

Industrial Training (SEMM 3915)

Briefing Phase 1
Sem. 3 Session 2025/2026

By :

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Course Overview

- Industrial Training SEMM3915 is offered in the third year, during the long semester break (Semester 3).
- It is a compulsory course for students of Bachelor of Mechanical Engineering from all programs (SEMBH/SEMIH/SEMMH/SEMOH/SEMPH/SEMTH/SEMVH).
- Industrial Training with 5-credit course exposes students to the real work setting in various industries for 12 weeks. The course utilizing 200-hour Student Learning Time (SLT).
- The students are placed in industries that best suit their area of studies.
- It is an experiential learning that requires the students to learn the process and able to apply the knowledge acquired in class in actual industrial setting.
- The knowledge acquired during practical training may be used later in final year project and final year courses as well as to equip them for future job.

Industrial Training Experience



Figure 1: Site visit and official discussion at TLDM Lumut



Figure 2: Discussion with students on the internship progress at Enigma Technical Solution



Figure 3: Project Presentation by the intern student

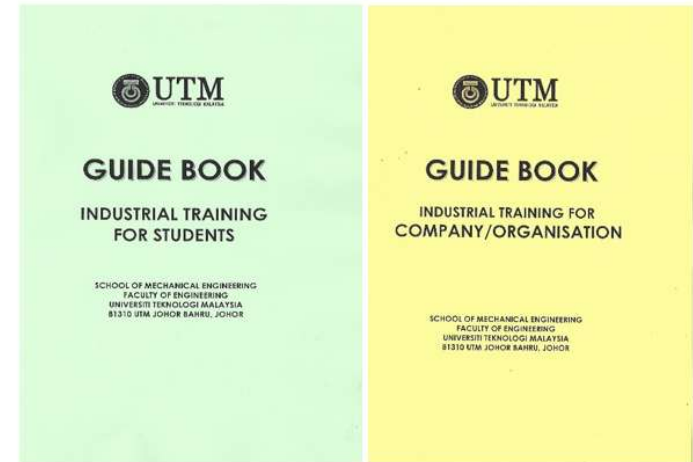


Figure 6: Guide books for students and industries



Figure 4: Supervision visit at FMC Technip

Briefing Phase 1



Purpose Of Briefing

- **To ensure** that students can properly perform training and successfully achieve the objectives of the industrial training.



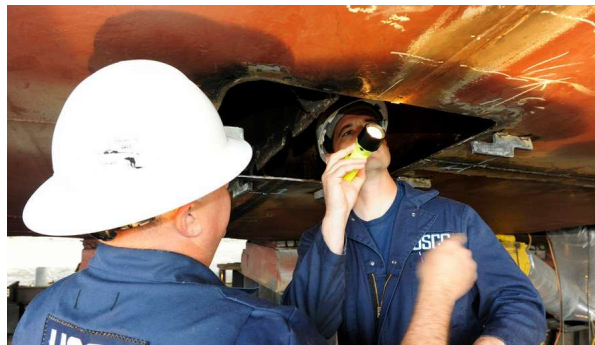
Objectives of Industrial Training



A word cloud illustrating the objectives of industrial training. The words are arranged in a cluster, with 'internships' being the largest and most central. Other prominent words include 'career plan', 'personal development', 'stepping stone', 'networking', 'confidence', 'training', 'initiative', 'cv boost', 'project management', 'team working', 'interview ideas', 'great opportunity', 'employability skills', 'liaising', 'responsibility', 'inspiring experience', 'interpersonal skills', 'communicating', 'exceptionally useful', 'engagement', 'independence', 'decision making', and 'career development'.

networking
engagement independence
exceptionally useful
interpersonal skills
communicating
personal development
stepping stone
decision making
training
confidence
initiative
cv boost
project management
career development
team working
interview ideas
great opportunity
employability skills
liaising
responsibility
inspiring experience
internships
career plan

Scopes of Industrial Training



- **Observation** of factory/company operation.
- **Manufacturing** operation.
- **Assembly and fabrication** work.
- **Inspection and quality** control.
- **Process control** and instrumentation.
- **Project** design.
- **Maintenance and Overhaul** process
- **Administration/management**
- **Consultation.**



