

BIBLIOGRAPHY

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APPENDIX

Appendix 1. Kitchen Team






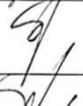




Kitchen Team










Appendix 2. Recapitulation of Industrial Training Activities

RECAPITULATION OF INDUSTRIAL TRAINING ACTIVITIES

Name : Gilbert Fredericho Jap
 Study Program : Culinary Art and Baking Pastry
 Placement of Industrial Training : Aston Makassar Hotel & Convention Center
 Field of Work : Hot Kitchen and Pastry Department
 Activity Notes : Month I/II/III/IV/V/VI

Week	Description of Activities	Signature
1	<ul style="list-style-type: none"> • Orientation for all trainees, hotel tours and kitchen tour • Kitchen Introduction • Cleaning utensils and kitchen • Storing ingredient in the walk-in chiller and freezer • Set up buffet for breakfast 	
2	<ul style="list-style-type: none"> • Prepare condiments for instant noodle station • Assist noodle station at breakfast time • Cut chili and leek into slice • Prepare limes, fried onions, chopped celery 	
3	<ul style="list-style-type: none"> • Prepare condiments for porridge station • Refill condiments for porridge station • Shred the chicken • Prepare boiled egg, cakwe, tongcay, beef floss 	
4	<ul style="list-style-type: none"> • Prepare the potato for breakfast • Cut the potato into wedges, diced, and lyonaise • Pick up groceries at the purchasing store before the work shift is over 	
5	<ul style="list-style-type: none"> • Make acar • Boil the sausages for breakfast • Boil the vegetables and meatball as garnish for instant noodle 	
6	<ul style="list-style-type: none"> • Make fresh juice for breakfast • Cut the fruits into diced like watermelon, melon, papaya, pineapple for breakfast 	
7	<ul style="list-style-type: none"> • Set up cereal and fresh milk for breakfast • Refill cereal and fresh milk for breakfast 	
8	<ul style="list-style-type: none"> • Prepare and cut the vegetables for breakfast menu • Make sambal matah • Make sambal terasi 	

Recapitulation of Industrial Training Activities

9	<ul style="list-style-type: none"> • Prepare condiments for Long John Bread at Ngabuburit event • Cut cucumber, tomato, and onion into slice thin • Cut the lettuce into chiffonade • Prepare and grate the mozzarella cheese • Prepare the mixture filling of egg and cumin powder • Assist the Long John Bread station 	
10	<ul style="list-style-type: none"> • Prepare condiments for Mongolian BBQ at Ngabuburit event • Prepare and cut the vegetables like cabbage, chinese cabbage, mustard green, cauliflower, broccoli, and bean sprout • Cut onion, leek, and mushroom into slice • Cut eggplant and chayote into julienne cut • Make Mongolian BBQ sauce • Assist the Mongolian BBQ station 	
11	<ul style="list-style-type: none"> • Set up buffet at Ngabuburit Event • Refill buffet, soup, appetizer, dessert • Clean up buffet and station after the event finished 	
12	<ul style="list-style-type: none"> • Cut the fruits into diced like watermelon, melon, papaya, pineapple for Ngabuburit event • Make Rujak sauce for appetizer 	
13	<ul style="list-style-type: none"> • Prepare condiments for egg station • Chop onion, leek, tomato, mushroom, sausage for omelette filling • Assist egg station at breakfast time • Make the omelette, sunny side up, scramble egg and poach egg 	
14	<ul style="list-style-type: none"> • Learn and make Ala Carte menu • Learn and make Archipelago Fried Rice and Seafood Fried Rice • Learn and make French Fries • Learn and make Club Sandwich 	
15	<ul style="list-style-type: none"> • Learn and make Soto Ayam • Learn and make Oxtail Soup • Portioning the oxtail and the broth 	
16	<ul style="list-style-type: none"> • Wash rice and cook rice in the steamer • Clean and tidy up the groceries in the store • Clean the chiller and freezer • Sorting out the ingredients that can still be used 	
17	<ul style="list-style-type: none"> • Prepare and make Waffle dough • Prepare and make Beroncong and Serabi dough • Assist waffle station at breakfast time • Make Waffle, Beroncong, Serabi at breakfast time 	


