

COURSE OUTLINE

Department & Faculty: Department of Mechanical Engineering & Management Centre for Diploma Studies, SPACE, UTM	Page
Course Code: Industrial Training Report (DDWW 3914) Total Contact Hours: 0 weeks	Semester: Academic Session:

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Synopsis : This course requires the students to produce a report on the industrial training carried out by them. The report will cover tasks undertaken and experiences gained by the students during their period of training at the respective firms or department. After completing the report, the students should be able to present information and express ideas clearly, effectively and confidently.

LEARNING OUTCOMES

By the end of the course, students should be able to:

No.	Course Learning Outcome	Programme Learning Outcome(s) Addressed	Taxonomy and Generic Skill Level	Assessment Methods
1.	Illustrate job specification and practices.	PLO1	C3	Report
2.	Display an effective communication in oral and written skills in English.	PLO4, PLO6	P4, A3 CS4, LL2	Report & Presentation

STUDENT LEARNING TIME

No.	Teaching and Learning Activities	Student Learning Time (hours)
A.	Face-to-face Learning	
	1. Lectures	0
	2. Labs / Tutorial	0
	3. Student Centred Learning (SCL) Activities	2
B.	Self Directed Learning	
	1. Non Face-to-Face Learning	154
	2. Revision	0
	3. Preparation for formal assessments	2
C.	Formal Assessments	
	1. Continuous Assessment	0
	2. Project Presentation	2
	3. Final Examination	0
	Total	160

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TEACHING METHODOLOGY

Self –directed learning

WEEKLY SCHEDULE

Scope of Industrial Training Reports consist of 3 major reports required to be submitted by the students at the end of industrial training period as classified below:

- Report on the firm where the student undergo industrial training
- Report on any topics and issues related to the field of programmer practices.
- Report on the product of any software development where student develop.

Together with the reports is the Log Book for the whole period of industrial training.

GRADING

Item	Assessment Method	PPD & PPSM	Collaboration Program	Implementation Date
1.	Final Report	70%	70%	Week 1-16
2.	Presentation	30%	30% - (UTM)	Week 17
	Total	100%	100%	

GRADE

Percentage	Grade	Point Value
90 – 100	A+	4.00
80 - 89	A	4.00
75 – 79	A -	3.67
70 – 74	B +	3.33
65 – 69	B	3.00
60 – 64	B -	2.67
55 – 59	C +	2.33
50 – 54	C	2.00
45 – 49	C -	1.67
40 – 44	D +	1.33
35 - 39	D	1.00
30 - 34	D-	0.67
0 – 29	E	0.0