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APPENDIX

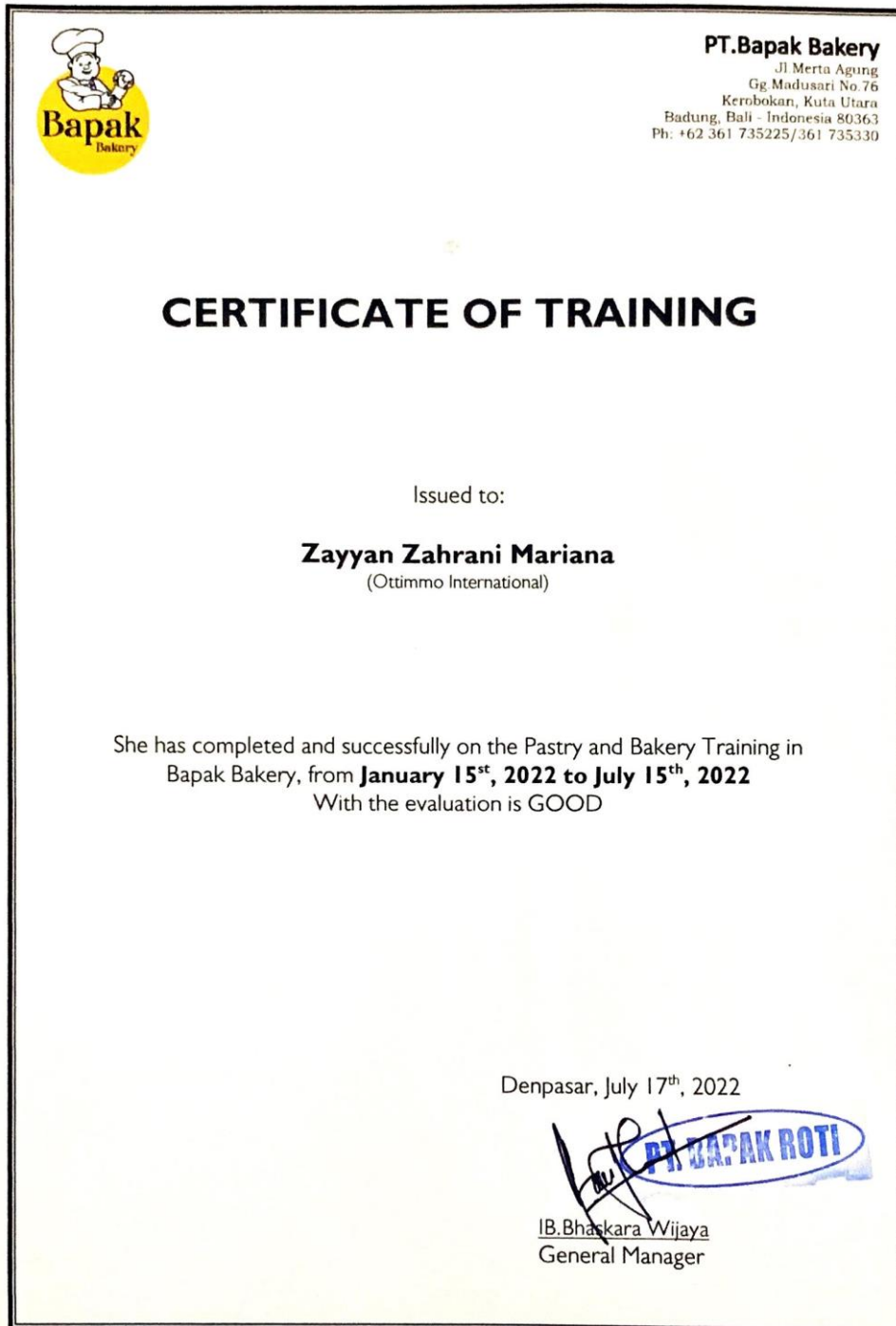


Figure 1. Certificate of Training

RECAPITULATION OF INDUSTRIAL TRAINING ACTIVITIES

Name : Zayyan Zahrani Mariana
 Study Program : D3 Program - Culinary & Baking Patiserie Art
 Placement of Industrial Training : Bapak Bakery
 Field of Work : Pastry and Bakery
 Activity Notes : Month I/II/III/IV/V/VI

Week	Description of Activities	Signature
1	Introduction and prepare ingredients	<i>ZZ</i>
2	How to cleaning pastry area	<i>ZZ</i>
3	Weighing muffin ingredients	<i>ZZ</i>
4	How to make muffin (vanilla, choco, blueberry, rhum raisin)	<i>ZZ</i>
5	How to used oven, mixer, and etc.	<i>ZZ</i>
6	How to make sponge	<i>ZZ</i>
7	How to make strawberry tart	<i>ZZ</i>
8	How to make apple filling	<i>ZZ</i>
9	How to make cookies	<i>ZZ</i>
10	How to make loaf cakes (banana, carrot, etc)	<i>ZZ</i>
11	How to decorate cake (blackforest, tiramisu, cheesecake, etc)	<i>ZZ</i>
12	How to make chocolate pralines (chocolate, caramel, coconut)	<i>ZZ</i>
13	How to make gluten free muffin	<i>ZZ</i>
14	Making butter sheets for croissant dough	<i>ZZ</i>
15	How to shaped all kind of croissants	<i>ZZ</i>
16	How to shaped all kind of croissants	<i>ZZ</i>
17	How to shaped all kind of danish	<i>ZZ</i>
18	Weighing all kind of bread ingredients	<i>ZZ</i>
19	Weighing all kind of bread dough	<i>ZZ</i>
20	How to shaped all kind of bread	<i>ZZ</i>
21	How to shaped all kind of danish	<i>ZZ</i>
22	How to make donut	<i>ZZ</i>
23	How to used dough sheeter	<i>ZZ</i>
24	How to folding croissant dough	<i>ZZ</i>
25	How to oven the croissant, danish and bread	<i>ZZ</i>

