INDUSTRIAL TRAINING LOGBOOK

BACHELOR OF ENGINEERING TECHNOLOGY

Student's Name   :_____

Matrix Number   :_____

Department   :_____

Program   :_____

Company Address   :_____

                                 _____

                                 _____

THE INTERNSHIP ACTIVITIES MUST BE WEEKLY UPDATED IN THE LOGBOOK

FACULTY OF ELECTRONIC ENGINEERING TECHNOLOGY

UPDATED: 22nd FEBRUARY 2021

INDUSTRIAL TRAINING RULES AND REGULATIONS

Students are responsible to show a high level of discipline and conduct themselves in a manner worthy of a UniMAP student during the industrial training. Therefore, the students MUST,

1. Obey all the university and host company's rules and regulation.
2. Report duty at the host company on the arranged date and time.
3. Complete the industrial training at the host company within the prescribed period. Any application and appeal for shortening the industrial training duration will not be entertained.
4. Not change the host company without any written permission from the Faculty's Dean.
5. Fill up and submit all the related forms and documents within the stipulated submission period.
6. Preserve the host company/organizational secrecy with care.
7. Not take any leave of absence without the approval from the host company.

CHECKLIST OF THE INTRA FORMS

NO.	FORMS	ACTION	NOTES
1	InTra Verification Form	To be filled by the student and the host company	Submission of the form within 1 week after reporting at the host company by uploading the completed form through the OSI system
2	InTra 03	To be filled by the host company during the last week of the industrial training	Submission by student after the industrial training period to the Industrial Training Coordinator
3	InTra 04	To be filled by the university panel of examiners/ evaluators	-
4	InTra 05		
5	InTra 06	To be filled by the Industrial Training Coordinator	
6	Host Company Acknowledgement Form	To be filled by the host company during the last week of the industrial training	Submission by student after the industrial training period to the Industrial Training Coordinator
6	Host Company Survey Form		

SUMMARY OF THE WEEKLY REPORT

Week	Date	Assignment	Page	Supervisor's Stamp
1				
2				
3				
4				
5				

SUMMARY OF THE WEEKLY REPORT

Week	Date	Assignment	Page	Supervisor's Stamp
6				
7				
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10				

SUMMARY OF THE WEEKLY REPORT

Week	Date	Assignment	Page	Supervisor's Stamp
11				
12				
13				
14				
15				

SUMMARY OF THE WEEKLY REPORT

Week	Date	Assignment	Page	Supervisor's Stamp
16				
17				
18				
19				
20				

SUMMARY OF THE WEEKLY REPORT

Week	Date	Assignment	Page	Supervisor's Stamp
21				
22				
23				
24				
25				

Student's signature: _____ Supervisor's signature & Date: _____

Week: _____ Date: _____ Time: _____

Activity: _____

Supervisor: _____ Department: _____

ACTIVITY REPORT

Student's signature: _____ Supervisor's signature & Date: _____

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Activity: _____

Supervisor: _____ Department: _____

ACTIVITY REPORT

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Supervisor: _____ Department: _____

ACTIVITY REPORT

Student's signature: _____ Supervisor's signature & Date: _____

Week: _____ Date: _____ Time: _____

Activity: _____

Supervisor: _____ Department: _____

ACTIVITY REPORT

INTRA FORMS

STUDENT DETAILS

Student Name	
Matric Number	
IC Number	
Program	

ORGANIZATION DETAILS

Organization Name	
Address	
Phone Number	
Email	

CONFIRMATION BY THE INDUSTRY SUPERVISOR

I hereby certified that the UniMAP student as for named above has reported to undergo for industrial training at our company starting on ………………………

Supervisor's signature and official stamp:

Date:

Student is required to upload the certified verification form through the OSI system within 7 days after reporting.

HOST COMPANY EVALUATION FORM
(To be filled by the Industrial Supervisor)

Student Name:	IC Number:
Program:	Matric Number:
Host Company Name:	

Please evaluate and tick (√) based on the given scales.

