

## BIBLIOGRAPHY

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# APPENDIX



Akademi Kuliner & Pastry  
**OTTIMO**  
 INTERNASIONAL  
REKREASI, KREATIF, BERKUALITAS, BERKEMAJUAN

**CONSULTATION FORM**  
**INDUSTRIAL TRAINING /**  
**FOODPRENEURSHIP**

No	Date	Topic Consultation	Name/ Signature
		Table & Figure	<i>[Signature]</i>
		Background 1-1	<i>[Signature]</i>
		Abstract	<i>[Signature]</i>
		Internship activity	<i>[Signature]</i>
		Product description	<i>[Signature]</i>
		Conclusion	<i>[Signature]</i>

Name .....: *Robert Mubert*  
 Student Number .....: *2174130010037*  
 Advisor .....: *Jessica herlen*

No	Date	Topic Consultation	Name/ Signature
		Problem & Solution	<i>[Signature]</i>
		Suggestion	<i>[Signature]</i>
		Appendix	<i>[Signature]</i>
		Recapitulation	<i>[Signature]</i>
		BENEFITS OF INTERNSHIP	<i>[Signature]</i>
		VISION & MISSION	<i>[Signature]</i>

# Internship Appraisal Form



AKADEMI KULINER & PATISERI  
**OTTIMMO**<sup>®</sup>  
INTERNASIONAL  
CULINARY ARTS | GASTRONOMY | BAKING & PASTRY ARTS

## INTERNSHIP

PLACE: OBLU MATURE HELENGELI By SENTIDO

First Name Robert Last Name Novanda

Review Period/s :  Monthly  Quarterly  Bi-annualy  Annually Date Joining  
31 December 2023

Intern's Position : Trainee Department : F&B Production

REVIEW DATE : 06/05/24 Direct Supervisor : Lal Forsenka x

### GRADING FACTORS

#### 1. ORGANIZATIONAL & COMMUNICATION

##### Staffs Relations

Consistently demonstrates: attentiveness, courtesy and efficient service to other staff.  
Creates friendly environment.

4

##### Team Player

Cooperates and works well with others. Enthusiastic, portrays a positive manner and  
Works toward the Company's goal/s.

4

##### Follow -Through

Sees tasks through completion. Finishes work so that next shift is prepared.

3.5

#### 2. CUSTOMERS INTERACTIONS

##### Customer Relations (\*if any)

Consistently demonstrates: attentive, courtesy and efficient service to customers.  
Treat customers with Considerations and Respects

4

**3. PERSONAL PRESENTATIONS**

**Grooming Standards**

Practices and displays proper grooming, personal hygiene and care.

4

Maintains hair and facial hair (\*if any) per proper F&B Industrial standards

**Uniforms**

Always wear the proper and designated uniform.

4

**4. ON THE JOB & KNOWLEDGE**

**Dependability**

Can be counted upon to do what is expected and required

4

Follow instructions and completes work on time with minimum supervision

**Work Quality**

Work performed according to Chef's standard and on-site work requirements

4

All job descriptions specification are met. Consistency in work. All recipes are followed

**Work Quantity**

Complete the expected amount of work in relation to Company's standards

4

**Grading Guidelines.**

**Using the 4 point scale below, fill up the following table:**

- 4 – Exceeds expectations
- 3.5 – Somewhat Exceeds Expectations
- 3 – Meets expectations
- 2.5 – Somewhat meets expectations
- 2 – Less than expectations
- 1.5 – Somewhat less than expectations
- 1 – Inadequately short of expectations

**Discussions/Notes;**

Robert is very talented boy with a pleasant personality. He is very keen on learning different areas. I allowed him to move with the guests, he successfully achieved it with his name on Trip Advisor. Robert always very well move with our team. He has a good future and I recommend him without any hesitation.

