

**SCHOOL OF ENGINEERING**

**INDUSTRIAL TRAINING LOGBOOK**

Note: This document needs to be completed and submitted at the end of the student's industrial training period.  
(In Capital Letter)

STUDENT NAME: YAP JIN TECK	
STUDENT ID: 0326788	
PROGRAM: BACHELOR (HONS) DEGREE IN MECHANICAL ENGINEERING.	
COMPANY NAME: TAN CHONG MOTORS ASSEMBLIES SDN. BHD.	
COMPANY ADDRESS: LOT 2912G, PERSIARAN KESIDANGAN BARAT, <del>KAWASAN</del> KAWASAN PERINDUSTRIAN SUNGAI CHOH, 48200 SERENDAH, SELANGOR.	
TOTAL DURATION OF TRAINING: 12 WEEKS	
START DATE: 30 DEC 2019	COMPLETION DATE: 20 MAR 2020.
<b>INDUSTRIAL TRAINING LOGBOOK</b>	
<p>Students must document their daily activities, training details and tasks performed in the Industrial Training Logbook for the stipulated duration of training. At the end of the training, students should let their training supervisor verify their completed Logbook and complete the Declaration form before submission. The completed Logbook must be submitted to the Industrial Training Co-ordinator in the School of Engineering, Taylor's University not later than one week from the last day of the training.</p>	

Logbook Content (Filled by module coordinator):

0 1 2 3 4 5 6 7 8 9 10  
Poor Excellent

- 0 - No Logbook submitted
- 1-3 - Minimal use of Logbook. Contents of report is not reflected in Logbook
- 4-6 - Average use of Logbook. About 50% of items in report are reflected in Logbook
- 7-9 - Very good use of Logbook. Majority of content of report is reflected in Logbook
- 10 - Very good use of Logbook. Majority of content of report is reflected in Logbook.  
Logbook well documented and on a timely manner. Meeting minutes captured.


Student's Logbook

## DECLARATION

Before submitting this document for assessment, please complete the following declaration:

This is to certify that the contents of the Industrial Training Logbook are a true and accurate reflection of the work done by the student in the training company.

Student's name : KAP JIN TECK

Student's signature : 

Date:

Company's Name : TAN CHONG MOTORS ASSEMBLIES SDN. BHD.

Supervisor's Signature: 	<u>Comments on student or logbook:</u>
Supervisor's Name: LIM YIP HUN	
Date : 17/3/2020	
Email : yiphun.lim@tanchonggroup.com	
Office Phone: +603-6099 0288	
Mobile Phone: +6012-2773778	

Company's Stamp : **TAN CHONG MOTOR ASSEMBLIES SDN.BHD**  
Serendah Plant  
Lot 29120, Persiaran Kesidang Barat,  
Kawasan Perindustrian Sungai Choh,  
48200 Serendah Selangor Darul Ehsan

**Student's Logbook**

**Date:**

**Day:** *Monday, Week # 1*

**Activities of the Day / Week**

*30 December 2019*

I will be assigned to HR for a 3-day induction course before joining advanced engineering for the rest of the internship. The history of the company was introduced along with the rules and regulations of an employee, as well as emergency evacuation diagrams, brief safety rules and plant productions, were also introduced. An aptitude test was taken to ensure that I was fit and healthy for the internship. This test is conducted to ensure that I do not have any hidden disabilities due to prior injuries. A tour of the plant was given after that to allow for the familiarization of the layout of the facility.

*31 December 2019*

An Environment, Health and Safety Induction was conducted today to ensure that I adhere to company guidelines during my internship placement with the company. Introduction explains the attire that workers need as well as the PPE that are needed for specific workshops. There are small differences in the PPE and attire that are needed for each workshop to ensure that the damage to the vehicles in assembly are not damage while ensuring the safety of the workers. Emergency exit routes as well as assembly point were also shown to allow for clarification and familiarisation of the routes in case of an emergency. A demonstration of the safety equipment and PPE was given to show the importance of the equipment that are implemented in the facility.