		0	1	2	3	4	5
A. Communication Skills/ Performance							
1	Formal and informal communications skills						
2	Capability of following instruction						
3	Contribution of new ideas to be implemented in organization						
4	Minimal Supervision (Independence)						
5	Presentation: Overall contents						
6	Presentation: Presentation skills						
B. Technical Knowledge							
1	Ability to demonstrate technical knowledge and practical skills						
2	Initiative to add new skill and knowledge						
3	Understanding the industry job scope						
4	Quality of work in industry						
5	Creative critical thinking & problem solving						
C. Personality & Attitude							
1	Personality & appearance (Attitude, professional appearance, motivation and self confidence)						
2	Discipline (Punctuality, attendance, responsibility)						
3	Ability to adapt with the working environment						
4	Team Spirit						
TOTAL MARKS					/75 x 30 =		

Will you hire this student upon his graduation from UniMAP?   YES / NO

Other comments (if any):

…….…

…….……

Signature & Date : _____

Name   : _____

        (*please endorsed with official stamp*)

Position   : _____

Please seal the completed form in an envelope and attach to the student's industrial training logbook during the last week of industrial training.

ENGINEERING TECHNOLOGY

Rubrics INTRA 03
Update: 4th November 2019

NO.	CRITERIA	ASSESSMENT					
		5	4	3	2	1	0
		A. Communication Skills/ Performance					
1	Formal and informal communications skills	Excellent communication skill with clear, fluent and proper message delivery	Good communication skill with proper message delivery	Acceptable communication skill with adequate message delivery	Weak communication skill with minimum message delivery	Poor communication skill with minimum and unclear message delivery	No communication skill with unethical message delivery
2	Capability of following instruction	Good and clear interpretation and always follow the instruction	Unable to interpret infrequently but able to follow the instruction	Always unable to interpret but follow the instruction	Always unable to interpret and infrequently disobey the instruction	Always unable to interpret and frequently disobey the instruction	Misinterpret and totally disobey the instruction
3	Contribution of new ideas to be implemented in organization	Excellent delivery of idea with precise information of the content, procedure, and quality control	Good delivery of idea with several information of the content, procedure, and quality control	Satisfactory delivery of idea with limited related information	Weak delivery of idea with inadequate related information	Poor delivery of idea with very inadequate related information	Not capable to deliver the idea and provide the related information
4	Minimal Supervision (Independence)	Independently monitors, assesses, and revises plans to complete tasks and meet goals on a regular basis	Monitors, assesses, and revises plans to complete tasks and meet goals with slight supervisor assistance	Monitors, assesses, and revises plans to complete tasks and meet goals with necessary supervisor assistance	Monitors, assesses, and revises plans to complete tasks and meet goals with intensive supervisor assistance	Highly dependent on supervisor for monitoring, assessing and revising plans to complete task and meet goals.	Totally dependent on the supervisor to complete the task and meet goals
5	Presentation: Overall contents	The overall contents are clear, relevant and details with excellent supporting materials.	The overall contents are good and adequate with sufficient support materials	The overall contents are acceptable with some supporting materials	The overall contents are weak with some supporting materials, but the student shows commendable efforts	The overall contents are very weak, lack of supporting material	The overall contents are poor and insufficient without any supporting materials

NO.	CRITERIA	ASSESSMENT					
		5	4	3	2	1	0
		B. Technical Knowledge					
1	Ability to demonstrate technical knowledge and practical skills	Excellent demonstration of technical knowledge and practical skills	Good demonstration of technical knowledge and practical skills	Satisfactory demonstration of technical knowledge and practical skills	Weak demonstration of technical knowledge and practical skills	Poor demonstration of technical knowledge and practical skills	Not capable to demonstrate the technical knowledge and practical skills
2	Initiative to add new skill and knowledge	Passionate to learn new knowledge and skills to meet industrial requirement	Ready to learn new knowledge and skills to meet industrial requirement	Ready to learn new knowledge and skills but only when required	Ready to learn new knowledge and skills but only when provided	Hesitant to learn new knowledge and skills when provided	Do not want to learn new knowledge and skills
3	Understanding the industry job scope	Excellent capability to complete any given task perfectly	Good capability to complete any given task properly	Satisfactory capability to complete any given task with some imperfections	Weak capability to complete any given task and need guidance	Poor capability to complete any given task even with guidance	Not capable to complete any given task even with guidance
4	Quality of work in industry	Capable of delivering works with very good quality in accordance to the standards set by the industry	Capable of delivering works with good quality	Capable of delivering good works but do not fulfill the instructions accurately	Capable of delivering good works but need to be instructed from time to time	Not capable of delivering works well	Not capable of delivering any work
5	Creative critical thinking & problem solving	Active in identifying problems, analyzing and proposing solutions	Able to analyze problems and propose solutions	Able to identify problems and refine the solutions provided	Able to identify problems and solve through the recommendations of others	Able to identify problems with little attempt to solve	Cannot identify problems and do not try to solve when required