Recapitulation of Industrial Training Activities

18	<ul style="list-style-type: none"> • Set up and refill white bread and wheat bread at breakfast time • Set up and refill sweet bread at breakfast time • Set up and refill assorted cake at breakfast time • Prepare white bread, wheat bread, sweet bread, and assorted cake for next breakfast 	✓
19	<ul style="list-style-type: none"> • Set up any kind of jam such as strawberry, blueberry, chocolate and peanut butter for breakfast • Set up butter portion and honey for breakfast • Wash the jar of jam and prepare all the new jam for next breakfast 	✓
20	<ul style="list-style-type: none"> • Make bread butter pudding for breakfast • Learn and make any kind of cake such as marble cake, cheese cake, pandan cake, chocolate cake, and sponge cake • Make fried banana with cheese and palm sugar as an Ala Carte menu 	✓
21	<ul style="list-style-type: none"> • Prepare some cake, such as one savory and one sweet for coffee break time • Make any kind of ice dessert such as es buah, es teler, es cendol, es cincau, and es melon for lunch • Make pudding for lunch • Make pudding sauce 	✓
22	<ul style="list-style-type: none"> • Make chocolate stick • Make sugar dough for Fruit Tartlet and Quiche Lorraine • Make any kind of savory cake such as lumpia, martabak, tahu isi, risoles and jangkote 	✓
23	<ul style="list-style-type: none"> • Clean and tidy up the pastry chiller • Remove the ingredients food that can't be used • Make kue lapis • Make lapis krispi • Make sandwich 	✓
24	<ul style="list-style-type: none"> • Make klapertart • Make traditional cake such as Nagasari, Sanggara Balanda, Dadar Gulung, Nona Manis • Make cookies • Package and label cookies 	✓

Recapitulation of Industrial Training Activities

Appendix 3. Appraisal Form

Internship Appraisal Form



INTERNSHIP
 PLACE: Aston Makassar Hotel & Convention Center

First Name Gilbert Last Name Fredencho Jap

Review Period/s : Monthly Quarterly Bi-annually Annually Date Joining
 : February 3rd 2022 - August 2nd 2022

Intern's Position : Trainee Department : Hot Kitchen & Pastry

REVIEW DATE : August 24th 2022 Direct Supervisor : Irwani Pagettani x

GRADING FACTORS

1. ORGANIZATIONAL & COMMUNICATION

Staffs Relations

Consistently demonstrates: attentiveness, courtesy and efficient service to other staff.
 Creates friendly environment. 3.5

Team Player

Cooperates and works well with others. Enthusiastic, portrays a 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

Internship Appraisal Form

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

3.5

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

3

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

3

Work Quantity

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

3

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;

• Over all is Good Dignity, and well Groomed
For Uniform, willing to learn Our Product ,

PERFORMANCE SUMMARY * to be filled by OTTIMO International

TOTAL POINTS _____

RATING _____

ACTION PLANS FOR DEVELOPMENT NEEDS

1. _____

2. _____

3. _____


4. _____

5. _____


Internship Appraisal Form

III. SIGNATURES


On-Site Manager/Owner/Chef

Signature & Stamp:  Dated 24/08/22

The Intern

Signature:  Gilbert Frederiche Jap Dated 24/08/22

OTTIMMO International MasterGourmet Academy

Signature & Stamp:  Dated 19/10/2022
Dept. Head Student Affairs

Internship Appraisal Form

Appendix 4. Consultation Form

Name : Gilbert F-J
 Student Number : 1974122016019
 Advisor : Non Indah (Romo) Sari, S.T., H.Si

No	Date	Topic Consultation	Name/ Signature
7.	20/8/22	Chapter 1	<i>[Signature]</i>
8.	20/8/22	Bibliography	<i>[Signature]</i>
9.	23/8/22	Appendix	<i>[Signature]</i>
10.	27/8/22	Internship Report Check	<i>[Signature]</i>