*2 January 2020*

An Alliance Production Way (APW) induction was carried out to day as the last day of training. The APW department is important in this company as it sets the standards as well as the rules and regulations of the workers when working on their tasks. The APW introduction covers the terminologies and the mentality that workers are expected to be familiarised with when working as well as learning the signs and designations that are common when working in the workshops. Scheduled maintenance as well as other procedures were also introduced in the meeting and a test was given at the end of the introduction to ensure that I understand the introduction given for the day.

*3 January 2020*

Today is the first day that I am attached to the Advanced Engineering Department (AED). I was able to meet my supervisor which will guide me through this 12 weeks of internship. I was given the task of reading and understanding the Training Manual for Welders to familiarise with the configuration of the spot welders as well as familiarising with the abnormalities that may occur during the welding process.

**Achievement of the Day** (This section should be filled by the student)

Instructions: This section indicates student's achievement of the day / week based on the above activities. Students can tick more than one box provided below.

**Functional Skills**

- Problem solving skills
- Quantitative & Analytical Skills
- Computer Skills
- Decision making Ability
- Skills in Organizing/ Analyzing Data

**Soft Skills**

- Interpersonal Skills
- Critical Thinking Skills
- Teamwork Skills
- Leadership Skills
- Communication Skills

**Verified by:** (This section should be filled by Industrial supervisor)

Supervisor's Signature:



Supervisor's Name: ..... HAFIZ .....

Date : ..... 6/1/2020 .....

Comments:

**Student's Logbook**

**Date:**

**Day:** *Week 2*

**Activities of the Day / Week**

*6 January 2020*

I was given the task to tally the parts listed in a flow chart and comparing it with the part stationing diagrams given. This is important to ensure that all the parts needed for the car in production are accounted for in both documents.

A meeting was also called mid-day to meet with a supplier. This meeting was to have a discussion regarding the new welding machine needed for a new production line in the body workshop. Supervisors from various divisions in the body workshop gathered together to test the machine to make sure that the new machine can reproduce the quality and efficiency of the current machines as well as have certain improvements that the supervisors were looking forward to. I was able to learn the improvements and minimum requirements the supervisors were looking for in the new machines as well as the limitations of the current machines in comparison with the new machines that the supervisors were testing. I also followed my supervisor in having a meeting to plan for the layout of the new production line. This is important to ensure that each process in the production line is accounted for to allow for a successful test run.

*7 January 2020*

With the flow chart and part stationing diagrams tallied up from yesterday, I was given the task to create separate order sheets for the parts needed for the car. The process was tedious as the number of parts needed for a car is a lot and each part had its own unique part number. Order sheets had to be separated to be prepared to send out to supplier located at different countries overseas.

*8 January 2020*

With the new creation of a production line and the preparation of a new prototype, the office is starting to get hectic, with that my supervisor tasked me to read further into the different settings that are configurable on a spot-welding machine. All these conditions and settings are set in place to ensure that the weld is up to standards and the strength of the weld is safe for customers. Different types of material combinations as well as the welding gun conditions complicate the situation so a thorough understanding of the effects of different settings are important.

*9 January 2020*

With the knowledge I have learned this week, I was able to apply it in a spreadsheet that my supervisor had to complete. With the task I was able to identify the settings needed for the spot welder through the material type, the force needed and the current needed. These settings were noted down to be tested during production.

*10 January 2020*

With production testing happening soon, paperwork needed to ensure that everything is accounted for before production testing must be completed. A new document has been tasked for me to complete after I handed over my previous task. This time I am tasked to create an evaluation system checklist for the Advanced Engineering Department as well as the Genba (現場) department. This checklist is created to allow for the clear understanding of the tasks that need to be evaluated as well as the target results that are needed for each task to be considered complete.

**Achievement of the Day** (This section should be filled by the student)

Instructions: This section indicates student's achievement of the day / week based on the above activities. Students can tick more than one box provided below.

