufficient of interaction and moderate in using visual aid.
- 3: Able to demonstrate the presentation skill. Present clarity and logical flow, eye contact, sufficient interaction and moderate in using visual aid.
- 4: Good in presentation skill, logical flow, interaction and eye contact. Good in using the visual aid.
- 5: Excellent. Put in additional effort to attract the attention of audience and generate the interest of audience in the presentation with excellent logical flow, interaction and eye contact. Masters the presentation visual aid.

- 1: Most of the presented content is not relevant to the given scope. Consists of important sections such as introduction, working experience, discussions and conclusions.
- 2: The presented content is only partially relevant to the given scope. Consists of important sections such as introduction, working experience, discussions and conclusions.
- 3: All the presented content is relevant to the given scope. Consists of all important sections such as introduction, working experience, discussions and conclusions.
- 4: All the presented content is relevant to the given scope. Consists of important sections as well as extra section such as relevant and proper references, figures, tables, appendix and etc.

- 1: Not familiar and unable to answer questions being asked and gives answer without effort of justifying it.
- 2: Familiar and can answer most of the questions being asked. Gives answer with evidence.
- 3: Able to answer all questions. Very familiar and understand all the questions and can answer with evidence.
- 4: Very familiar with all the questions being asked. All questions can be answered confidently and calmly. All answers can be justified convincingly with evidence.
## STUDENT APPRAISAL FROM COMPANY

### Relevant CO For Engineering

<table>
<thead>
<tr>
<th>No.</th>
<th>Category</th>
<th>Max Mark</th>
<th>Criterion</th>
<th>Assessment (1-5)</th>
<th>Mark</th>
</tr>
</thead>
<tbody>
<tr>
<td>E</td>
<td>Appraisal by Industrial Supervisor</td>
<td>5</td>
<td>1. Apply knowledge of science/engineering fundamentals.</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>10</td>
<td>2. Apply technical skills and modern tools in workplace/engineering practice</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>5</td>
<td>3. Comply with the rules and guidelines that are relevant to professional/professional engineering practice.</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>5</td>
<td>4. Follow code of ethics and standards of professional conduct.</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>5</td>
<td>5. Demonstrate written and oral communication skills.</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>5</td>
<td>6. Demonstrate the ability to work independently and as part of a team.</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>5</td>
<td>7. Demonstrate life-long learning and self-improvement</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>Total Max Mark</td>
<td>45</td>
<td>Total Mark</td>
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</table>

### Comment for Outcomes

- **Scale:** Poor, Satisfactory, Good, Excellent
- **Assessment Rubrics**

<table>
<thead>
<tr>
<th>No.</th>
<th>Poor</th>
<th>Unsatisfactory</th>
<th>Satisfactory</th>
<th>Good</th>
<th>Excellent</th>
</tr>
</thead>
<tbody>
<tr>
<td>E.1</td>
<td>The student is seriously incapable to apply knowledge of science/engineering fundamentals.</td>
<td>The student is able to apply knowledge of science/engineering fundamentals but occasionally make some errors.</td>
<td>The student is able to apply knowledge of science/engineering fundamentals correctly or with no significant errors.</td>
<td>The student masters the knowledge of science/engineering fundamentals and is able to implement them accurately.</td>
<td>The student masters all knowledge of science/engineering fundamentals and advanced science/engineering knowledge.</td>
</tr>
<tr>
<td>E.2</td>
<td>The student is unable to apply technical skills and modern tools in workplace/engineering practice.</td>
<td>Occasionally the student is able to apply technical skills and modern tools in workplace/engineering practice.</td>
<td>Normally the student is able to apply technical skills and modern tools in workplace/engineering practice.</td>
<td>Most of the time, the student is able to apply technical skills and modern tools in workplace/engineering practice.</td>
<td>The student is always able to apply technical skills and modern tools in workplace/engineering practice.</td>
</tr>
<tr>
<td>E.3</td>
<td>No awareness and no initiative to comply the rules and guidelines that are relevant to professional/professional engineering practice. Totally didn’t practice them.</td>
<td>Occasionally make some errors.</td>
<td>Aware the rules and guidelines that are relevant to professional/professional engineering practice. Consistently practice them.</td>
<td>Masters the rules and guidelines that are relevant to professional/professional engineering practice. Practice them accurately.</td>
<td>Outstanding in complying the rules and guidelines that are relevant to professional/professional engineering practice. Able to influence the surrounding peoples to practice them.</td>
</tr>
<tr>
<td>E.4</td>
<td>No awareness and no initiative to follow code of ethics and standards of professional conduct. Totally didn’t practice them.</td>
<td>Less aware to the rules and guidelines that are relevant to professional/professional engineering practice but willing to learn and practice them.</td>
<td>Aware the code of ethics and standards of professional conduct. Consistently practice them.</td>
<td>Masters the code of ethics and standards of professional conduct. Practice them accurately.</td>
<td>Outstanding in following the code of ethics and standards of professional conduct. Able to influence the surrounding peoples to practice them.</td>
</tr>
<tr>
<td>E.5</td>
<td>Student is unable to write and communicate.</td>
<td>Student is able to write and communicate but occasionally make some errors.</td>
<td>Student is able to write and communicate with no significant errors.</td>
<td>Student masters the written and oral communication.</td>
<td>Student is outstanding in written and oral communication.</td>
</tr>
<tr>
<td>E.6</td>
<td>The student is totally unable to work independently and as part of a team.</td>
<td>Occasionally the student is able to work independently and as part of a team.</td>
<td>Normally the student is able to work independently and as part of a team.</td>
<td>Most of the time, the student is able to work independently and as part of a team.</td>
<td>The student is always able to work independently and as part of a team.</td>
</tr>
<tr>
<td>E.7</td>
<td>Student is totally unable to demonstrate life-long learning and self-improve throughout the internship.</td>
<td>Student is demonstrating few life-long learning and self-improve throughout the internship.</td>
<td>Student is demonstrating life-long learning and self-improve throughout the internship.</td>
<td>Student is demonstrating most of the life-long learning and self-improve throughout the process of internship. And aware the important of life-long learning and self-improvement.</td>
<td>Student is always demonstrate life-long learning and self-improve during the internship. And able to influence the surrounding peoples.</td>
</tr>
</tbody>
</table>

### Note

- **Academic Session:** 201905
- **Programme:** 0
- **Student Name:** 0
- **Student ID:** 0
- **Academic Supervisor:** 0
- **Company:** 0

Instruction: Key in the following GREEN boxes based on the appraisal from Company.