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# SCSx4114 Industrial Training Report Content & Assessment Rubric

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## **Excellent (8-10 marks)**

Accurate and complete abstract that includes the information of industrial training organization, **what have been done** during industrial training, **what have been learned** during industrial training, and the **achievements**.

## Excellent (8-10 marks)

Accurate and complete explanations of **organization profile** including **organization's core business**, **organization's activity**, **number of staff**, **organization structure**, information of the **division/unit** in which the practical training takes place and the **training program** which has been planned by the organization. **All supporting diagrams are included.**

### **Excellent (29-40 marks)**

Accurate, complete and clear explanations of the **introduction** of project/training, **objectives** of project/training, **type of project/training**, **hardware and software** used to execute the project/training, **given time period** to complete the project/training, **result** of the project/training, **theoretical and practical knowledge** from **Computer Science and Information Technology** used for the project/training, **problems faced** during execution of the project/training, **general skills** and **implementation management** of project/training, and **conclusion**. **All supporting diagrams are included. High consistency between logbook and final report.**

### Excellent (8-10 marks)

Accurate and complete **elaboration on things** that has been **learned from the supervisor, workers and reference material** when conducting the project/training. Be able to provide **constructive comments** of overall task performance.

## **Excellent (8-10 marks)**

Accurate and complete explanations of **overall achievement** of the Industrial Training, **problems faced** during project/training execution and **how to solve**. Be able to **provide opinion and suggestion** on how to **improve** the training in the future. **All references are included.**

- Reference
- Appendix
  - Industrial Training Achievement
  - Industrial Training Checklists
  - Others related attachments

## Excellent (8-10 marks)

Sentences are complete and grammatically correct. Sentence arrangement, sentence structure and language style flow together easily. Suitable and clear diagram, table and chart support the intended meaning precisely.



## Excellent (4-5 marks)

Accurate and appropriate **arrangement** of the report content. The whole **report format** including size and **reference format** follow **UTM's report format**.

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