**Functional Skills**

- Problem solving skills
- Quantitative & Analytical Skills
- Computer Skills
- Decision making Ability
- Skills in Organizing/ Analyzing Data

**Soft Skills**

- Interpersonal Skills
- Critical Thinking Skills
- Teamwork Skills
- Leadership Skills
- Communication Skills

**Verified by:** (This section should be filled by Industrial supervisor)

Supervisor's Signature:



Supervisor's Name: ..... HAFIZ

Date : ..... 15/1/2020

Comments:

## Student's Logbook

**Date:**

**Day:** *Week 3*

### Activities of the Day / Week

*13 January 2020*

Research regarding phosphate conversion coating was done today to understand the process as well as the common defects that may occur in the process. I was able to take a look at the paint shop to have a better understanding of the process that is taken place. Although the main process focused on this visit was for the phosphate conversion coating process, I was able to see the shell of a vehicle be coated from its base coat to the top coat. The visit to the paint shop also allowed me to observe and understand the defects that occur during the coating process of the vehicles. Observations of the defects were noted to be able to be compared later. Discussion with supervisor regarding the defect was taken place to understand the possible cause as well as the solution of the defect.

*14 January 2020*

QVCC (Quality Variation Characteristic Control) and FF (Fit and Finish) data had to be analyzed and organized into tables based on their designated point numbers and the section of the car it is labeled under. The task was tedious as it required organizing thousands of data points. The data here is used to determine the quality of the assembled chassis by determining the variation measured in selected areas when comparing the data with the required parameters of the chassis. QVCC and FF checks are done at random intervals to ensure that the quality of chassis produced is up to standards.

*15 January 2020*

Experiments were discussed and designed to allow for the experiment to be conducted without affecting the production line. This experiment is to determine if air pockets are present in one of the chassis cleaning process in the paint shop. QVCC and FF data are still being arranged and some errors as well as missing data has been found and notified to my supervisor.

*16 January 2020*

The experiment has been conducted and the results were returned at the end of the day. The play does show signs of defects, but the result cannot conclude the hypothesis set before the experiment as the defects occur at random interval. Empty data points were able to be resolved.

*17 January 2020*

QVCC and FF data were finalized and submitted to supervisor.

### **Achievement of the Day** *(This section should be filled by the student)*

*Instructions: This section indicates student's achievement of the day / week based on the above activities. Students can tick more than one box provided below.*

#### **Functional Skills**

- Problem solving skills
- Quantitative & Analytical Skills
- Computer Skills
- Decision making Ability
- Skills in Organizing/ Analyzing Data

#### **Soft Skills**

- Interpersonal Skills
- Critical Thinking Skills
- Teamwork Skills
- Leadership Skills
- Communication Skills

**Verified by:** *(This section should be filled by Industrial supervisor)*

Supervisor's Signature:



Comments:

Supervisor's Name: ..... *Muhammad Hafeez* .....

Date : ..... *3/1/2020* .....



## Student's Logbook

**Date:**

**Day:** *Week 4*

### Activities of the Day / Week

*20 January 2020*

I was able to follow my supervisor in investigating the cause of some of the defects that are present in certain cars. Investigating the various defects required the observation of the defect parts in different stages of the assembly to understand the origin of the defect. Pictures were taken regarding the defects in the middle of production in each stage to find out where the defect starts to occur.

*21 January 2020*

Due to my current supervisor being too busy with the preparation of a new production line, I was handed over to the production division of AED. I'll be helping the department in supporting their work while learning the ins and outs of the new department. The handover happened later in the day so with the short amount of time left before leaving work, I was tasked to understand the welding point/assembly diagram that I will be working with in the coming months.

*22 January 2020*

I was tasked to follow Harif in checking the parameters for the spot-welding guns that are in operation in the body shop. The parameters to check include the current the spot-welders were operating in as well as the welding pressure that are being used in the gun. These settings are then compared with the intended value to see if they are in range of the operating parameters or changes needed to be made to ensure that the operating parameters are followed. These parameters are important to ensure that the welding of the chassis is rigid and defects are at a minimal. Welding pressures for the welding guns can be set at the pressure valve at the welding gun while the current had to be set at the transformers above the main body shop floors.

*23 January 2020*

Besides the routine check for the spot welder parameters that I have learned from yesterday, I was given the task to study the reports that are written in case of defects/abnormalities spotted during the auditing sessions. Reports include the abnormalities in the welder's parameters, sealant application defects, spot welding quality defects, as well as body accuracy reports that I have learned in the previous week. I was also able to observe my supervisors in understanding and overcoming a challenge regarding a defect on one of the units that was already fully assembled but had been brought back to us. My supervisors were able to fix the defect and return the unit back to the assembly shop for further inspection.