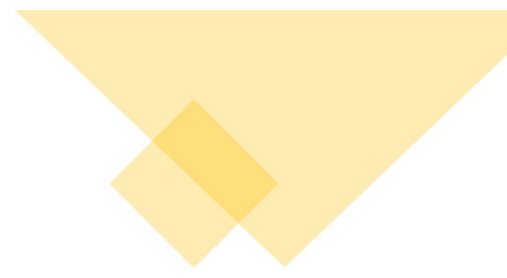
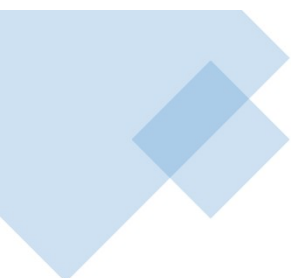
How To Apply???

REQUIREMENTS

Compulsory for a student who has attained a **minimum of 80 credits** by 2nd semester in the current Programme Year.

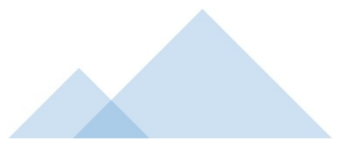
✓ **Any specific subjects to pass? (Refer to your academic program book)**

- **Minimum grade D- (30%) in the pre-requisite courses**



Pre-requisite Courses

SEMM2123 Mechanics of Solid 11 (except SEMOH)	SEMM2223 Mechanics of Machine & Vibration	SEMM2323 Mechanic of Fluids 11 (except SEMOH)	SEMM2423 Applied Thermodynamics (SEMMH only)	SEMM2433 Applied Thermodynamics & Heat Transfer (except SEMMH and SEMOH)	SEMO2123 Ship & offshore Structure 1 (SEMOH only)
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INDUSTRIAL TRAINING APPLICATION FORM: SESSION 2025/2026 -3

PART A : TO BE COMPLETED BY STUDENT

Name : _____

Year : _____ Program : _____

I/C No or Passport No : _____ Matric no : _____

Registration & Examination result :

- a) Total credits gained (latest) : _____
- b) Total credits counted (latest) : _____
- c) Total credit exemption : _____
- d) No of credit registered (Current semester) : _____
- e) No of credit will register (Next semester) : _____
- f) Total credits : _____

Please state the grade obtained for the courses below:

