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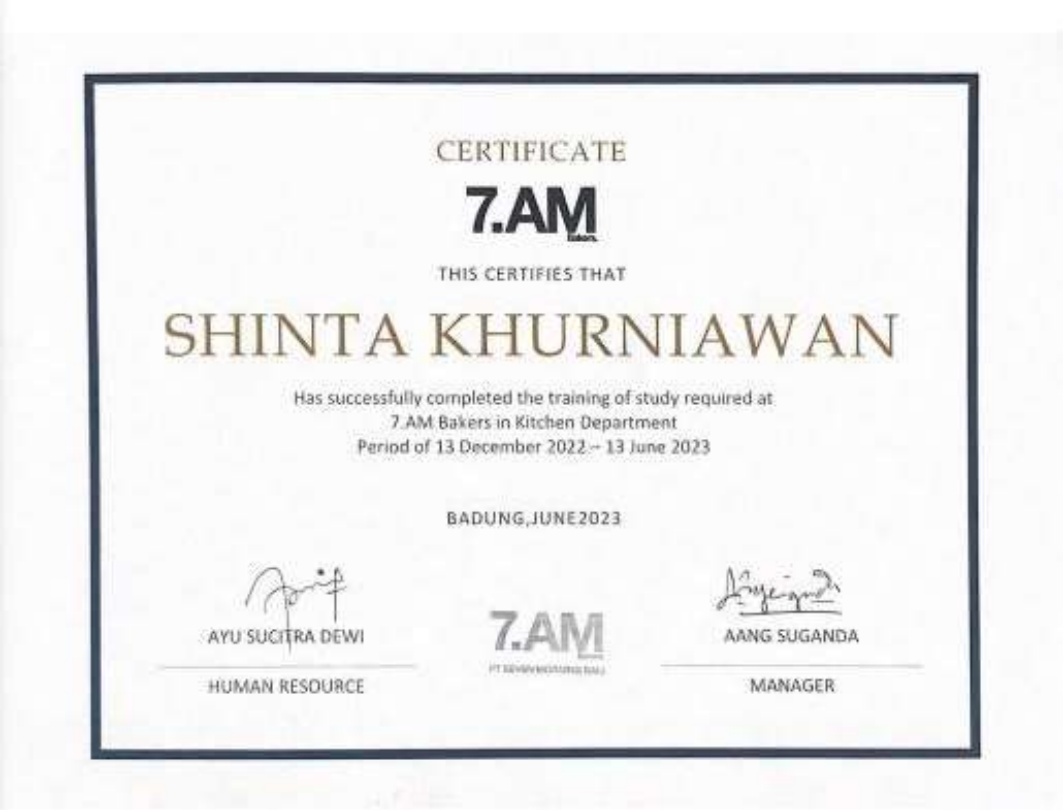
APENDIX



Team Photo

| NO | NAME | JOIN DATE | POSITION | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|----|-------------------------|-----------|-----------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| | | | | SAT | SUN | MON | TUE | WED | THU | FRI | SAT | SUN | MON |
| 1 | Lukman Juandi | 14-Apr-21 | HEAD CHEF | | | | | | | | | | |
| 2 | Ni Luh Ratna suciantari | 24-Okt-22 | COMMIS | | | | | | | | | | |
| 3 | Ayu Maduari Astini | 24-Okt-22 | COMMIS | | | | | | | | | | |
| 4 | Shinta Khurniawan | 13-Dec-22 | TRAINING | | | | | | | | | | |

Schedule On April



Internship Certificate



Advisori Kabiner & Partner
OTTIMO
 INTERNATIONAL

CONSULTATION FORM
INDUSTRIAL TRAINING /
FOODPRENEURSHIP

Name : *Syifa Nurrahma*
 Student Number : *2024130210057*
 Advisor : *Yusro, Prastika*

| No | Date | Topic Consultation | Name/ Signature |
|----|------|--|--------------------|
| 1 | 3/6 | W/ Jarak operasi hours kurang besar Seminar? | <i>[Signature]</i> |
| 2 | 4/6 | konsul Kabiner Berside | <i>[Signature]</i> |
| 3 | 10/7 | konsul Kabiner - cara tulis 1 | <i>[Signature]</i> |
| 4 | 17/7 | konsul Kabiner - cara tulis 2 | <i>[Signature]</i> |
| 5 | 18/7 | OLIMPIA perform operasi hotel di gedung seminar dida Lansing | <i>[Signature]</i> |
| 6 | 20/7 | konsul Kabiner - cara tulis 3 | <i>[Signature]</i> |