#### **Achievement of the Day** *(This section should be filled by the student)*

*Instructions: This section indicates student's achievement of the day / week based on the above activities. Students can tick more than one box provided below.*

#### **Functional Skills**

- Problem solving skills
- Quantitative & Analytical Skills
- Computer Skills
- Decision making Ability
- Skills in Organizing/ Analyzing Data

#### **Soft Skills**

- Interpersonal Skills
- Critical Thinking Skills
- Teamwork Skills
- Leadership Skills
- Communication Skills

**Verified by:** *(This section should be filled by Industrial supervisor)*

Supervisor's Signature:



Supervisor's Name: .....

Date : .....

*3/2/2020*

Comments:

## Student's Logbook

**Date:**

**Day:** *Week 5*

### Activities of the Day / Week

*3 February 2020*

I was able to follow my colleagues in learning the procedures in conducting a sealant application check. These checks are in place to ensure that sealant is applied in the proper manner while also checking if the correct sealant is being applied. This ensures that defects do not occur during the assembly process and ensure that the car is safe to be used on the road by customers.

*4 February 2020*

I was able to follow my colleague in learning the procedures in conducting a spot-welding check. Spot welding checks are in place to ensure that spot-welding procedures are done correctly, and no defects can be observed. Defects of spot-welding include half spots, double spotting, spot miss etc. These defects may be dangerous as the structure of the chassis is compromised if defects are not detected before full assembly.

*5 February 2020*

I was able to follow my colleague in doing auditing work for sealants for specific models of cars. The sealant auditing works this time required the measurement of the application of the sealant. Sealant gets applied in two ways; one way is the sealant getting brushed onto the parts while the other way is to apply the sealant to the part without the need to spread it. Measurements are taken to ensure that the sealant applied is enough for the application assembly. Issues have arisen further down in the production line, causing the production line to stop abruptly. Further work can not be done as my department required the production line to be working in order to do the auditing.

*6 February 2020*

I followed my colleague in performing an Operation Checksheet Parameter Audit (OCPA) audit. OCPA audit is to overlook workshop operators during their operation in ensuring that the operators follow the Standard Operation Sheet when manufacturing and assembling panels together to be spot welded. The audit ensures that defects can be minimized by ensuring procedures are followed and weld points are done correctly.

*7 February 2020*

Issues have arrived at one of the production lines today. Spot peel defects arise at one of the spot welding points. Spot peels are defects where the spot-welding point although is welded, is too weak to hold the panels welded together. Destructive test on the weld will separate the weld, peeling the two sheets apart, hence the name spot peel. I followed my supervisor and my colleague to investigate the cause of the defect and refer to manuals to troubleshoot and fix the defect through various methods.  
Continued operation check

### **Achievement of the Day** *(This section should be filled by the student)*

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#### **Functional Skills**

- Problem solving skills
- Quantitative & Analytical Skills
- Computer Skills
- Decision making Ability
- Skills in Organizing/ Analyzing Data

#### **Soft Skills**

- Interpersonal Skills
- Critical Thinking Skills
- Teamwork Skills
- Leadership Skills
- Communication Skills

**Verified by:** (This section should be filled by Industrial supervisor)

Supervisor's Signature:



Comments:

Very Good.

Supervisor's Name: .....

BUSRI BIN MAJUNI

Date

: 19/02/2000

## Student's Logbook

**Date:**

**Day:** *Week 6*

### Activities of the Day / Week

*10 February 2020*

Changes to the production line have made to combat the spot peel defects that have arisen in the production line. My colleague and I were tasked to monitor the situation in case the defect persists. With the changes made, another issue has arisen due to the changes. Sparks due to welding on the spot-welding gun that has changes made were getting violent. This phenomenon does not affect the strength of the weld, but the violent nature of the spark is dangerous for the operator working on the spot-welding gun and cause injuries due to burns from the spark. Parameters of the spot-welding gun are studied again to find an alternative solution.

Maintenance was done to the layout machine. The layout machine is used to check the quality and accuracy of the welds done on the body of a specific car. Maintenance is done to ensure that the measurements taken with the machine are not affected by dust present underneath the layout machine.

*11 February 2020*

Further observations were made today regarding the changes made to the spot peel defects from the previous week. I followed my colleague later in the day to perform OCPA audits in the production line. OCPA audits are frequent as the audit requires the observation of the production line which has downtimes in certain areas at different times of days.

