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| logo UPM_berilmu berbakti_L2 | **FAKULTI EKOLOGI MANUSIA****Pejabat Timbalan Dekan****(Akademik, Antarabangsa, Hal Ehwal Pelajar dan Alumni)****Kod Dokumen: FEM/JKLI/05** |
| **BORANG PENILAIAN PENYELIA INDUSTRI*****INDUSTRIAL SUPERVISORY EVALUATION FORM*** |

1. **MAKLUMAT PELAJAR / *STUDENT’S INFORMATION***

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| --- | --- |
| Nama Pelajar (*Student’s Name)*No. Matrik (*Matric No*.)Program Pengajian (*Programme of Study)*Tarikh Latihan Industri (*Date of Industrial Training)* | Nama & Alamat Agensi (*Name and Address of Agency)*Sektor Industri *(Industry Sector)*Kategori Industri *(Industry Category)* |

1. **PENILAIAN TERHADAP PELAJAR/ *EVALUATION OF STUDENT***

**Arahan:** Sila beri penilaian terhadap pelajar berdasarkan kepada ciri-ciri yang dinyatakan dan tandakan (√) mengikut skala di bawah.

***Instructions****: Please provide an evaluation of the students based on the characteristics set out*

*and mark (√) in accordance with the scale below.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **1** | **2** | **3** | **4** | **5** |
| **Tidak memuaskan****(*Not satisfy)*** | **Memuaskan****(*Satisfy)*** | **Baik*****(Good)*** | **Sangat baik****(*Very good)*** | **Cemerlang****(*Excellent)*** |

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| **Bil.** | **Kriteria Penilaian (*Evaluation criteria*)** | **Skala (*Scale*)** | **Catatan *(Note)*** |
| **1** | **2** | **3** | **4** | **5** |
| **A** | **Kemahiran Insaniah (*Soft skills*)** |
| 1 | Kemahiran Berkomunikasi(*Communication Skills)* |  |  |  |  |  |  |
| 2 | Pemikiran Kritis dan Penyelesaian masalah(*Critical Thinking and Problem Solving*) |  |  |  |  |  |  |
| 3 | Kerja Berpasukan (*Team Work*) |  |  |  |  |  |  |
| 4 | Etika dan Nilai Profesionalisma(*Ethics and Values Professionalism*) |  |  |  |  |  |  |
| 5 | Kemahiran Kepimpinan (*Leadership Skills*) |  |  |  |  |  |  |

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| **B** | **Prestasi Kerja (*Job Performance*)** |
| 1 | Komitmen (*Commitment*) |  |  |  |  |  |  |
| 2 | Kehadiran (*Attendance*) |  |  |  |  |  |  |
| 3 | Ketepatan Masa (*Punctuality*) |  |  |  |  |  |  |
| 4 | Pengetahuan Tentang Tugas(*Knowledge of Task*) |  |  |  |  |  |  |
| 5 | Mutu dan Hasil Kerja(*Quality and Results of Work*) |  |  |  |  |  |  |
| 6 | Amanah (*Trusts*) |  |  |  |  |  |  |
| 7 | Berdikari (*Independent)* |  |  |  |  |  |  |
| 8 | Proaktif (*Proactive*) |  |  |  |  |  |  |
| 9 | Inovatif (*Innovative*) |  |  |  |  |  |  |
| 10 | Menyelesaikan tugas dalam tempoh yang ditetapkan.(*Complete the task within the stipulated period.)* |  |  |  |  |  |  |
| 11 | Ketahanan Mental (*Mental Endurance*) |  |  |  |  |  |  |
| 12. | Ketahanan Fizikal (*Physical Endurance*) |  |  |  |  |  |  |
|  | **Jumlah (*Total*)** |  |  |  |  |  |  |

Ulasan *(Comment)* :

Tarikh (*Date)* :

Nama penyelia :

(*Supervisor’s Name*)

Tandatangan :

(*Signature*)

Jawatan & cop :

( *Position & stamp*)

**Nota/ *Note*:**

Borang ini hendaklah dikembalikan oleh agensi selepas pelajar selesai menjalankan Latihan Industri dan dialamatkan kepada (*This form must be returned by the agency after the students had completed their Industrial Training and addressed to)*:

Penyelaras Latihan Industri Fakulti Ekologi Manusia Universiti Putra Malaysia

43400 UPM Serdang, Selangor Darul Ehsan

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