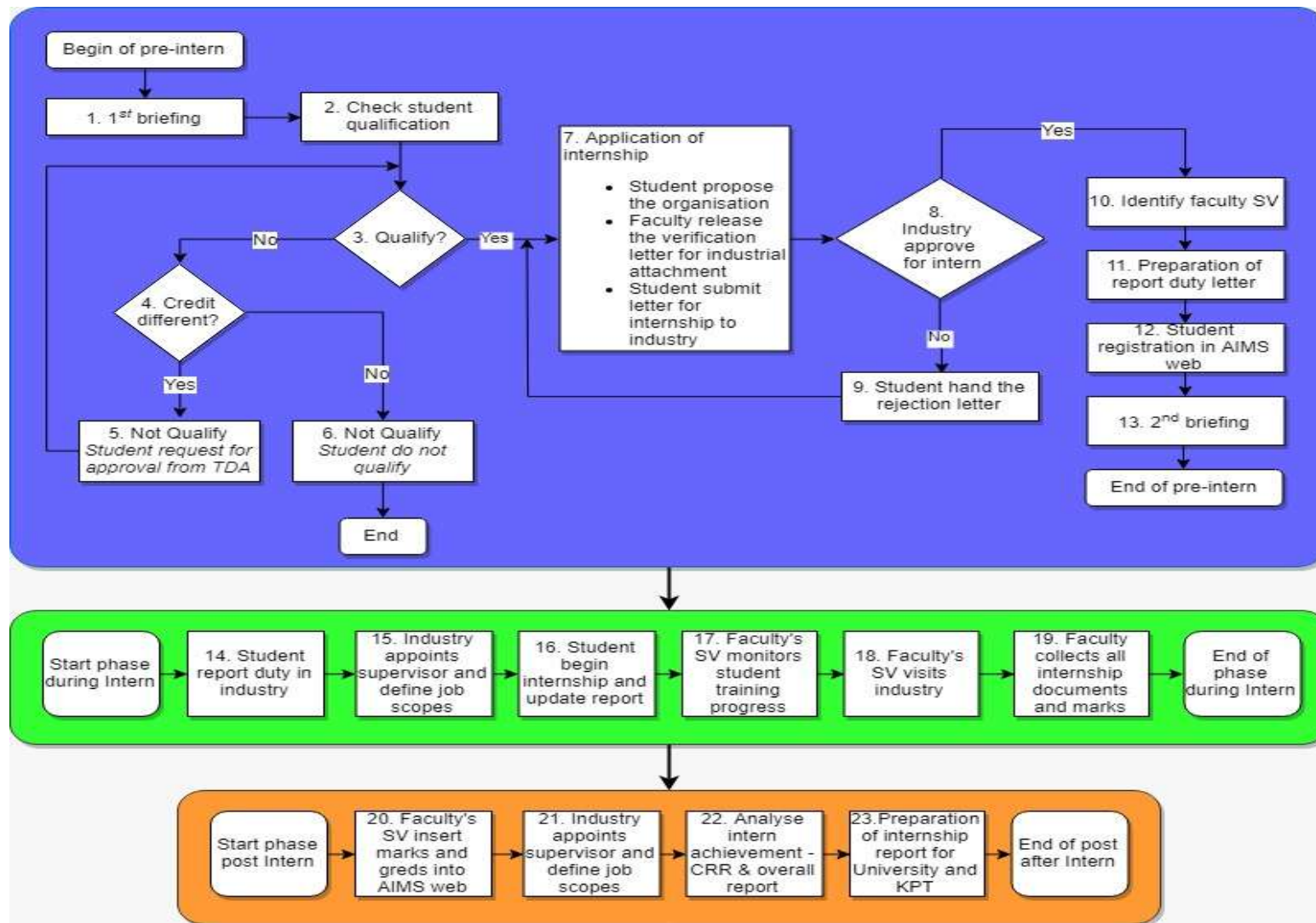
COURSE CODE	COURSE NAME	GRADE	2020/2021-1 (Please tick ✓)	2020/2021-2 (Please tick ✓)
SEMM 2123 (<i>except SEMO</i>)	Mechanics of Solid II			
SEMM 2223	Mechanics of Machine & Vibration			
SEMM 2323 (<i>except SEMO</i>)	Mechanics of Fluids II			
SEMM 2423 (<i>SEMM only</i>)	Applied Thermodynamics			
SEMM 2433 (<i>except SEMO & SEMM</i>)	Applied Thermodynamics & Heat Transfer			
SEMO 2123 (<i>SEMO only</i>)	Ship & Offshore Structure I			



Complete the Industrial Training
Application Form and upload via the
google form. The google form will be
provided by the Academic Office.

Submission before 31th January 2026

Industrial Training Implementation



How to apply?