NO.	CRITERIA	ASSESSMENT					
		5	4	3	2	1	0
		C. Personality and Attitude					
1	Personality & appearance (Attitude, professional appearance, motivation and self confidence)	Neat appearance, exhibiting excellent attitude, highly motivated with great self-confidence	Neat appearance, exhibiting good attitude, motivation with self-confidence	Modest appearance, with average motivation and self-confidence	Less untidy appearance, with below average motivation and self-confidence	Untidy appearance with less motivation and confidence	Very untidy appearance with no motivation and self-confidence
2	Discipline (Punctuality, attendance, responsibility)	Excellent attendance record, punctuality and very responsible	Good attendance record, punctuality and responsibility	Satisfactory attendance record, punctuality and responsibility	Occasionally coming late with less punctuality and responsibility	Always coming late with least punctuality and responsibility	Absent to work with no punctuality and responsibility
3	Ability to adapt with the working environment	Able to adapt with the working environment very well	Able to adapt with the working environment properly	Able to adapt with the working environment moderately	Able to adapt with the working environment with little guidance	Able to adapt with the working environment but need guidance	Unable to adapt with the working environment
4	Team Spirit	Always listen, share and support the efforts of team members. Encourage the teamwork	Listen, share and support the efforts of team members accordingly.	Listen, share and support the efforts of team members but sometimes is not a good team mate	Show limited interest in teamwork but sometimes is not a good teammate.	Show a very minimum interest in teamwork and is not a good team mate	Show no interest in teamwork

STUDENT 1st MONITORING FORM
(To be filled by the Faculty Evaluator)

Student Name:	IC Number:
Program:	Matric Number:
Faculty:	
Method of Monitoring: **Phone Call**	

Please tick (√) in the column

	Checklist	YES	NO
1	Supervisor (engineer/technologist/executive level) is assigned to the student		
2	Student is placed in related department/section		
3	Student is motivated towards industrial training		
4	Facility is provided to the student (allowance/hostel/transport, etc.)		
5	Scheduled program is provided to the student		

Signature & Date   : _____

Evaluator's Name   : _____

            (*please endorsed with official stamp*)

Position   : _____

STUDENT 2nd MONITORING FORM
(To be filled by the Faculty Evaluator)

Student Name:	IC Number:
Program:	Matric Number:
Faculty:	
Method of Monitoring: **Industrial Visit/Phone Call**	

Evaluation:

	Evaluation Points	Marks
1	Motivation towards industrial training	/5
2	Experience and exposure	/5
3	Student's suitability with the industry	/5
4	Communication skill	/5
	Total Marks	**/20**

Signature & Date   : _____

Evaluator's Name   : _____

(*please endorsed with official stamp*)

Position   : _____

RUBRICS

N o	ASSESSMENT					
	5	4	3	2	1	0
1	Student exhibits high motivation towards industrial training	Student exhibits good motivation towards industrial training	Student exhibits moderate motivation towards industrial training	Student exhibits low motivation towards industrial training	Student exhibits poor motivation towards industrial training	Student exhibits no motivation towards industrial training
2	Students exhibits lots of experience and exposure to industry	Students exhibits enough experience and exposure to industry	Student exhibits moderate experience and exposure to industry	Student exhibits less experience and exposure to industry	Student exhibits poor experience and exposure to industry	Student fail to gain experience and industry exposure
3	Student exhibits high suitability with industry	Student exhibits good suitability with industry	Student exhibits moderate suitability with industry	Student exhibits low suitability with industry	Student exhibits poor suitability with industry	The industry is not suitable at all to the student
4	Student exhibits high communication skill	Student exhibits good communication skill	Student exhibits moderate communication skill	Student exhibits low communication skill	Student exhibits poor communication skill	Student exhibits bad communication skill

LOGBOOK AND FINAL REPORT EVALUATION FORM
(To be filled by the Faculty Evaluator)

Student Name:	IC Number:
Program:	Matric Number:
Faculty:	
Host Company Name:	

Evaluation:

ITEM	ASSESSMENT	MARK
A	**LOGBOOK**	
1	Format/Organization	/5
2	Activities report	/5
3	Relate activities with evidence (tables, diagram, drawing and etc.)	/5
4	Verification by supervisor	/5
	Total Marks	**/20**
B	**FINAL REPORT**	
1	Introduction	/5
2	Company background	/5
3	Training scope	/5
4	Conclusion	/5
5	Writing skill	/5
6	Report format	/5
	Total Marks	**/30**
	TOTAL MARKS (50%)	**/50**

Signature & Date   : _____

Evaluator's Name   : _____

(*please endorsed with official stamp*)

Position   : _____

ENGINEERING TECHNOLOGY
Rubrics INTRA 05

Update: 4th November 2019

(A) LOGBOOK

No	Criteria	Assessments					
		5	4	3	2	1	0
1	Format/ Organization	Completely fill up all the required fields (summary of the weekly report, date, time, week, activity title, supervisor, and department). Content is excellently organised.	Frequently fill up all the required fields (summary of the weekly report, date, time, week, activity title, supervisor, and department). Content is appropriately organized.	Often fill up all the required fields (summary of the weekly report, date, time, week, activity title, supervisor, and department). Content is moderately organised.	Occasionally fill up all the required fields (summary of the weekly report, date, time, week, activity title, supervisor, and department). Content is fairly organized.	Rarely fill up all the required fields (summary of the weekly report, date, time, week, activity title, supervisor, and department). Content is poorly organised.	Do not fill up the required fields (summary of the weekly report, date, time, week, activity title, supervisor, and department). Content is not organised.
2	Activities Report	Logbook is always updated and monitored Relevant activities reported with no repetition in activities.	Logbook is frequently updated and monitored. Relevant activities reported with little repetition in activities.	Logbook is often updated and monitored. Relevant activities reported with some repetition in activities.	Logbook is occasionally updated and monitored. Relevant activities reported with significant repetition in activities.	Logbook is rarely updated and monitored. Significantly missing content.	Logbook is not updated and monitored. Lot of missing content.
3	Relate activities with evidence (tables, diagram, drawing and etc.)	Complete evidence is provided and relevant to the activities. All tables/diagrams/drawings are labels and well presented.	Adequate evidence is provided and relevant to the activities. However, tables/diagrams/drawings are not labels but well presented.	Some evidence is provided and relevant to the activities. Tables/diagrams/drawings are not labels and not well presented.	Little evidence is provided and relevant to the activities. Tables/diagrams/drawings are not labels and not well presented	Little evidence but not relevant to the activities (tables, diagram, drawing and etc.) is provided.	No evidence (tables, diagram, drawing and etc.) is provided.
4	Verification by supervisor	Logbook is always verified by the supervisor with signature and stamp (more than 80%).	Logbook is frequently verified by the supervisor with signature and stamp (more than 60%).	Logbook is often verified by the supervisor with signature and stamp (more than 40%).	Logbook is occasionally verified by the supervisor with signature and stamp (more than 20%).	Logbook is rarely verified by the supervisor with signature and stamp (less than 20%).	Logbook is not verified by the supervisor with signature and stamp.

(B) FINAL REPORT

No	Criteria	Assessments					
		5	4	3	2	1	0
1	Introduction	Excellent insight. Concise explanation and relevant with training scope.	Clear statement for the introductions with consistent explanation.	Introduction is adequate but not clearly presented	Introduction is inconsistent and not clearly presented.	Serious deficiencies in presenting the general information of the training.	No introduction.
2	Company Background	Thorough and complete overview with some history, product/services of the company.	Thorough but succinct overview with limited history, products/services of the company.	Brief but incomplete overview of the company	Little overview of the company	Not related company background.	No background company information.
3	Training Scope	Excellent delivery and activities. Detail discussion and providing an in-depth look into the task performed.	Good delivery. An appropriate discussion of the task performed.	Moderate delivery. Relevant discussion of the task performed.	Fair delivery. Weak discussion of the task performed.	Poor delivery. Fail to discuss the task performed.	No discussion on the training scope.
4	Conclusion	Complete the conclusion with the objective, and training scope. All important conclusions have been clearly made, student shows good understanding. Clear and well-written.	Relates the conclusion with the training scope. All important conclusions have been clearly made, student shows good understanding.	Relates the conclusion with the training scope. All important conclusions have been drawn but could be better stated.	Conclusions regarding major points are drawn, but many are misstated, indicating a lack of understanding.	Fails to provide adequate summary and conclusion.	No conclusion written.
5	Writing Skill	Excellent sentence structure, word choice, sequencing of ideas and paragraph transitions.	Good sentence structure, word choice, sequencing of ideas and paragraph transitions.	Moderate sentence structure, word choice, sequencing of ideas and paragraph transitions.	Fair sentence structure, word choice, sequencing of ideas and paragraph transitions.	Poor sentence structure, word choice, sequencing of ideas and paragraph transitions.	Fail to write an understandable paragraph.
6	Report Format	Formatting completely follows the UniMAP InTra Report Guidelines with proper cover page, language, length of report, format and spacing, pagination, subdivision, table and figures, references, etc.	Formatting follows the UniMAP InTra Report Guidelines with less than two improper formats.	Formatting follows the UniMAP InTra Report Guidelines with less than four improper formats.	Formatting follows the UniMAP InTra Report Guidelines with more than four improper formats.	Did not follow the UniMAP InTra Report Guidelines.	Unformatted report.

