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# APPENDIX

# Appendix 1. W Bali Seminyak Trainee and staff













# Appendix 2. Appraisal Form

Internship Appraisal Form	$[MO^{\circ}]$
INTERNSHIP PLACE: W Bali Seminyat	1792 W 003187 0813
First Name (Initson Andel Last Name Golo	
Review Period/s : □ Monthly □ Quarterly □ Bi-annualy □ Annually Date Joining : ⑤ ① ② ③ ③ ③ ③ ③ ③ ③ ③ ③ ③ ③ ③ ③ ③ ③ ③ ③ ③	
Intern's Position : Department :	
REVIEW DATE :_13 jupi _20.24 Direct Supervisor :	x
GRADING FACTORS	
1. ORGANIZATIONAL & COMMUNICATION	
Staffs Relations	
Consistently demonstrates: attentiveness, courtesy and efficient service to other staff. Creates friendly environment.	3
Team Player	
Cooperates and works well with others. Enthusiastic, portrays s positive manner and Works toward the Company's goal/s.	3
Follow -Through	
Sees tasks through completion. Finishes work so that next shift is prepared.	3
2. CUSTOMERS INTERACTIONS	
Customer Relations (*if any)	
Consistently demonstrates: attentive, courtesy and efficient service to customers. Treat customers with Considerations and Respects	3

#### 3. PERSONAL PRESENTATIONS

Grooming St	andards
-------------	---------

1 militar	Pratices and displays proper grooming, personal hygiene and care. Maintains hair and facial hair (*if any) per proper F&B industrial standards	3
Unifor	Always wear the proper and designated uniform.	35
4.	ON THE JOB & KNOWLEDGE	
	dability Can be counted upon to do what is expected and required Follow instructions and completes work on time with minimum supervision	3
Work Q		2
	Work performed according to Chef's standard and on-site work requirements All job descriptions specification are met. Consistency in work. All recipes are followed	
	Juantity	2
	Complete the expected amount of work in relation to Company's standards	لت
Using 1 • 4 - E) • 3.5 - • 3 - M • 2.5 - • 2 - Le • 1.5 -	<b>g Guidelines.</b> <b>the 4 point scale below, fill up the following table:</b> xceeds expectations Somewhat Exceeds Expectations eets expectations Somewhat meets expectations ess than expectations Somewhat less than expectations hadequately short of expectations	

Discussions/Notes;

Good performence, always trile, able to do the tasks, these you can be a good chap in the pature.

<b>PERFORMANCE SUMMARY</b> • to be filled by OTTIMMO In	ternational
TOTAL POINTS	
ACTION PLANS FOR DEVELOPMENT NEEDS	
2	-
•	
b	

#### III. SIGNATURES

On-Site Manager/Owner/Chef
Signature & Stamp: Dated_ 13/06/2024,
The Intern
Signature: Dated_ 26 /06 / 20 24

Signature & Stamp; Dept Head Student Affairs Dated \_\_\_\_\_\_ Dept Head Student Affairs

#### Appendix 3. Cross Exposure Form

# CROSS EXPOSURE PROGRAM EVALUATION

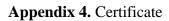
NAME UNIVERSITY DEPARTMENT CROSS EXPOSURE TO : Clarissa Anatel Goto : Ottimmo International Master Gournet acadomy : Culturary : Finance