**PERFORMANCE SUMMARY** \* to be filled by OTTIMMO International

TOTAL POINTS \_\_\_\_\_


RATING \_\_\_\_\_

**ACTION PLANS FOR DEVELOPMENT NEEDS**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

**III. SIGNATURES**


**On-Site Manager/Owner/Chef**

Signature & Stamp:  Dated 06/05/24

**The Intern**

Signature:  Dated 06/05/24

**OTTIMMO International Master Gourmet Academy**

Signature & Stamp:  Dated 19/07/2024



# CERTIFICATE OF INTERNSHIP

This internship program certificate is proudly  
awarded to

**ROBERT NOVANDA ANGELINUS**

For his successful completion of six (06) months internship program in the  
Food & Beverage Production at **OBLU NATURE Helengeli by SENTIDO**  
from 29<sup>th</sup> December 2023 onwards.



**ALI SHAKIR**  
General Manager

**AHMED ASFAN**  
Human Resources Manager

**ADITYA DILIP LAD**  
Learning & Development Manager



Student Name : Robert Novanda Angelinus  
Student Number : 2174130010037  
Exam Day & Date : Rabu, 17 Juli 2024  
Lecture : Heni Adhianata, S.TP., M.Sc.  
(19900613 1402 016)

No	Correction List	Page	Approval
	Abstrak ditentaskan  Good Job 😊		<u>Ac</u>

Acknowledge,  
Advisor

(Jessica Hartan, A.Md. Par.)  
19940923 2201 084





Akademi Kuliner & Patiseri

**OTTIMMO**  
**INTERNASIONAL**

CULINARY ARTS | GASTRONOMY | BAKING & PASTRY ARTS

Student Name : Robert Novanda Angelinus  
Student Number : 2174130010037  
Exam Day & Date : Rabu, 17 Juli 2024  
Lecture : Elma Sulistiya, S.TP., M.Sc.  
(19970916 2302 087)

No	Correction List	Page	Approval

Acknowledge,  
Advisor

(Jessica Hartan, A.Md. Par.)  
19940923 2201 084



Akademi Kuliner & Patiseri

**OTTIMMO**  
**INTERNASIONAL**

CULINARY ARTS GASTRONOMY BAKING & PASTRY ARTS

Student Name : Robert Novanda Angelinus  
Student Number : 2174130010037  
Exam Day & Date : Rabu, 17 Juli 2024  
Lecture : Jessica Hartan, A.Md. Par.  
(19940923 2201 084)

No	Correction List	Page	Approval
1	Check spacing di pelabelan pictures & tables	All	

Acknowledge,  
Advisor

(Jessica Hartan, A.Md. Par.)  
19940923 2201 084

## RECAPITULATION OF INDUSTRIAL TRAINING ACTIVITIES

Name : Robert Novanda  
 Study Program : Culinary Arts  
 Placement of *Industrial Training* : OBLU NATURE HELENGELI By Sentido  
 Field of Work : Cold kitchen and Hot Kitchen  
 Activity Notes : Month I/II/III/IV/V/VI

Week	Description of activities
1	<ul style="list-style-type: none"> <li>– Taking trolley and taking all the plate and glasses that needed for lunch buffet( 4-6 compound salad and 4-6 individual salad )</li> <li>– Checking breakfast buffet and refill all the salad that almost empty</li> <li>– Preparing 1 cheese platter with 2 kind of cheese and 1 cold cut platter with 2 kind of cold cuts</li> <li>– Wash vegetable before chef doing preparation</li> </ul>
2	<ul style="list-style-type: none"> <li>– Start making compound salad and mixing vegetable with vinaigrette for each salad</li> <li>– Making the garnish for the compound salad plate, such as half-moon of oranges, tomato, or julienne cabbage, carrot, or lettuce.</li> <li>– making high tea sandwich at 10.00, for high tea. There are 2 kind of sandwich; one is using brown bread and one using white bread, and every two days the white bread are changed with homemade focaccia, or soft roll, and for</li> </ul>

