


## BIBLIOGRAPHY

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- Afifuddin. 2009. *Metodologi Penelitian Kualitatif* Bandung: CV Pustaka Setia.
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- I Ketut Suardana, S.ST, M. Sc (2017) “*Peranan Pastry dalam Menunjang Operasional Sahid Hotel Yogyakarta*”. Diakses pada 15 Agustus 2020 melalui: <https://www.slideshare.net/ketutsuardanaiogia/peranan-pastrv-dalam-menuniang-operasional-sahid-hotel-yogyakarta>

APPENDIX

**Internship Appraisal Form**

 **AKADEMI KULINER & PATISERI**  
**OTTIMMO**  
INTERNASIONAL  
EXCELLENCE IN ARTS - CREATIVITY - SERVICE & PEOPLE ARTS

INTERNSHIP  
PLACE: The westin and four point Surabaya

First Name Kenny Last Name Lim

Review Period/s :  Monthly  Quarterly  Bi-annually  Annually Date Joining \_\_\_\_\_

Intern's Position : trainee Department : Pastry

REVIEW DATE : 20-juni-2022 Direct Supervisor : \_\_\_\_\_ 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. 4

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

4

**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  
Follow instructions and completes work on time with minimum supervision

38

**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

38

**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;**

Kenny sangat disiplin dalam bekerja. Memiliki tanggung jawab yg baik  
Selalu mengikuti peraturan hotel, Penerima keras, cepat berkomunikasi  
Dengan baik dengan teman kerja, maupun dengan tamu hotel saat incharge  
Buffet. Sangat cepat dalam product

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

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

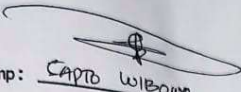
RATING \_\_\_\_\_

**ACTION PLANS FOR DEVELOPMENT NEEDS**


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

**III. SIGNATURES**

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

Signature & Stamp:  CAPTO WIBOWO Dated 20 June 2022

**The Intern**

Signature:  Kenny Lim Dated 20 June 2022

**OTTIMMO International MasterGourmet Academy**

Signature & Stamp:   Dept. Head Student Affairs Dated 20 June 2022

**THE WESTIN**  
SURABAYA

**FOUR POINTS**  
BY SHERATON  
Surabaya  
Pakuwon Indah

The Westin Surabaya & Four Points by Sheraton Surabaya, Pakuwon Indah  
Takes great pleasure in awarding this


*Certificate of Completion*

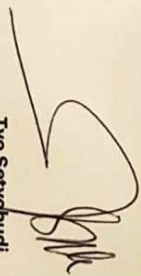
To

*Kenny Lim*

Ottimmo International Mastergourmet Academy

In recognition of successful completion of  
**On The Job Training at Culinary Pastry**  
Period of 20 December 2021 to 19 June 2022

  
**Uci Suciati**  
Complex Director of Human Resources

  
**Tyo Setyobudi**  
Complex Director of Learning and Development



Akademi Kuliner & Pastry  
**OTTIMO**  
 INTERNASIONAL  
CREATING WITH PASSION • MAKING HAPPY ART

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

Name : Kenny Lina  
 Student Number : 1974150010042  
 Advisor : Chef Jerry

No	Date	Topic Consultation	Name/ Signature
1		memperbaiki kosa kata bahasa Inggris	chef Jerry
2		Revisi Perbaikan tata letak penulisan	chef Jerry
3		Revisi perbaikan kalimat bahasa Inggris	chef Jerry
4		Revisi laporan akhir "Acknowledgement"	Ms. Novi
5		Revisi font dan ukuran font	Ms. Novi
6		Revisi tata letak gambar	Ms. Novi

No	Date	Topic Consultation	Name/ Signature
7		Pembelajaran cara Menepikan Daftar isi otomatis	Ms. Novi
8		Pembelajaran cara Menepikan laporan akhir	Ms. Novi
9		Revisi contraction dan suggestion	Ms. Novi
10		Revisi Table content	Ms. Novi



Akademi Kuliner & Patiseri

**OTTIMMO**  
INTERNASIONAL

CULINARY ARTS GASTRONOMY BAKING & PASTRY ARTS

Student Name : Kenny Lim  
 Student Number : 1974130010042  
 Exam Day & Date : Selasa, 4 Oktober 2022  
 Lecture : Heni Adhianata, S.T.P., M.Sc  
 (19900613 1402 016)

No	Correction List	Page	Approval
1.	Acknowledgement : Head of auxiliary program Bu. Htada	iv	
2.	Table of Content : angka? matrucanya apa?	vi	
3.	List of Tables : tok masih kosong? List of Picturer also	viii ix	
4.	Paragraf 1 hapus saja (di 1-1)	1	
5.	Company history terlalu panjang	3	
6.	Penulisan Peterangan "picture" direragamkan (posisi dibawah gambar)		
7.	Gunakan font dan ukuran font yg seragam	22	
8.	Tata letak gambar dirapikan (center)	29, 32 35, 37	

Acknowledge,  
Advisor

(Ryan Yerima Iskandar, SS)  
19821218 1601 023





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

Student Name : Kenny Lim  
 Student Number : 1974130010042  
 Exam Day & Date : Selasa, 4 Oktober 2022  
 Lecture : Novi Indah Permata Sari, S.T., M.Sc  
 (19951109 2202 083)

No	Correction List	Page	Approval
1.	Dirapikan lagi table of content, list of table, & list of picture.		<i>Nelly</i>
2.	Beneht si lengtapi		<i>Nelly</i>
3.	Sub Bab & Bab diperbaiki		<i>Nelly</i>
4.	Judul gambar diperbaiki		<i>Nelly</i>
5.	Make your history company shorter.		<i>Nelly</i>
6.	Tidak boleh ada contraction (it's → it is)		<i>Nelly</i>
7.	Suggestion other poin (student, hotel, ottimo)		<i>Nelly</i>

Acknowledge,  
 Advisor

(Ryan Yerima Iskandar, SS)  
 19821218 1601 023