



SEKOLAH SAINS DAN TEKNOLOGI  
UNIVERSITI MALAYSIA SABAH

Penilaian Penyelia Industri  
*Industrial Supervisor Assesment*

**Arahan (Instruction):**

- a. Pelajar mestilah mengisi **Bahagian A** dan menyerahkan kepada Penyelia Industri pada akhir minggu ke-8.  
*Part A must be completed by the student and submitted to the industrial supervisor at the end of week-8*
- b. **Bahagian B** dan **Bahagian C** diisi oleh Penyelia Industri dan mohon menyerahkan borang ini kepada pensyarah yang melawat.  
*Part B and Part C are to be completed by the Industrial Supervisor and submitted directly to the visiting lecturer.*
- c. Merujuk kepada perkara (b) di atas, jika tidak ada pensyarah melawat, mohon borang ini difakskan [088-435324] dan diposkan kepada Urusetia Latihan Industri, Sekolah Sains dan Teknologi, Universiti Malaysia Sabah, Jalan UMS, 88400 Kota Kinabalu, Sabah.  
*With the reference to item (b) above, if there is no visiting lecturer, please fax this form to: 088-435324 and mail to: The Industrial Training Secretariat, School Of Science and Technology, Universiti Malaysia Sabah, Jalan UMS, 88400 Kota Kinabalu, Sabah.*

**BAHAGIAN A (PART A):**

1. NAMA PELAJAR (*Student Name*) : \_\_\_\_\_
2. NO. PELAJAR (*Student No.*) : \_\_\_\_\_
3. BIDANG PENGAJIAN (*Field of Study*): \_\_\_\_\_
4. JANGKAMASA LATIHAN (*Training Duration*) (dd/mm/yy):  
daripada (from) \_\_\_\_/\_\_\_\_/\_\_\_\_ ; sehingga (*until*) \_\_\_\_/\_\_\_\_/\_\_\_\_
5. NAMA PENYELIA INDUSTRI (*Industrial Supervisor Name*) :  
\_\_\_\_\_
6. JAWATAN PENYELIA (*Supervisor Position*) : \_\_\_\_\_
7. ALAMAT INDUSTRI (*Industry Address*) : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
8. NO. TEL (Phone No): \_\_\_\_\_ NO. FAX (Fax. No) : \_\_\_\_\_
9. E-mail : \_\_\_\_\_

**BAHAGIAN B (PART B)**

PENILAIAN PRESTASI PELAJAR (*Student Performance Evaluation*):

\* Bulatkan yang berkenan (*Please circle where applicable*).

**Panduan (Guideline):** 3 - AMAT BAIK (*VERY GOOD*)  
2 - BAIK (*GOOD*)  
1 - TIDAK MEMUASKAN (*NOT SATISFACTORY*)

<b>PARAMETER PENILAIAN (<i>Evaluation Parameter</i>)</b>	<b>SKOR (<i>Score</i>)*</b>
a. Tata tertib kerja / disiplin / kekemasan <i>Work Manner / discipline / tidiness</i>	(Very Good) <b>3 – 2 –1</b> (Not Satisfactory)
b. Kerjasama semasa latihan <i>Cooperativeness during the training</i>	(Very Good) <b>3 – 2 –1</b> (Not Satisfactory)
c. Kerajinan dan kehadiran <i>Diligence &amp; attendance</i>	(Very Good) <b>3 – 2 –1</b> (Not Satisfactory)
d. Pengetahuan saintifik dan teknikal <i>Scientific and technical knowledge</i>	(Very Good) <b>3 – 2 –1</b> (Not Satisfactory)
e. Keupayaan menerima pengetahuan dan arahan <i>Ability to comprehend instruction and knowledge</i>	(Very Good) <b>3 – 2 –1</b> (Not Satisfactory)
f. Daya usaha dan tahap minat kepada kerja <i>Initiative and level of work interest</i>	(Very Good) <b>3 – 2 –1</b> (Not Satisfactory)
g. Kebolehan menjalankan kerja tanpa penyeliaan <i>Ability to work independently</i>	(Very Good) <b>3 – 2 –1</b> (Not Satisfactory)
h. Hubungan dengan kakitangan dan majikan <i>Relationship with co-workers and management</i>	(Very Good) <b>3 – 2 –1</b> (Not Satisfactory)
i. Kemahiran Komunikasi <i>Communication skill</i>	(Very Good) <b>3 – 2 –1</b> (Not Satisfactory)
j. Kreativiti dan inovasi <i>Creativity and innovation</i>	(Very Good) <b>3 – 2 –1</b> (Not Satisfactory)
<b>JUMLAH (TOTAL)</b>	<b>/30</b>

\_\_\_\_\_  
Tandatangan dan Cop Penilai  
*Signature and Stamp*

Tarikh (*Date*): \_\_\_\_\_

**BAHAGIAN C (PART C) :**

KOMEN PENYELIA INDUSTRI (*Industrial Supervisor Comments*)

- i) Adakah pelajar menjalankan latihan industri dengan baik?  Ya(Yes)  Tidak(No)  
*Have the student completed his/her industrial training well?*
- ii) Adakah latihan sesuai dengan bidang pengajian pelajar?  Ya(Yes)  Tidak(No)  
*Is the training compatible with student's field of study?*
- iii) Adakah kemahiran insaniah (komunikasi, disiplin, dll.) pelajar memuaskan?  Ya(Yes)  Tidak(No)  
*Have the student displayed his/her softskills (communication, discipline, etc) satisfactorily?*
- iv) Adakah tempoh latihan industri mencukupi?  Ya(Yes)  Tidak(No)  
*Is the industrial training period sufficient?*  
Jika tidak, mohon cadangkan tempoh yang sesuai. \_\_\_\_\_ Bulan (*Months*)  
*If not, please suggest suitable period.*
- v) Lain-lain komen  
*Other comment*

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Tandatangan dan Cop Penyelia  
*Supervisor Signature and Stamp*

Tarikh : \_\_\_\_\_  
*Date*