*12 February 2020*

Continuation of OCPA audits on the production line.

*13 February 2020*

Panel misalignment defects have been brought up to the department's notice from the production line. I followed my supervisor and colleagues went to investigate the issue. Discussions were made between supervisors to find the best course of action to tackle the defect present.

*14 February 2020*

My supervisor was able to teach me the ins and outs of the layout machine. The fundamentals are similar to a CNC machine, which is able to track a specific space accurately by 0.001mm. Calibration needs to be done to the space of the machine to ensure accurate tracking can be achieved. I followed my colleague in initiating a holdback on a chassis that was in production. Unfortunately, the chassis was not able to be finished in time but we were able to hold back part of the chassis to the layout machine which my colleagues were able to inspect during the weekends.

#### **Achievement of the Day** *(This section should be filled by the student)*

*Instructions: This section indicates student's achievement of the day / week based on the above activities. Students can tick more than one box provided below.*

#### **Functional Skills**

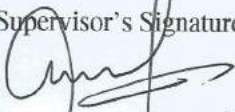
- Problem solving skills
- Quantitative & Analytical Skills
- Computer Skills
- Decision making Ability
- Skills in Organizing/ Analyzing Data

#### **Soft Skills**

- Interpersonal Skills
- Critical Thinking Skills
- Teamwork Skills
- Leadership Skills
- Communication Skills

**Verified by:** (This section should be filled by Industrial supervisor)

Supervisor's Signature:



Supervisor's Name: Mohamad Akhyari Maaran

B. ABDUL KADIR

Date : 19/02/2020

Comments:

## Student's Logbook

Date:

Day: *Week 7*

### Activities of the Day / Week

*17 February 2020*

The partial chassis was sent back to the production line after the holdback and inspection and another holdback was initiated for a full chassis. We were able to obtain the chassis we wanted and was able to send it in to the layout machine. Calibration of the machine was made in preparation of the chassis and inspection with the layout machine was done. Points of interest preset by my colleagues were used as a guide to check for deviations on the chassis in comparison to the first chassis that was used to set the point of interest.

*18 February 2020 & 19 February 2020*

Continuation of the chassis inspection with the layout machine was done.

*20 February 2020*

Academic supervisor was able to visit my workplace for an assessment today. My supervisor was able to assess as well as understand the progress of my internship as well as gather feedback from my industrial supervisor. I was also able to learn future improvements that need to be made through the visitation and the feedback I got from my industrial supervisor.

I was able to learn from my colleague how to export the data that I have gathered while conducting the chassis inspection on the layout machine to another software that the company uses. There were some errors that can be observed from the results gathered from the chassis inspection with the layout machine. I was able to learn how to identify the errors and confirm the points that have issues to ensure the data gathered from the inspection is accurate.

With the points confirmed, I followed my colleague to holdback an engine composition of another model to conduct an inspection on the layout machine. Holdback on different parts of a chassis are sometimes conducted to identify defects that may have occurred in specific processes during the assembly of a section of the chassis.

*21 February 2020*

I was able to follow my colleague in conducting at least one OCPA audit before starting work on the layout machine. Inspection of the engine composition that was held back yesterday was done and a report was created using the points inspected with the layout machine. The engine composition was returned to the production line along with the chassis that was held back earlier in the week.

### **Achievement of the Day** *(This section should be filled by the student)*

*Instructions: This section indicates student's achievement of the day / week based on the above activities. Students can tick more than one box provided below.*


#### **Functional Skills**

- Problem solving skills
- Quantitative & Analytical Skills
- Computer Skills
- Decision making Ability
- Skills in Organizing/ Analyzing Data

#### **Soft Skills**

- Interpersonal Skills
- Critical Thinking Skills
- Teamwork Skills
- Leadership Skills
- Communication Skills

**Verified by:** (This section should be filled by Industrial supervisor)

Supervisor's Signature:   
Supervisor's Name: BUSRI BIN MAJINI  
Date: 17/03/2020

Comments:



## Student's Logbook

**Date:**

**Day:** *Week 8*

### Activities of the Day / Week

*24 February 2020*

A new chassis was on the layout machine as my colleagues were working over the weekend. I was able to help my colleague in confirming some of the points on the chassis before sending the chassis back into the production line. With the chassis out of the layout machine, I was able to set the post for a different chassis to enter the layout machine. Defects on another production line warrants another chassis to enter the layout machine as soon as possible. The chassis in question was held back and loaded onto the layout machine for inspection for the week.