Madani Kultur & Pribadi
OTTIMMO
 INTERNATIONAL


CONSULTATION FORM
 INDUSTRIAL TRAINING /
 FOODPRENEURSHIP

No	Date	Topic Consultation	Name/ Signature
1.	8/8/22	Chapter 1	<i>[Signature]</i>
2.	18/8/22	Recapitulation of Industrial Training	<i>[Signature]</i>
3.	26/8/22	Chapter 1 Revision	<i>[Signature]</i>
4.	26/8/22	Chapter 2	<i>[Signature]</i>
5.	2/9/22	Chapter 3	<i>[Signature]</i>
6.	6/9/22	Chapter 3 Revision	<i>[Signature]</i>

Consultation Form


Appendix 5. Revised Form

Kamis, 6 Oktober 2022/11.00-12.00

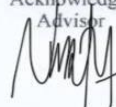


Akademi Kuliner & Patiseri
OTTIMMO
 INTERNASIONAL
CULINARY ARTS GASTRONOMY BAKING & PASTRY ARTS

Student Name : Gilbert Fredericho Jap
 Student Number : 1974130010019
 Exam Day & Date : Kamis, 6 Oktober 2022
 Lecture : Hilda Tjahjani Iskandar, S.E., Ak., C.A., M.M.
 (19691029 2002 072)

No	Correction List	Page	Approval
1	Technical aspect writing seperti font harus diketik sesuai panduan		

Acknowledge,
 Advisor



(Novi Indah Permata Sari, S.T., M.Sc)
 19951109 2202 083

Revised Form



Akademi Kuliner & Patiseri
OTTIMMO
INTERNASIONAL
CULINARY ARTS - GASTRONOMY - BAKING & PASTRY ARTS

Student Name : Gilbert Fredericho Jap
Student Number : 1974130010019
Exam Day & Date : Kamis, 6 Oktober 2022
Lecture : Novi Indah Permata Sari, S.T., M.Sc
(19951109 2202 083)

No	Correction List	Page	Approval

Acknowledge,
Advisor

(Novi Indah Permata Sari, S.T., M.Sc)
19951109 2202 083

Revised Form



Akademi Kuliner & Patiseri
OTTIMMO
 INTERNASIONAL
 CULINARY ARTS · GASTRONOMY · BAKING & PASTRY ARTS

Student Name : Gilbert Fredericho Jap
 Student Number : 1974130010019
 Exam Day & Date : Kamis, 6 Oktober 2022
 Lecture : Dahlia Elianarni, S.T.P., M.Sc
 (19970510 2203 015)

No	Correction List	Page	Approval
1.	Perlu dibenarkan alasan mengapa memilih aiston pada background	1.	
2.	Berikan kalimat pengantar pada figure 2.1	3.	
3.	Berikan kalimat pengantar pada figure 2.2.3	20	
4.	Berikan penjelasan berapa suhu penyimpanan pada purchasing store basement	20	
5.	Berikan keterangan pada singkatan saat pertama kali muncul. ex: CDP (chef de Partie)	17.	
6.	Pada sub bab 2.5 hygiene & sanitation standart, berikan pengertian secara umum dahulu sebanyak 1 paragraf	19	

Acknowledge,
 Advise

(Novi Indah Permata Sari, S.T., M.Sc)
 19951109 2202 083

Revised Form



CERTIFICATE OF COMPLETION

THIS CERTIFICATE IS PRESENTED TO

Gilbert Fredericho Jap

OTTIMMO INTERNATIONAL SURABAYA

Has completed the Job Training Program for
Food & Beverage Product Department

Period of February 2022 - August 2022

Makassar, October 10th 2022

Indri Novianti
Human Resources Coordinator

Tammy Helen Rotty
General Manager



PERFORMANCE EVALUATION

Evaluation Subject	Average score
1. Job Knowledge	3.37
2. Quantity of Work	3.65
3. Quality of Work	3.43
4. Character and Appearance	3.55
SCORE TOTAL	3.50 (B)

(A) : 3.51 – 4.00 : Very Good
(B) : 3.00 – 3.50 : Good
(C) : 2.50 – 2.99 : Satisfactory
(D) : 1.00 – 2.49 : Unsatisfactory

Indri Novianti
Human Resources Coordinator

Irwan Pagattani
Executive Chef

Certificate