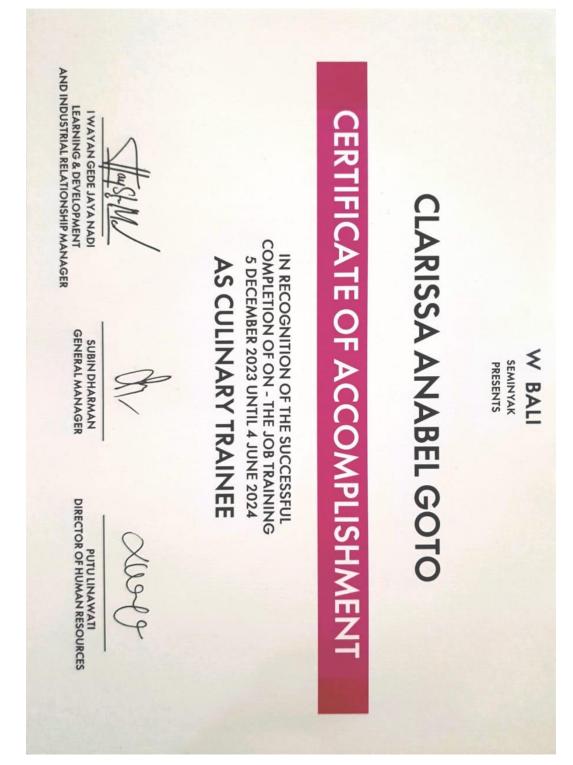
	TOPICS	JUSTIFICATION	
No		TRAINEE SIGN	DATE & TIME
1	LSOP	CAL	22 May 2024 09.10
2	Alur Kontelian	Cth	22 May 2024 09 20
3	Supplier Registration form	cth	22 May 2024 09-30
4	Purchase order	eth	20 May 2024 10:58
5	Product Category	CH	22 May 2024 09-40
6	Prosedur sealed bid	Cth	22 May 2024 10.00
7	Negatiation still (cost avoidance)	4k	22 May 2024 11.12
8	Aprabal level	Cth	22 May 2024 10 - 20
9	Purchosing Category	Clk	22 May 2004
0			

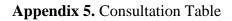
Seminyak, 22 / 05 / 2024

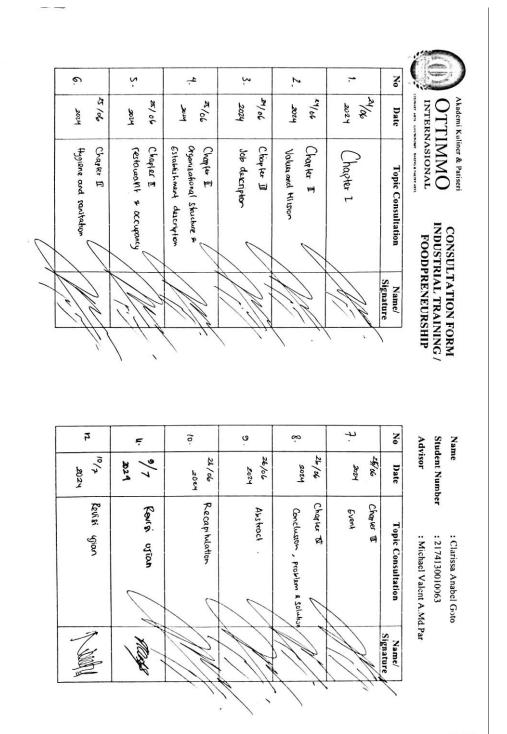
Trained By, Heri HER PARA Talent Coach

l Wayan Gede Jaya Nadi Learning & Development and Industrial Relationship Manager









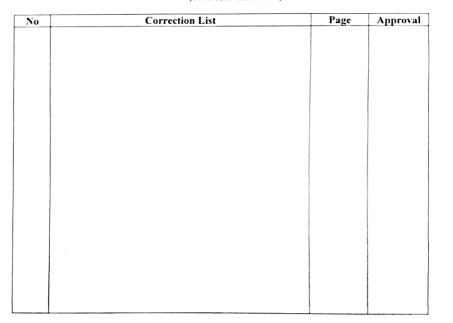
 $4\ 1$ 

#### Appendix 6. Correction List

8 Juli 2024 / 15 00-15 3



Student Name Student Number Exam Day & Date Lecture : Clarissa Anabel Goto : 2174130010063 : Senin, 8 Juli 2024 : Michael Valent, A.Md. Par. (19950219 2001 074)



Acknowledge, Advisor , (<u>Michael Valent, A. Md. Par.</u>) 19950219 2001 074

8 Juli 2024 / 15.00-15.30



Student Name Student Number Exam Day & Date Lecture : Clarissa Anabel Goto : 2174130010063 : Senin, 8 Juli 2024 : Novi Indah Permata Sari, S.T., M.Sc. (19951109 2202 083)

No	Correction List	Page	Approval
۱.	Tambahkan Sescriphon & schap gambar.		place
2.	Occupancy ordesskan leach setail.		<b>X</b> 300
3.	tionic bolen an binskatan.		Noche
μ.	Can't -> Cannot. 15 m't -0 15 not. etc. Conclusion Differency used.		
۹. ج.	Conclusion of australit of unit by Keyword to abstract of unit by althoused.		