*25 February 2020 & 26 February 2020*

Inspection of chassis in question started.

*27 February 2020*

With the inspection of the chassis finished, the 1<sup>st</sup> draft of the report was done to check for any abnormalities in the data gathered for reconfirmation. My supervisor also requested additional points of interest to be inspected due to the defects that are currently being assessed. The points were reconfirmed, and additional points were inspected before the end of the day.

*28 February 2020*

A final report was created with the points being evaluated and the data accepted by my supervisor. Maintenance was done to the layout machine as I felt that there was difficulty in getting accurate data with dust buildup on the machine. Before ending the day, I was able to follow my supervisor as well as my colleague to enter the production line to take measurements of spot-welding guns that have been highlighted for inspection. Measurements of the spot-welding guns are taken to ensure that the spot-welding gun retains the original dimensions to outlaw the possibility of defects created from the spot-welding gun. Different parts from the intended design are used occasionally when parts are not available, and dimensions are closely similar. But this needs to be inspected by my supervisors to ensure that the spot-welding gun is able to perform the intended tasks correctly.

### **Achievement of the Day** *(This section should be filled by the student)*

*Instructions: This section indicates student's achievement of the day / week based on the above activities. Students can tick more than one box provided below.*

#### **Functional Skills**

- Problem solving skills
- Quantitative & Analytical Skills
- Computer Skills
- Decision making Ability
- Skills in Organizing/ Analyzing Data

#### **Soft Skills**

- Interpersonal Skills
- Critical Thinking Skills
- Teamwork Skills
- Leadership Skills
- Communication Skills

**Verified by:** (This section should be filled by Industrial supervisor)

Supervisor's Signature: 

Supervisor's Name: Basim Bin Majum

Date: 17/02/2020

Comments:

## Student's Logbook

**Date:**

**Day:** *Week 9*

### Activities of the Day / Week

*2 March 2020*

The layout machine has been busy lately due to the interference of in the schedule from higher ups. With the chassis inspection complete from last week, the previous chassis was sent back to be reentered into the production line while I was tasked to set the alignment post for the new chassis planned to enter the layout machine. There have been some issues with one of the post used for the planned chassis so I followed my supervisor to the workshop to do some modifications to it to allow for accurate alignment for the planned chassis.

My colleague was also to teach me the procedures when creating a report based on the data points gathered from a chassis inspection. The data is interpreted, and corrections are made when needed to ensure that the data is accurate and within the requirements needed. The final report is then exported into a program which is inspected by my supervisor.

*3 & 4 March 2020*

With supervisors intercepting the schedule for the layout machine to inspect chassis for upcoming models, the layout machine is backed with multiple chassis waiting to be inspected. I have taken up the task to help my colleague in getting the inspection done as quick as possible to remove the backup that is present due to the interception from my supervisors.

*5 March 2020*

My colleagues were able to finish up the inspection of this chassis during their overtime. I was able to help my colleague in confirming the points that look to have had errors in obtaining its accuracy. I was also able to learn how to add additional inspection points to the chassis with the help of my colleague. New inspection points are added time to time to check for areas that were previously a non-issue.

I was tasked to also help with some formatting in an excel document in the company. The formatting needs to be done to highlight data out of tolerance automatically when the data is entered.

### **Achievement of the Day** *(This section should be filled by the student)*

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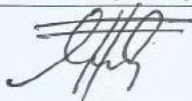
#### **Functional Skills**

- Problem solving skills
- Quantitative & Analytical Skills
- Computer Skills
- Decision making Ability
- Skills in Organizing/ Analyzing Data

#### **Soft Skills**

- Interpersonal Skills
- Critical Thinking Skills
- Teamwork Skills
- Leadership Skills
- Communication Skills

**Verified by:** (This section should be filled by Industrial supervisor)

Supervisor's Signature: 

Supervisor's Name: BASRI BIN MAJUNI

Date: 17/02/2020

Comments:

**Student's Logbook**

**Date:**

**Day:** *Week 11*

**Activities of the Day / Week**

*9 March 2020*

I took Friday off to help out the open day event that was held in Taylor's University. My colleague was able to bring in another chassis to be inspected over the weekend. I was able to help my colleague in confirming the error points before creating the report for the chassis and sending the chassis out into the production line.

