

BIBLIOGRAPHY

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APPENDIX

Appendix 1. All Staff and Trainee



Appendix 2. Certificate



Appendix 3. Internship Appraisal Form


AKADEMI KULINER & PATISERI
OTTIMMO
 INTERNASIONAL
CULINARY ARTS GASTRONOMY BAKING & PASTRY ARTS

Internship Appraisal Form

INTERNSHIP PLACE: Conica Pastries
 First Name Renaldi Last Name Sethio
 Review Period/s : ☐ Monthly ☐ Quarterly ☐ Bi-annually ☐ Annually Date Joining _____
 Intern's Position : Pastery Department : Production
 REVIEW DATE : January 8th Direct Supervisor : Rahma Mega x

GRADING FACTORS

1. ORGANIZATIONAL & COMMUNICATION

Staffs Relations 4

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

Team Player 4

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

Follow -Through 4

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

2. CUSTOMERS INTERACTIONS

Customer Relations (*if any) 3.5

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

3. PERSONAL PRESENTATIONS

Grooming Standards

Practices and displays proper grooming, personal hygiene and care.

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

4

Uniforms

Always wear the proper and designated uniform.

3,5

4. ON THE JOB & KNOWLEDGE

Dependability

Can be counted upon to do what is expected and required

Follow instructions and completes work on time with minimum supervision

4

Work Quality

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

4

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;

More creative and keep diciplined

Improve skills to malce products

PERFORMANCE SUMMARY * to be filled by OTTIMMO International

TOTAL POINTS _____

RATING _____

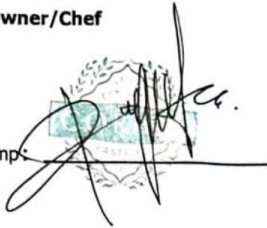
ACTION PLANS FOR DEVELOPMENT NEEDS

1. _____
2. _____
3. _____
4. _____
5. _____

III. SIGNATURES

On-Site Manager/Owner/Chef

Signature & Stamp:



Dated 8th January

The Intern

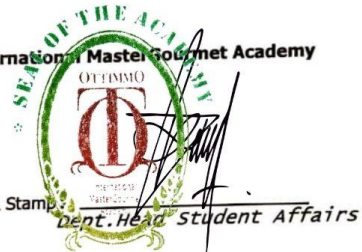
Signature:



Dated 8th January

OTTIMMO International Master Gourmet Academy

Signature & Stamp:



Dated 06 July 2026

Appendix 4. Correction List

9-Jun-26 / 10.00-10.45



AKADEMI KULINER & PATISERI
OTTIMMO®
 INTERNASIONAL
CULINARY ARTS | GASTRONOMY BAKING & PASTRY ARTS

Student Name : Renaldi Putra Sethio
 Student Number : 2274130010070
 Exam Day & Date : Selasa, 9-Jun-26
 Lecture : Michael Valent, A.Md.Par.
 (19950219 2001 074)

No	Correction List	Page	Approval
	- Lihat makalah ! perhatian yang telah ditandai ! - Paragraf, margin dll - Penilaian lupa di masukan pada halaman" terakhir !		

Acknowledge,
 Advisor



Filia Kusuma, S.E., M.M)
 19871203 2403 023



AKADEMI KULINER & PATISERI
OTTIMMO®
 INTERNASIONAL
 CULINARY ARTS | GASTRONOMY | BAKING & PASTRY ARTS

Student Name : Renaldi Putra Sethio
 Student Number : 2274130010070
 Exam Day & Date : Selasa, 9-Jun-26
 Lecture : Ryan Yeremia Iskandar, S.S.
 (19821218 1601 023)

No	Correction List	Page	Approval
	<i>lihat note</i>		

Acknowledge,
 Advisor



Filias Kusuma, S.E., M.M)
 19871203 2403 023



AKADEMI KULINER & PATISERI
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CULINARY ARTS | GASTRONOMY | BAKING & PASTRY ARTS

Student Name : Renaldi Putra Sethio
 Student Number : 2274130010070
 Exam Day & Date : Selasa, 9-Jun-26
 Lecture : Filias Kusuma, S.E., M.M.
 (19871203 2403 023)

No	Correction List	Page	Approval
1	Bibliography		
2.	Nilai magang		
3.	Margi penilai		

Acknowledge,
 Advisor


Filias Kusuma, S.E., M.M.
 19871203 2403 023

Appendix 5. Consultation Form



Akademi Kuliner & Pastry
OTTIMO
INTERNASIONAL

CONSULTATION FORM
INDUSTRIAL TRAINING /
FOODPRENEURSHIP

No	Date	Topic Consultation	Name/ Signature
1.	12/05 2026		
2.	13/05 2026		
3.	18/05 2026		
4.	19/05 2026		
5.	20/05 2026		
6.	21/05 2026		

Name : Penaldi Pura
Student Number : 229130010070
Advisor : Filias Kusuma

No	Date	Topic Consultation	Name/ Signature
7.	23/05 2026		
8.	25/05 2026		
9.	26/05 2026		
10.	28/05 2026		

RECAPITULATION OF INDUSTRIAL TRAINING ACTIVITIES

Name : Renaldi Putra Sethio
Study Program : Internship
Placement of *Industrial Training* : Corica Pastries Surabaya
Field of Work : Cake and Cookies
Activity Notes : Month I to Month III

Week	Description of activities
1	• Learning how to make chocolate decoration. • Learning how to make decorate a cake. • Learning how to make Avoset whip cream for fillings and decoration. • Cutting plastic mica for sliced cake and whole cake cover.
2	• Making chocolate decoration. • Decorating cakes. • Cutting plastic mica for sliced cake and whole cake cover. • Making different flavors of Avoset whip cream filling. • Making plain Avoset whip cream for decoration.
3	• Making chocolate filling for chocolate cake. • Cutting plastic mica for sliced cake and whole cake cover. • Learning how to make sponge cake. • Learning how to use sheeter for strudel. • Making whole cakes.
4	• Decorating cakes. • Making whole cakes. • Making Avoset fillings and decoration. • Learning how to write on chocolate. • Cutting plastic mica for sliced cake and whole cake cover.

Activity Notes

: Month IV to Month VI

Week	Description of activities
1	• Moving to cookies division. • Learning how to make cookies. • Learning how to make meringues.
2	• Making cookies. • Making meringues. • Collaborating with a team to plan. • Preparing towards Christmas event.
3	• Learning how make Nastar. • Learning how to make Lidah Kucing. • Learning how to make brownies. • Making cookies. • Making meringues. • Cleaning and quality control practices.
4	• Making Nastar. • Making Lidah Kucing. • Making brownies and drying them, cutting them into brownies cookies. • Making cookies. • Making meringues. • Training new recruits for event.