OVERALL MARKS
(To be filled by the InTra Coordinator)

Student Name:	IC Number:
Program:	Matric Number:
Faculty:	
Host Company Name:	

Forms	Evaluator	Marks
Intra 03	Industrial Supervisor (Host Company)	/30
Intra 04	UniMAP Panel of Examiners	/20
Intra 05		/50
Total Marks		**/100**

Signature & Date   : _____

Evaluator's Name   : _____

         (*please endorsed with official stamp*)

Position   : _____

Date: ……………………………

Faculty of Electronic Engineering Technology
Universiti Malaysia Perlis

Dear Sir/Madam,

Acknowledgement for the Completion of Industrial Training

This form is to certify that the UniMAP student ……………………………………   with IC number …………………………………. has completed his/her industrial training successfully at ……………………………………………………….... The duration of the training is ……………. weeks.

Thank you.

Yours sincerely,

Name & Position:
(with official stamp)

HOST COMPANY SATISFACTION SURVEY
Update: 4th November 2019

Student Name:	IC Number:
Program:	Matric Number:

Host Company Name:

Please evaluate and tick (√) based on the given scales.

		VERY POOR	POOR	AVERAGE	GOOD	EXCELLENT
		1	2	3	4	5
1	The duration period of industrial training					
2	How would you rate the intern's interest involving the task given?					
3	How would you rate the intern's capability in decision making?					
4	How would you rate the intern's responsibility and integrity?					
5	The intern is able to communicate effectively toward co-worker/ team members					
6	The intern is able to put his/her knowledge into practice during the internship period					
7	The ability of the intern to deal with open problems with a wide range of solutions					
8	The intern demonstrated an ability to recognize the need for and to engage in this life-long learning					
9	The overall performance of the intern					
10	What is the best quality of UniMAP student during industrial training? _____ _____ _____ _____ _____					

THANK YOU FOR THE COOPERATION

GUIDELINES FOR FINAL REPORT WRITING

1. **Cover page**
2. **Content of the report**
   i. **Introduction**

1. Cover Page

Information about the host company address, student's name, matric number, programme and academic session should be typed on the front cover with block letters of 18-point size (Times New Roman).

2. Content of the report

Chapter 1: Introduction

Brief information regarding your industrial training (industrial training period, objectives, placement and activities during the industrial training and outcomes).

Chapter 2: Company background

Information on company background including the organizational structure, top management team, corporate profile and etc. It is also desirable to include an organizational chart of the management/departmental hierarchy.
(Students are advised to discuss with their Host Company's management/supervisors before writing and reporting on confidential matters so that it may not go against the policy of the organization)

Chapter 3: Training Scope

This section should include the scope of work of the department where the student is attached. The activities from weekly/periodic duty and tasks given by the host company during the industrial training period. Every detail of duties and task must be supported by graphs, diagrams, charts, pictures, etc.
(Students are advised to discuss with their Host Company's management/supervisors before writing and reporting on confidential matters so that it may not go against the policy of the organization)

Chapter 4: Conclusion

Conclusion of the industrial training activities and finding/benefit. Students can also write suggestion to improve the industrial training program.

3. Report format

3.1 Language

Reports must be fully written in English.