My supervisor requested to have a presentation of what I have learned from this internship with my company. I was able to conduct the presentation showing what I have done and what I have learned from this internship. My supervisor was happy with the presentation and I was able to hand in the internship assessment form to my supervisor to be filled out.

Posts were set and aligned again in preparation for another chassis.

*10 March 2020 to 12 March 2020*

The new chassis was brought in and inspection of the chassis is done for my supervisor. This chassis is inspected to understand defects that are currently affecting the fit and finish of the chassis to allow for the assembly of body panels. New points were also created to understand the defect in more detail and observe the variation in comparison to the original model of the chassis.

*13 March 2020*

A holdback for a different chassis was made as there was a urgent defect in the production line. With the chassis on the layout machine done, the chassis is removed from the layout machine and send back into the production line. Posts were set on the layout machine in preparation of the new chassis.

**Achievement of the Day** *(This section should be filled by the student)*

*Instructions: This section indicates student's achievement of the day / week based on the above activities. Students can tick more than one box provided below.*

**Functional Skills**

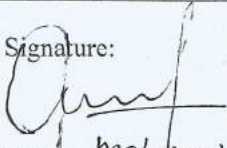
- Problem solving skills
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**Soft Skills**

- Interpersonal Skills
- Critical Thinking Skills
- Teamwork Skills
- Leadership Skills
- Communication Skills

**Verified by:** (This section should be filled by Industrial supervisor)

Supervisor's Signature:



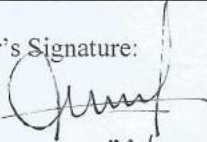
Supervisor's Name: Mohamad Akhyari Mazran

B Abdul Kadiz

Date

: 17/3/020

Comments:

Student's Logbook	
Date:	Day: <i>Week 12</i>
<b>Activities of the Day / Week</b>	
<p><i>16 March 2020</i>            The chassis held back was inspected by my colleagues over the weekend. Additional points were added in today to understand the defect. The part in question was also brought in and assembled onto the chassis to understand the potential defect. But to our surprise, the defect is not present in the chassis that we have brought in. Discussions were made and multiple hypothesis were made but ultimately further observation needs to be taken place to understand the current phenomena.</p> <p><i>17 March 2020</i>            Due to the news of a lockdown and subsequent news of a plant shutdown, paperwork is rushed to ensure that documents are ready before the shutdown commence as this is the last week of my internship placement.</p> <p><i>18 March 2020 to 20 March</i>            Factory closed due to Covid-19 Lockdown</p>	
<p><b>Achievement of the Day</b> (<i>This section should be filled by the student</i>)            Instructions: <i>This section indicates student's achievement of the day / week based on the above activities. Students can tick more than one box provided below.</i></p>	
<p><b>Functional Skills</b></p> <p><input type="checkbox"/> Problem solving skills</p> <p><input checked="" type="checkbox"/> Quantitative &amp; Analytical Skills</p> <p><input checked="" type="checkbox"/> Computer Skills</p> <p><input type="checkbox"/> Decision making Ability</p> <p><input type="checkbox"/> Skills in Organizing/ Analyzing Data</p>	<p><b>Soft Skills</b></p> <p><input checked="" type="checkbox"/> Interpersonal Skills</p> <p><input checked="" type="checkbox"/> Critical Thinking Skills</p> <p><input type="checkbox"/> Teamwork Skills</p> <p><input type="checkbox"/> Leadership Skills</p> <p><input checked="" type="checkbox"/> Communication Skills</p>
<p><b>Verified by:</b> (<i>This section should be filled by Industrial supervisor</i>)</p>	
<p>Supervisor's Signature: </p> <p>Supervisor's Name: <u>Mohamad Akhyari Mazran</u></p> <p style="padding-left: 100px;"><u>B ABD Kadir.</u></p> <p>Date : <u>17/3/2020.</u></p>	<p><u>Comments:</u></p>