Figure 2. Recapitulation of Industrial Training Activities

Internship Appraisal Form



AKADEMI KULINER & PATISERI
OTTIMMO[®]
INTERNASIONAL
CULINARY ARTS · GASTRONOMY · BAKING & PASTRY ARTS

INTERNSHIP

PLACE: PT. BAPAK BAKERY BALI

First Name ZAYYAN Last Name ZAHRANI MARIANA

Review Period/s : Monthly Quarterly Bi-annually Annually Date Joining
: 15 JANUARY 2022

Intern's Position : Pastry & Bakery Department : _____

REVIEW DATE : _____ Direct Supervisor : I Ketut Surna 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.

3.5

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

Figure 3. Internship Appraisal Form

3. PERSONAL PRESENTATIONS

Grooming Standards

Practices and displays proper grooming, personal hygiene and care.

3.5

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

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

3

Follow instructions and completes work on time with minimum supervision

Work Quality

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

3

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

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;

still need to learn a lot, especially the taking
section, always and improve the quality of
work, more moti motivated

thanks, you

PERFORMANCE SUMMARY * to be filled by OTTIMMO International

TOTAL POINTS 20

RATING 3,2

ACTION PLANS FOR DEVELOPMENT NEEDS

1. more hard work
2. more motivation
3. more quality
4. initiative are improved
- 5.

III. SIGNATURES

On-Site Manager/Owner/Chef

Signature & Stamp:



Dated

14 July 2022.

The Intern

Signature:

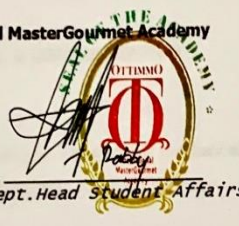
R. W. S.

Dated

10 July 2022

OTTIMMO International MasterGourmet Academy

Signature & Stamp:



Dated

5/9/2022

Dept. Head Student Affairs



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

Student Name : Zayyan Zahrani Mariana
 Student Number : 1974130010060
 Exam Day & Date : Jumat, 16 September 2022
 Lecture : Heni Adhianata, S.T.P., M.Sc
 (19900613 1402 016)

No	Correction List	Page	Approval
1.	Kalimat awal di executive summary → hapus. - Sani di keunggulan tempat magang → sehingga hal apa saja yg mjd harapan ✓ dapat dipelajari selama magang.	x	
2.	Also kalimat kedua di paragraf 1 (1.1) → hapus	1	
3.	Also point 1) di (1.2) → hapus	2.	

Acknowledge,
 Advisor

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

Jumat, 16 September 2022/14.00-15



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

Student Name : Zayyan Zahrani Mariana
Student Number : 1974130010060
Exam Day & Date : Jumat, 16 September 2022
Lecture : Hilda Tjahjani Iskandar, S.E., Ak., C.A., M.M.
(19691029 2002 072)

No	Correction List	Page	Approval
	<i>All good</i>		<i>[Signature]</i>

Acknowledge,
Advisor

(Michael Valént, A. Md Par.)
19950219 2001 074

Jumat, 16 September 2022/14.00-15



Akademi Kuliner & Patiseri
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INTERNASIONAL
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Student Name : Zayyan Zahrani Mariana
Student Number : 1974130010060
Exam Day & Date : Jumat, 16 September 2022
Lecture : Michael Valent, A.Md.Par.
(19950219 2001 074)

No	Correction List	Page	Approval

Acknowledge,
Advisor

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



Akademi Kuliner & Pastry
OTTIMO
 INTERNASIONAL

CONSULTATION FORM
INDUSTRIAL TRAINING /
FOODPRENEURSHIP

Name : ZAYYAN ZAHRANI M.
 Student Number : 1034132010060
 Advisor : Michael Valent. A.Md.Par.

No	Date	Topic Consultation	Name/ Signature
1.	22/08 2022	Internship place	
2	23/08 2022	Hygiene & sanitation	
3	24/08 2022	Product photos	
4	25/08 2022	Background of study	
5	26/08 2022	Menu of product	
6.	27/08 2022	Grooming standards	

No	Date	Topic Consultation	Name/ Signature
7.	4/09 2022	Problem of hygiene	
8	5/09 2022	Suggestion in conclusion.	
9	6/09 2022	Internship activities	
10.	7/09 2022	Event and hamper in bakery	
11.	8/09 2022	Revisi report to library.	

PHOTOS



Figure 4. photos