| No | Date | Topic Consultation | Name/ Signature |
|----|------|---|--------------------|
| | 27/7 | Apakah Sweet Perlu di tentukan di sub 2 | <i>[Signature]</i> |
| | 2/7 | apakah Saat Presentasi lebih manajemen bisnis Indonesia? | <i>[Signature]</i> |
| | 7/7 | apakah Saat Presentasi lebih manajemen bisnis Bahasa arab | <i>[Signature]</i> |
| | | | |
| | | | |

Consultation Form

Internship Appraisal Form



AKADEMI KULINER & PATISERI
OTTIMMO
INTERNASIONAL
LEARNING ARTS, CULINARY, BAKERY & PASTRY ARTS

INTERNSHIP PLACE: 7: Am Bakers

First Name: Shinta Last Name: Khurriqwar

Review Period(s): Monthly Quarterly Bi-annually Annually Date Joining: _____

Intern's Position: Intern Department: Pastery

REVIEW DATE: 13/06/23 Direct Supervisor: _____

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) 4

Consistently demonstrates attentive, courtesy and efficient service to customers.
Treat customer's with Considerations and Respects

Appraisal Form

3. PERSONAL PRESENTATIONS

Grooming Standards 4

Practices and displays proper grooming, personal hygiene and care.
Maintains hair and facial hair (if any) per proper F&B Industrial standards

Uniforms 4

Always wear the proper and designated uniform.

4. ON THE JOB & KNOWLEDGE

Dependability 4

Can be counted upon to do what is expected and required
Follow instructions and completes work on time with minimum supervision

Work Quality 4

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

Work Quantity 4

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

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

Appraisal Form

Discussions/Notes:

by seeing with performance and work ethic and attitude
From 13 December to 13 Jun 2023 then I believe that she is good
at working with colleagues and get to grips with the job quickly
and responsibility and confident for quality product control.
I am very happy to have her and want say thank-you very much
for great job that she done

PERFORMANCE SUMMARY - as by /filled by OTTIMAD International

TOTAL POINTS _____

RATING _____

ACTION PLANS FOR DEVELOPMENT NEEDS

1. _____

2. _____

3. _____

4. _____

5. _____

Appraisal Form

III. SIGNATURES

On-Site Manager/Owner/Chef

Signature & Stamp:  Dated 13 Juni 2023

The Intern

Signature:  Shinta Dated 13 Juni 2023

OTTIMMO International Master Gourmet Academy

Signature & Stamp:  Dated 11 August 2023
Dept. Head Student Affairs

Appraisal Form



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

Student Name : Shinta Khurniawan
Student Number : 2074130010057
Exam Day & Date : Senin, 08 Aug 2023
Lecture : Heni Adhianata, S.T.P., M.Sc.
(19900613 1402 016)

| No | Correction List | Page | Approval |
|----|--|--------|------------|
| i. | Jelaskan sistem storage di freezer dan chiller seperti apa | 12-13. | <u>Acc</u> |

Acknowledge,
Advisor

(Yohana Prasetyo, S.Sn., A.Md.Par.)
19881018 1701 044



Akademi Kuliner & Patiseri
OTTIMMO
INTERNASIONAL
CUISINARY ARTS | GASTRONOMY | BAKING & PASTRY ARTS

Student Name : Shinta Khurniawan
Student Number : 2074130010057
Exam Day & Date : Senin, 08 Aug 2023
Lecture : Yohana Prasetyo, S.Sn., A.Md. Par.
(19881018 1701 044)

| No | Correction List | Page | Approval |
|----|---------------------|------|----------|
| 1. | Sesuai dg. laporan. | | |

Acknowledge,
Advisor

(Yohana Prasetyo, S.Sn., A.Md. Par.)
19881018 1701 044



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

Student Name : Shinta Khurniawan
Student Number : 2074130010057
Exam Day & Date : Senin, 08 Aug 2023
Lecture : Michael Valent, A.Md. Par.
(19950219 2001 074)

| No | Correction List | Page | Approval |
|----|-----------------|------|----------|
| | | | |

Acknowledge,
Advisor

(Yohana Prasetyo, S.Sn., A.Md. Par.)
19881018 1701 044