	<p>the sandwich filling usually yesterday's left over buffet items are used and there is no standard for the high tea menu as long the menu is not same like yesterday high tea. For the high tea we need 1 vegetable sandwich and 1 non vegetable sandwich.</p> <ul style="list-style-type: none"> <li>- Pick up and clear up buffet area at 10.30 and start filling the trolley with lunch buffet items.</li> <li>- Taking all the items that we order yesterday from dry stores</li> <li>- Refilling all the vinaigrette and salad dressing counter if needed, and also wash and break all the lettuce that needed for lettuce container.</li> </ul>
<p style="text-align: center;"><b>3</b></p>	<ul style="list-style-type: none"> <li>- making mise-en-place for tomorrow lunch or dinner</li> <li>- Taking all the plate and glass from dish wash for evening buffet</li> <li>- Making all the compound salad and the garnish for evening buffet.</li> <li>- Checking high tea sandwich at bar and pool area, and refill if needed.</li> <li>- Start set up buffet area, find all the stands needed for the salad, and put in salad buffet area.</li> <li>- Cut 2 kinds of fruit for dinner buffet</li> <li>- Cut and plate 1 kind of cheese , and also cold cut</li> </ul>

<p style="text-align: center;"><b>4</b></p>	<ul style="list-style-type: none"> <li>- Taking out all the morning mise en place such as 3 cheese cut platter (cheddar, brie, blue cheese, emmenthal cheese) and also 2 kind of cold cuts (beef pastrami, chicken mortadella, beef mortadella, smoked chicken or smoked duck, smoked salmon) and also 5 condiment (sweet corn, kidney beans, sprout, cucumber, tomato) and 1 green salad and put the garnish on each plate.</li> <li>- Wash 3-5 kind of lettuce depend on the stock at the walking chiller, and put in the lettuce container</li> <li>- Refill all the nuts and dry fruits on the container (walnuts, cashew, peanuts, almonds, pistachios, raisins, sultana, dried apricot, prunes)</li> <li>- Refill 6 kind of dressing, and 3 kinds of olive and capers.</li> <li>- Prepare 7 kinds of fresh fruit for breakfast buffet</li> </ul> <p>Set up breakfast buffet area, find all the stands that needed and put all lettuce container, dry fruits, nuts, dressing and vinaigrette, condiments and salad, cold cuts, cheese platter, and fruits.</p>
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Activity Notes

: Month I/II/III/IV/V/VI

<b>Week</b>	<b>Description of activities</b>
<b>1</b>	<ul style="list-style-type: none"><li>- Taking trolley and taking all the plate and glasses that needed for lunch buffet( 4-6 compound salad and 4-6 individual salad )</li><li>- Checking breakfast buffet and refill all the salad that almost empty</li><li>- Preparing 1 cheese platter with 2 kind of cheese and 1 cold cut platter with 2 kind of cold cuts</li></ul> <p>Wash vegetable before chef doing preparation</p>
<b>2</b>	<ul style="list-style-type: none"><li>- Start making compound salad and mixing vegetable with vinaigrette for each salad</li><li>- Making the garnish for the compound salad plate, such as half-moon of oranges, tomato, or julienne cabbage, carrot, or lettuce.</li><li>- making high tea sandwich at 10.00, for high tea. There are 2 kind of sandwich; one is using brown bread and one using white bread, and every two days the white bread are changed with homemade focaccia, or soft roll, and for the sandwich filling usually yesterday's left over buffet items are used and there is no standard for the high tea menu as long the menu is not same like yesterday high tea. For the high tea we need 1 vegetable sandwich and 1 non vegetable sandwich.</li><li>- Pick up and clear up buffet area at 10.30 and start filling the trolley with lunch buffet items.</li></ul>

	<ul style="list-style-type: none"> <li>- Taking all the items that we order yesterday from dry stores</li> <li>- Refilling all the vinaigrette and salad dressing counter if needed, and also wash and break all the lettuce that needed for lettuce container.</li> </ul>
<b>3</b>	<ul style="list-style-type: none"> <li>- making mise-en-place for tomorrow lunch or dinner</li> <li>- Taking all the plate and glass from dish wash for evening buffet</li> <li>- Making all the compound salad and the garnish for evening buffet.</li> <li>- Checking high tea sandwich at bar and pool area, and refill if needed.</li> <li>- Start set up buffet area, find all the stands needed for the salad, and put in salad buffet area.</li> <li>- Cut 2 kinds of fruit for dinner buffet</li> <li>- Cut and plate 1 kind of cheese , and also cold cut</li> </ul>
<b>4</b>	<ul style="list-style-type: none"> <li>- Taking out all the morning mise en place such as 3 cheese cut platter (cheddar, brie, blue cheese, emmenthal cheese) and also 2 kind of cold cuts (beef pastrami, chicken mortadella, beef mortadella, smoked chicken or smoked duck, smoked salmon) and also 5 condiment (sweet corn, kidney beans, sprout,</li> </ul>