Acknowledge, Advisor 1 (Michael Valent, A.Md. Par.) 19950219 2001 074

8 Juli 2024 / 15.00-15.30



Student Name Student Number Exam Day & Date Lecture : Clarissa Anabel Goto : 2174130010063 : Senin, 8 Juli 2024 : Heni Adhianata, S.TP., M.Sc. (19900613 1402 016)

No	Correction List	Page	Approval
	Cere note di Laporan		Aa.

Acknowledge, Advisor

k

(Migbael Valent, A.Md. Par.) 19950219 2001 074

Name	: Clarissa Anabel Goto
Study Program	: D3 Culinary Art
Placement of Industrial Training	: W Bali Seminyak
Field of Work	: Cold Kitchen
Activity Notes	: Month I/II/III/IV/V/VI/VII

Week	Description of activities	
7 Des – 10 Des	Cutting fruit at front kitchen, prepare condiment	
	breakfast, cutting fruit for fire and starfish bloo	
	breakfast, prepare lettuce for breakfast	
11 Des – 17 Des	Make order, cutting fruit, prepare condiment	
	breakfast, cutting fruit for fire and starfish bloo	
	breakfast, assemble cheese and cold cut for fire	
	breakfast and starfish bloo breakfast, make backup	
	for condiment breakfast	
18 Des – 24 Des	Make order, cutting fruit, prepare condiment	
	breakfast, cutting fruit for fire and starfish bloo	
	breakfast, assemble cheese and cold cut for fire	
	breakfast and starfish bloo breakfast, make backup	
	for condiment breakfast.	
25 Des – 31 Des	Make order, cutting fruit, prepare condiment	
	breakfast, cutting fruit for fire and starfish bloo	
	breakfast, assemble cheese and cold cut for fire	
	breakfast and starfish bloo breakfast, make backup	
	for condiment breakfast.	

Name	: Clarissa Anabel Goto
Study Program	: D3 Culinary Art
Placement of Industrial Training	: W Bali Seminyak
Field of Work	: Cold Kitchen, Pastry
Activity Notes	: Month I/II/III/IV/V/VI/VII

Week	Description of activities	
1 Jan – 7 Jan	Make order, cutting fruit, prepare condiment	
	breakfast, cutting fruit for fire and starfish bloo	
	breakfast, assemble cheese and cold cut for fire	
	breakfast and starfish bloo breakfast, make backup	
	for condiment breakfast.	
8 Jan – 14 Jan	Make order, cutting fruit, prepare condiment	
	breakfast, cutting fruit for fire and starfish bloo	
	breakfast, assemble cheese and cold cut for fire	
	breakfast and starfish bloo breakfast, make backup	
	for condiment breakfast.	
15 Jan – 21 Jan	Hospitalize for dengue fever.	
22 Jan – 28 Jan	Refill a la carte, amenities, production, prepare	
	brunch.	
29 Jan – 31 Jan	Refill a la carte, amenities, production, prepare	
	brunch.	

Name	: Clarissa Anabel Goto
Study Program	: D3 Culinary Art
Placement of Industrial Training	: W Bali Seminyak
Field of Work	: Pastry, Starfish Bloo Breakfast
Activity Notes	: Month I/II/III/IV/V/VI/VII

Week	Description of activities
1 Feb – 4 Feb	Refill a la carte, amenities, production, prepare
	brunch.
5 Feb – 11 Feb	Refill a la carte, amenities, production, prepare
	brunch.
12 Feb – 18 Feb	Refill a la carte, amenities, production, prepare
	brunch.
19 Feb – 25 Feb	Refill a la carte, amenities, production, prepare
	brunch.
26 Feb – 29 Feb	Set up pancake station, make order, closing, prepare
	buffet condiment.