1) Using MyAims UTM Website

<https://my.utm.my/login>

2) Maximum of 10 applications at one time

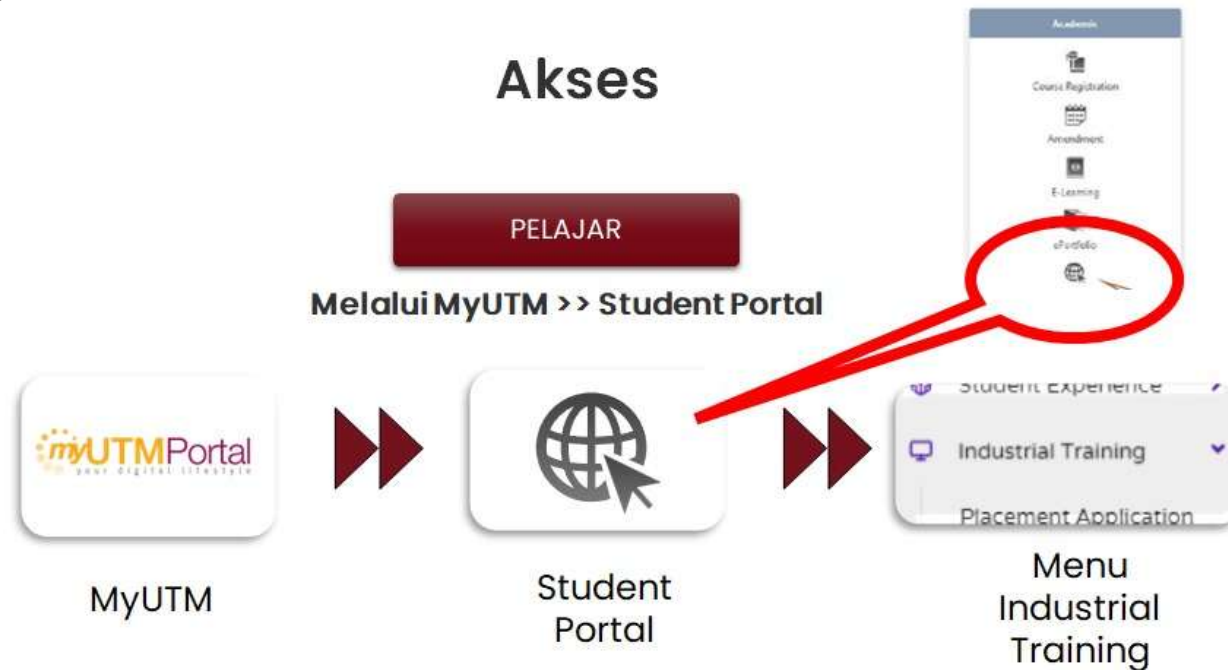
Login to ITS

Starting January 2024 please access ITS system using my.utm.my

For Student, please click Student Portal >> Industrial Training

For Staff / Coordinator please click MyAims >> Industrial Training

<https://myaims.utm.my/>



Significant Matters

- **Compulsory Initial Steps:**
 - Students are required to check and ensure the ITS account personal information (CV and photo), telephone and recent email (active).
 - If the student information is not complete, the ITS system will not be able to generate the relevant document.



Significant Matters



- **Students are required to use the ITS system:**
 - To read important notices.
 - To check the company info for the latest update.
 - Look for latest contact info (may differ from the ITS system).
 - To check the Faculty Supervisor name (once LI begin).



Next steps... Using ITS

Placement application (database industry)

Industrial Training (20 July to 9th October 2026)

Industrial Training Supervision – (August – September 2026)

Assessment and Mark Key In by faculty supervisor - end of October 2026

Results Either PASS OR FAIL

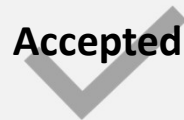
Apply placement:



Get Approval from coordinator programme – Submit the cover letter & reply form to the company (2 weeks time)



Upload the offer letter/reply form from the company in the ITS system



Generated letter – Download the confirmation letter and indemnity letter and submit to the company.



ITS Access for student



Login MYUTM

Use UTMID



Student Portal

Click Student Portal
in Academic
Section



Menu Industrial Training

Click Menu
Industrial Training

Internship Registration Approval

01

EMAIL NOTIFICATION

MYAIMS <myaims@utm.my>

to me ▾

Dear TEO JIN XUAN,

Congratulations! You now are eligible to participate in the industrial training scheduled for Session **202220231**. Please use the student portal for make a placement application.

Thank You.

** This is a Notification Email. Please Do Not Reply.*

EMAIL NOTIFICATION RECEIVED

Students who are eligible to attend Industrial Training automatically after the faculty administrator completes screening each semester.

Application appeals

If there are students who did not receive the email or were not listed as eligible to attend Industrial Training, student can appeal the application

APPLICATION PLACEMENT IN ITS SYSTEM

02 APPLY

Make A Placement Application

Click here to start placement application

(1) Student Dashboard

(2) Industrial Training

(3) Make A Placement Application

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The image shows a sequence of three screenshots from the ITS system. The first screenshot, labeled (1) Student Dashboard, displays a student's profile for TEO JIN XUAN, a Bachelor of Science (Physics) With Honours student. It includes statistics for CGPA (3.90), Activity (310), Awards, and Debts (0.00). Below these are course trackers and a CGPA summary chart. The second screenshot, labeled (2) Industrial Training, shows the 'Student Portal' menu with 'Industrial Training' selected, which has a sub-option 'Placement Application'. The third screenshot, labeled (3) Make A Placement Application, shows a confirmation message: 'Congratulations, you have fulfilled the criteria to participate in the industrial training expected in Session 202120223'. A button labeled '+ Make A Placement Application' is highlighted. Below this is an announcement section with two points regarding system usage and login credentials.

