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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***

|  |  |
| --- | --- |
| 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.*

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| --- | --- | --- | --- | --- |
| **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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