Name	: Clarissa Anabel Goto
Study Program	: D3 Culinary Art
Placement of Industrial Training	: W Bali Seminyak
Field of Work	: Starfish Bloo Breakfast
Activity Notes	: Month I/II/III/ <b>IV</b> /V/VI/VII

Week	Description of activities
1 Mar – 3 Mar	Set up pancake station, make order, closing, prepare
	buffet condiment.
4 Mar – 10 Mar	Set up pancake station, make order, closing, prepare
	buffet condiment.
11 Mar – 17 Mar	Deep cleaning
18 Mar – 24 Mar	Set up pancake station, make order, closing, prepare
	buffet condiment.
25 Mar – 31 Mar	Set up pancake station, make order, closing, prepare
	buffet condiment.

Name	: Clarissa Anabel Goto
Study Program	: D3 Culinary Art
Placement of Industrial Training	: W Bali Seminyak
Field of Work	: Starfish Bloo Breakfast, Butcher
Activity Notes	: Month I/II/III/IV/V/VI/VII

Week	Description of activities
1 Apr – 7 Apr	Set up pancake station, make order, closing, prepare
	buffet condiment.
8 Apr – 14 Apr	Refill a la carte, make prawn dice and prawn tail on,
	make the order from woobar, prepare seafood, fillet
	salmon, make beef patty, deboned chicken wings,
	cutting salami for cold kitchen.
15 Apr – 21 Apr	Refill a la carte, make prawn dice and prawn tail on,
	make the order from woobar, prepare seafood, fillet
	salmon, make beef patty, deboned chicken wings,
	cutting salami for cold kitchen.
22 Apr – 28 Apr	Refill a la carte, make prawn dice and prawn tail on,
	make the order from woobar, prepare seafood, fillet
	salmon, make beef patty, deboned chicken wings,
	cutting salami for cold kitchen.
29 Apr – 30 Apr	Refill a la carte, make prawn dice and prawn tail on,
	make the order from woobar, prepare seafood, fillet
	salmon, make beef patty, deboned chicken wings,
	cutting salami for cold kitchen.

Name	: Clarissa Anabel Goto
Study Program	: D3 Culinary Art
Placement of Industrial Training	: W Bali Seminyak
Field of Work	: Butcher
Activity Notes	: Month I/II/III/IV/V/VI/VII

Week	Description of activities
1 May – 5 May	Refill a la carte, make prawn dice and prawn tail on,
	make the order from woobar, prepare seafood, fillet
	salmon, make beef patty, deboned chicken wings,
	cutting salami for cold kitchen.
6 May – 12 May	Refill a la carte, make prawn dice and prawn tail on,
	make the order from woobar, prepare seafood, fillet
	salmon, make beef patty, deboned chicken wings,
	cutting salami for cold kitchen.
13 May – 19 May	Refill a la carte, make prawn dice and prawn tail on,
	make the order from woobar, prepare seafood, fillet
	salmon, make beef patty, deboned chicken wings,
	cutting salami for cold kitchen.
20 May – 26 May	Refill a la carte, make prawn dice and prawn tail on,
	make the order from woobar, prepare seafood, fillet
	salmon, make beef patty, deboned chicken wings,
	cutting salami for cold kitchen.
27 May – 31 May	Refill a la carte, make prawn dice and prawn tail on,
	make the order from woobar, prepare seafood, fillet
	salmon, make beef patty, deboned chicken wings,
	cutting salami for cold kitchen.

Name	: Clarissa Anabel Goto
Study Program	: D3 Culinary Art
Placement of Industrial Training	: W Bali Seminyak
Field of Work	: Butcher
Activity Notes	: Month I/II/III/IV/V/VI/ <b>VII</b>

Week	Description of activities
1 Jun – 4 Jun	Refill a la carte, make prawn dice and prawn tail on,
	make the order from woobar, prepare seafood, fillet
	salmon, make beef patty, deboned chicken wings,
	cutting salami for cold kitchen.