	<p>cucumber, tomato) and 1 green salad and put the garnish on each plate.</p> <ul style="list-style-type: none"> <li>– Wash 3-5 kind of lettuce depend on the stock at the walking chiller, and put in the lettuce container</li> <li>– Refill all the nuts and dry fruits on the container (walnuts, cashew, peanuts, almonds, pistachios, raisins, sultana, dried apricot, prunes)</li> <li>– Refill 6 kind of dressing, and 3 kinds of olive and capers.</li> <li>– Prepare 7 kinds of fresh fruit for breakfast buffet</li> </ul> <p>Set up breakfast buffet area, find all the stands that needed and put all lettuce container, dry fruits, nuts, dressing and vinaigrette, condiments and salad, cold cuts, cheese platter, and fruits.</p>
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Activity Notes

: Month I/II/III/IV/V/VI

<b>Week</b>	<b>Description of activities</b>
<b>1</b>	<ul style="list-style-type: none"> <li>– Taking trolley and taking all the plate and glasses that needed for lunch buffet( 4-6 compound salad and 4-6 individual salad )</li> <li>– Checking breakfast buffet and refill all the salad that almost empty</li> <li>– Preparing 1 cheese platter with 2 kind of cheese and 1 cold cut platter with 2 kind of cold cuts</li> </ul> <p>Wash vegetable before chef doing preparation</p>



<p style="text-align: center;"><b>2</b></p>	<ul style="list-style-type: none"> <li>- Start making compound salad and mixing vegetable with vinaigrette for each salad</li> <li>- Making the garnish for the compound salad plate, such as half-moon of oranges, tomato, or julienne cabbage, carrot, or lettuce.</li> <li>- making high tea sandwich at 10.00, for high tea. There are 2 kind of sandwich; one is using brown bread and one using white bread, and every two days the white bread are changed with homemade focaccia, or soft roll, and for the sandwich filling usually yesterday's left over buffet items are used and there is no standard for the high tea menu as long the menu is not same like yesterday high tea. For the high tea we need 1 vegetable sandwich and 1 non vegetable sandwich.</li> <li>- Pick up and clear up buffet area at 10.30 and start filling the trolley with lunch buffet items.</li> <li>- Taking all the items that we order yesterday from dry stores</li> <li>- Refilling all the vinaigrette and salad dressing counter if needed, and also wash and break all the lettuce that needed for lettuce container.</li> </ul>
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	<ul style="list-style-type: none"> <li>- Checking high tea sandwich at bar and pool area, and refill if needed.</li> <li>- Start set up buffet area, find all the stands needed for the salad, and put in salad buffet area.</li> <li>- Cut 2 kinds of fruit for dinner buffet</li> <li>- Cut and plate 1 kind of cheese , and also cold cut</li> </ul>
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	needed and put all lettuce container, dry fruits, nuts, dressing and vinaigrette, condiments and salad, cold cuts, cheese platter, and fruits.
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Activity Notes

: Month I/II/III/IV/V/VI

<b>Week</b>	<b>Description of activities</b>
<b>1</b>	<ul style="list-style-type: none"> <li>– Take trolley and take all the sauce pan, stock pot, container, and utensils at the pot wash area.</li> <li>– Turn on all the stove, and also teppan</li> <li>– Take stock pot and refill with water, cut mirepoix and make a stock for sauce, and soup base.</li> <li>– Prepare big pot and fill it with water for boil rice around 5-6 Kg.</li> <li>– Make miso soup for lunch and dinner buffet.</li> <li>– Prepare condiment for miso soup such as, soy sauce, small dice tofu, slice leeks, and kimchi.</li> <li>– Start refilling vegetable stock, such as peeled carrot, peeled onion, peeled garlic, peeled shallot, and washed vegetable if there's empty.</li> <li>– Peel 3-5 kg of onion, 1 kg of garlic and mince it.</li> <li>– Help chef doing mise en place for tomorrow lunch and dinner.</li> </ul> <p>Help chef blending the sauce for fish or beef dishes.</p>