3.2 Report submission

Students are required to upload the softcopy of the report through the OSI system.

3.3 Length of the report

The final report should not exceed 50 pages (excluding appendices).

3.4 Typing format and spacing

Report should be typed, one and half-spaced, on one side of the paper using Word-processed. The acceptable font and font size format are Times New Roman and font size 12 pt, justified. Single spacing is used for Table, Figure, notes, footnotes and references.

3.5 Margin

Top Edge   : 2.5 cm or 1 inch
Bottom Edge : 2.5 cm or 1 inch
Right Side   : 2.5 cm or 1 inch
Left Side   : 3.5 cm or 1.35 inch

3.6 Pagination

All the pages are numbered consecutively at the centre bottom of each page.

3.7 Subdivision

Text in each chapter should be organized based on chapter numbers and content numbers in sequence. For example,Chapter 1, Chapter 2, Chapter 3 and Chapter 4. Sub-divisions are also permitted. Content of each chapter may be divided under headings and sub-headings such as 1.1, 1.2, 1.3, and so on.

3.8 Tables and Figures

Tables must be properly centered on the page within the prescribed margin with caption. The table number must correspond to a similar number in the text. It may be useful to place tables in each chapter very close after to the discussion related to the table and number them in sequence, i.e.table found in Chapter 3 should be numbered Table 3.1, Table 3.2, and so on.

3.9 Report Layout

Final Report Project is composed of three parts, which are explained below:

3.9.1 Preliminaries

The Preliminaries are made up of a number of sections such as Acknowledgement, Table of Contents and Abstract.

3.9.2 Main body (Text)

Chapter 1: Introduction, Chapter 2: Company background, Chapter 3: Training scope and Chapter 4: Conclusion

3.9.3 References

References must be presented according to the number system.Under the **Number System**, the references are listed in the order that they have been cited. With this system, a reference to published work is via the use of numbers, e.g.

"There are many undergraduate texts on Process Control [1-4]. The most popular seems to be the book by Zhang [2]. However, the only one to deal with process design and process control in an integrated manner is that by McAndrew [4]."

When there are **more than two authors**, e.g Kapoor *et. al* [2].

There are a number of types of publications, and they can be broadly classified as follows:

(i)   **Journal Articles**

These are the most common sources of cited material, and include specialist technical journals as well as trade journals. Use the following format to present articles from technical journals:

Author(s), (year). Article title, Name of journal, Volume Number, page range.

For example:Liu, X., Davis, R.W., Hughes, L.C., Rasmussen, M.H., Bhat, R., Zah, C.E., and Stradling, J. (2006). A study on the reliability of indium solder die bonding of high power semiconductor lasers, J. Appl. Phys., 100, pp. 013104-013115.

(ii)   **Books**

To list books, use the following format:

Author(s), (year). *Title of book in italics*. Edition number, Name of publisher, place of publication.

For example: Sze, S.M. (2002). *Semiconductor Devices: Physics and Technology*. 2nd Edition, John Wiley & Sons, Inc. USA.

(iii)   **Dissertations; Theses and Research Reports**

Dissertations, theses and academic research reports are listed using the format below:

Author(s), (year). *Title in italics*. Type of publication, Research Group, Name of institution, Country.

For example: Peel, C. (1995). *Aspects of Neural Networks for Modelling and Control*. PhD Thesis, University of Newcastle-Upon-Tyne, UK.

(iv)   **Company Reports and Manuals**

Sometimes, students may need to cite material contained in publications by companies and from manuals. In such cases there are no named individuals for authors. Use the format below:

Name of company or organisation, (year). *Title in italics*. Place of publication.

For example: Mathsoft Inc., (1999). *Mathcad 2000 Reference Manual*. Cambridge, MA.

(v) **Information from the www (internet)**

Nowadays, much information can be obtained from the internet, typically websites but sources include newsgroups and on-line forums. The format to use for such publications is:

Name of Author(s) or company or organisation, (year), Title of article, URL, date found.
The URL (Uniform Resource Locator) is the full internet address of the article. Due to the transient nature of on-line information, it is important to include the date when the information is retrieved.

For example: Tham, M.T., (1997). Distillation: an introduction, http://lorien.ncl.ac.uk/ming/distil/distil0.htm, 30 May 2001.

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INDUSTRIAL TRAINING REPORT

(PIT404/12)

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