ITS



Portal Usage Guideline for Industrial Training @studentportal







More Details on the Manual ITS 2023. Click link Below

<https://docs.google.com/presentation/d/1iyRK5UY1jGXAjvetG-29KG4xMdHN0Wlp/edit?usp=sharing&ouid=115467362530978693874&rtpof=true&sd=true>

Employees' Allowance

- Can I get **Allowance** (Incentive and optional) from this Industrial Training?
 - **Yes** – If the company does provide this incentive.
 - **No** – If the company does not provide it.



Significant Matters



- Please make a **preliminary assessment** (study and research) of the location and the nature of the operation (or activities) of the company before submitting the application form.
- Students are **not allowed** to **Drop** Industrial Training for any reasons. However, can be considered if supported by strong reasons and agreed by the committee (e.g.: severe health problem/dead).
 - Medical leave (MC)- no more than 5 days (MC public hospital only)
 - MC > 5 day = **FAILED MANDATORY** (repeat)
- The student who received **an offer for more than one place** **MUST** write **rejection letter to the company** and **submit a copy to the Faculty**.



WARNING!!!

- **PALAPES and SUKSIS students are allowed to apply for Industrial Training in Year 3 (Pentauliahah)**
 - Must obtain **APPROVAL** from **FACULTY** and **COMPANY** to attend “**Pentauliahah**” **minimum 2 month before the internship period**, otherwise **FAIL MANDATORY**.
 - Student must send email to Deputy Dean Academic (TDA) email tdafkm@utm.my and CC to Pn Saidatul Akmar (Assistant Registrar) email : saidatulakmar@utm.my
 - **Student must replace 2 weeks** of the Pentauliahah **before or during** the internship period. It must be verified by the company supervisor
 - or Apply for Industrial Training in Year 4.
- Any change to the internship placement **MUST** first get permission or approval by the Faculty.
 - Does student need to inform the Faculty on their latest internship placement (BLP 01)? YES. Why?
 - For tracking, contact, and supervision purposes.
 - For **Safety**
- Those who **change their internship place without approval from the Faculty** will be given **Hadir Gagal, HG (Fail)** status.

WARNING!!!

- Those who have **FAILED (HG)** their first LI:
 - can **re-apply** for the second LI.
 - But at **different organisation/company**.
- Those who have **undergone LI abroad and get HG status** can re-apply for **LI in UTM ONLY**.



Assessment

- **Evaluation** aspect: **Performance**, **Personality** and **Outcomes**
- Mark distribution:

CONTENT	MARKS(%)
Final report (BLP05)	40
Organization evaluation report (BLP03)	30
Faculty evaluation report (BLP04)	20
Log book (BLP06)	10

- Result:

Hadir Lulus, HL (Pass)	> 60%
Hadir Gagat, HG (Fail)	< 60%

A large blue oval with a thin black border, centered on a light blue background. Inside the oval, the text is written in bold black capital letters.