	<ul style="list-style-type: none"> <li>- Staying in buffet area and checking every item on buffet to make sure everything was there.</li> <li>- Communicate with guest while checking buffet to make sure every food is perfect and standby in there in case guest asking for something.</li> <li>- 5 minutes before closing, turn off all induction stove.</li> <li>- Pick up and clear up buffet area, throw the remaining item in garbage and put the sevendish at pot wash.</li> </ul>
2	<ul style="list-style-type: none"> <li>- Take trolley and take all the sauce pan, stock pot, container, and utensils at the pot wash area.</li> <li>- Turn on all the stove, and also teppan</li> <li>- Take stock pot and refill with water, cut mirepoix and make a stock for sauce, and soup base.</li> <li>- Prepare big pot and fill it with water for boil rice around 5-6 Kg.</li> <li>- Make miso soup for lunch and dinner buffet.</li> <li>- Prepare condiment for miso soup such as, soy sauce, small dice tofu, slice leeks, and kimchi.</li> <li>- Start refilling vegetable stock, such as peeled carrot, peeled onion, peeled garlic, peeled shallot, and washed vegetable if there's empty.</li> <li>- Peel 3-5 kg of onion, 1 kg of garlic and mince it.</li> </ul>

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<b>3</b>	<ul style="list-style-type: none"> <li>- Take trolley and take all the sauce pan, stock pot, container, and utensils at the pot wash area.</li> <li>- Turn on all the stove, and also teppan</li> <li>- Take stock pot and refill with water, cut mirepoix and make a stock for sauce, and soup base.</li> <li>- Prepare big pot and fill it with water for boil rice around 5-6 Kg.</li> <li>- Make miso soup for lunch and dinner buffet.</li> <li>- Prepare condiment for miso soup such as, soy sauce, small dice tofu, slice leeks, and kimchi.</li> <li>- Start refilling vegetable stock, such as peeled carrot, peeled onion, peeled garlic, peeled</li> </ul>

	<p>shallot, and washed vegetable if there's empty.</p> <ul style="list-style-type: none"> <li>- Peel 3-5 kg of onion, 1 kg of garlic and mince it.</li> <li>- Help chef doing mise en place for tomorrow lunch and dinner.</li> </ul> <p>Help chef blending the sauce for fish or beef dishes.</p> <ul style="list-style-type: none"> <li>- Staying in buffet area and checking every item on buffet to make sure everything was there.</li> <li>- Communicate with guest while checking buffet to make sure every food is perfect and standby in there in case guest asking for something.</li> <li>- 5 minutes before closing, turn off all induction stove.</li> </ul> <p>Pick up and clear up buffet area, throw the remaining item in garbage and put the sevendish at pot wash.</p>
4	<ul style="list-style-type: none"> <li>- Take trolley and take all the sauce pan, stock pot, container, and utensils at the pot wash area.</li> <li>- Turn on all the stove, and also teppan</li> <li>- Take stock pot and refill with water, cut mire-poix and make a stock for sauce, and soup base.</li> <li>- Prepare big pot and fill it with water for boil rice around 5-6 Kg.</li> <li>- Make miso soup for lunch and dinner buffet.</li> </ul>

	<ul style="list-style-type: none"> <li>- Prepare condiment for miso soup such as, soy sauce, small dice tofu, slice leeks, and kimchi.</li> <li>- Start refilling vegetable stock, such as peeled carrot, peeled onion, peeled garlic, peeled shallot, and washed vegetable if there's empty.</li> <li>- Peel 3-5 kg of onion, 1 kg of garlic and mince it.</li> <li>- Help chef doing mise en place for tomorrow lunch and dinner.</li> </ul> <p>Help chef blending the sauce for fish or beef dishes.</p> <ul style="list-style-type: none"> <li>- Staying in buffet area and checking every item on buffet to make sure everything was there.</li> <li>- Communicate with guest while checking buffet to make sure every food is perfect and standby in there in case guest asking for something.</li> <li>- 5 minutes before closing, turn off all induction stove.</li> </ul> <p>Pick up and clear up buffet area, throw the remaining item in garbage and put the sevendish at pot wash.</p>
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