**INDUSTRIAL TRAINING FOR SEM 3
2025/2026**

**FROM 20 JULY to 9 OCT 2026
(12 WEEKS)**

APPLY NOW

Program Coordinators

HEAD OF COORDINATOR

Ts.Dr. Ahmad Humaizi bin Rozaini 012-7277432

SEMM/SEMMH

Dr Muhammad Azfar Bin Nordin 0187668492

Ir. Ts. Dr. Wong Keng Yinn 016-7019074

Dr. Nur Safwati binti Mohd Nor 010-829 2740

Ts. Dr. Muhammad Firdaus bin Isham 013-6625928

Ts. Dr. Zulhanafi bin Paiman 013-7679945

Dr. Mohd Haziq bin Dzulkifli 019-4165106

SEMI/SEMIH

Dr. Mohd Firdaus bin Mohd Taib 019-6986057

SEMB/SEMBH

Dr. Mohd Zamri bin Mohd Yusop 017-7862300

SEMO/SEMOH

Ir. Dr. Muhammed Amirul Asyraf bin Hasnan 013-7903101

SEMV/SEMVH/SKMV

Dr. Desmond Daniel Chin Vui Sheng 016-8031580

SEMP/SEMPH/SKMP

Dr. Mohd Faridh bin Ahmad Zaharuddin 013-2362347

SEMT/SEMTH/SKMT

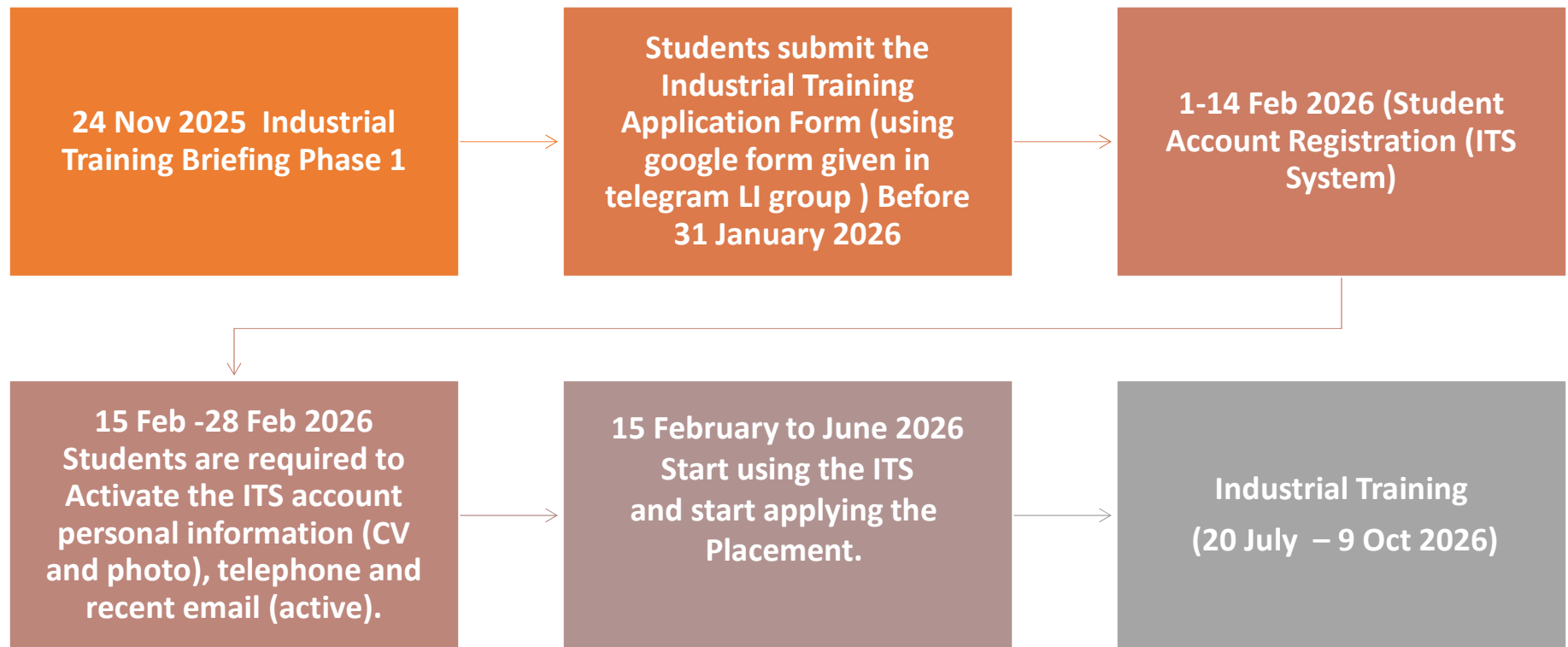
Dr. Mohd Fairuz bin Shamsudin 013-7788466

Admin Staff

Administrative staff for Industrial Training:

- Madam Nur Juniza binti Kusnin / Mr Razlan Syah bin Yussoff
- Academic Office (Level 4, Wing B, Block E07) , Faculty of Mechanical Engineering
- Official email for internship: lifkm@mail.fkm.utm.my

Industrial Training Work Schedule For Sem 3 2025/2026





Thank You