



A TECHNICAL REPORT
STUDENT INDUSTRIAL WORKING EXPERIENCE SCHEME
(SIWES)

Held at
GOD FIRST MUSIC AND MULTIBIZ VENTURES

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DEDICATION

I dedicate this technical report to the Almighty God, the giver of knowledge, wisdom and who is rich in mercy.

ACKNOWLEDGEMENT

I take this opportunity to express my profound gratitude and deep regards to the creator of heaven and earth, the one who knows the beginning and the end, the alpha and the omega, the Almighty God and also to my guides (MR & MRS ARAOYE, and to all those who has helped me during my SIWES programme. The blessings, help and guidance given by them, time to time has carry me so this far and shall carry on the journey of life on which I am about to embark. I also take this opportunity to express a deep sense of gratitude to compliment my mentor for his cordial support valuable information and guidance which helped me in completing my SIWES through various stages. Lastly my deep regard to the best and most inspiring brother and sister.

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CHAPTER ONE

1.1 INTRODUCTION OF SIWES

The Student Industrial Work Experience Scheme (SIWES) is a skill development program designed to prepare students of universities, polytechnics, and colleges of education for the industrial work situation they are likely to encounter after graduation. Established by the Industrial Training Fund (ITF) in 1973, SIWES bridges the gap between theory and practice by providing students with the opportunity to gain hands-on experience in their chosen fields. The program is mandatory for students in engineering, technology, science, and other related disciplines, as it equips them with practical skills and exposure to real-world work environments.

Students Industrial Work Experience Scheme (SIWES) is a Skills Training Program designed to prepare and expose Students of Universities, Polytechnics, Colleges of Technology, Colleges of Agriculture and Colleges of Education for the Industrial Work situation they are likely to meet after graduation. The Scheme affords Students the opportunity of familiarizing and exposing themselves handling equipment and machinery that are usually not available in their institutions.

1.2 HISTORY OF SIWES

The SIWES program was introduced in Nigeria in 1973 by the Industrial Training Fund (ITF) to address the growing concern about the lack of practical skills among graduates. The scheme was created in collaboration with the Nigerian Universities Commission (NUC), the National Board for Technical Education (NBTE), and the National Commission for Colleges of Education (NCCE). Over the years, SIWES has evolved to become a critical component of tertiary education in Nigeria, ensuring that students are well-prepared for the demands of the labor market.

The Students' Industrial Work Experience Scheme (SIWES) was initiated in 1973 by the Federal Government of Nigeria under the Industrial Training Fund (ITF) to bridge the gap between theory and practice among products of our tertiary Institutions. It was designed to provide practical training that will expose and prepare students of Universities, Polytechnics, and Colleges of Education for work situation they are likely to meet after graduation.

Before the establishment of the scheme, there was a growing concern among the industrialists that graduates of institutions of higher learning lacked adequate practical background studies preparatory for employment in industries. Thus the employers were of the opinion that the theoretical education going on in higher institutions was not responsive to the needs of the employers of labour.

As a result of the increasing number of students' enrolment in higher institutions of learning, the administration of this function of funding the scheme became enormous, hence ITF withdrew from the scheme in 1978 and was taken over by the Federal Government and handed to National Universities commission (NUC), National Board for Technical Education (NBTE) and National Commission for Colleges of Education (NCCE). In 1984, the Federal Government reverted back to ITF which took over the scheme officially in 1985 with funding provided by the Federal Government

1.3. OBJECTIVES OF THE PROGRAMME

The primary objectives of SIWES include:

- To expose students to real-life work environments and industrial practices.
 - To provide students with the opportunity to apply theoretical knowledge gained in the classroom to practical situations.
 - To equip students with relevant skills and competencies required in their chosen professions.
 - To foster a smooth transition from academic life to the professional world.
 - To enhance students' employability by providing them with hands-on experience and industry exposure.
 - Expose students to work methods and techniques in the handling of equipment and machinery that may not be available in schools.
 - Make transition from school to the labour market smooth and enhance students' conduct for later job placement
 - Provide students with the opportunity to apply their knowledge in real life work situation thereby bridging the gap between theory and practice
 - Strengthen employer involvement in the entire educational process and prepare students for employment in industry
- Promote the desired technological knowhow required for the advancement of the nation.

1.4. OBJECTIVES OF ESTABLISHMENT

The establishment of SIWES was driven by the need to:

- Address the gap between academic training and industry requirements.
- Produce graduates who are not only theoretically sound but also practically competent.
- Promote collaboration between educational institutions and industries.
- Enhance the quality of education by integrating practical training into the curriculum.
- Contribute to national development by producing a skilled workforce capable of driving innovation and economic growth.
- To maintain good relationship with patients, relations and the community through health education.
- To carry out diagnosis and intervention.
- To provide training for students.
- To maintain sufficient hospital supply of equipment and promote their utilization and maintenance.

CHAPTER TWO

2.1 BENEFITS DERIVED FROM THE SIWES PROGRAMME

During my SIWES attachment, I gained invaluable insights into procurement and supply chain management in a multifaceted business environment. Key benefits include:

- Practical knowledge of inventory management and procurement processes.
- Exposure to the challenges of managing supply chains in a fast-paced industry.
- Improved communication and teamwork skills through collaboration with colleagues.
- Understanding the importance of vendor relationships and negotiation in procurement.
- Enhanced problem-solving skills by addressing real-world supply chain issues.

2.2 PRECAUTIONARY MEASURES IN THE MALL

The music multibiz venture operates a retail mall that sells musical instruments, accessories, and other related products. To ensure smooth operations, the following precautions were observed:

- Regular maintenance of equipment to prevent breakdowns and ensure customer satisfaction.
- Implementation of strict inventory control measures to avoid stockouts or overstocking.
- Ensuring compliance with safety regulations to protect both employees and customers.
- Use of surveillance systems to prevent theft and ensure security within the mall.
- Adherence to health and safety protocols, especially in high-traffic areas.

2.3 INTRODUCTION TO MALL APPARATUS AND THEIR FUNCTIONS

The mall is equipped with state-of-the-art apparatus to enhance customer experience and streamline operations. Some of the key apparatus include:

- Point of Sale (POS) Systems: Used for processing transactions and managing sales data.



- Inventory Management Software: Tracks stock levels, orders, and deliveries in real-time.

The screenshot displays a web-based inventory management interface. At the top, there's a navigation bar with various icons and a user profile for 'Manufacturing Inc. Peter Peasy'. Below this, a breadcrumb trail shows 'Items (13)' as the active section. The main area features a table with columns for item details and stock management. The table lists four items: 'Table top', 'Table leg', 'Varnish', and 'Wooden table'. Each row includes a checkbox, a plus icon, a description, a part number, a group number, a group name, and columns for 'In stock', 'Available', and 'Booked' quantities, each with 'min' and 'max' sub-columns. A 'Reorder point' column is also present. The 'Cost' column shows prices in Euros. Action icons for edit, view, and print are provided for each item.

Manufacturing Inc. Peter Peasy												
Items (13) Stock settings Stock lots Shipments Inventory Critical on-hand Write-offs Stock movement												
Items + Create PDF CSV Import from CSV												
	Part description	Part No. ↑	Group number	Group name	In stock	Available	Booked	Reorder point	Cost		+	
					min - max	min - max	min - max	min - max	min - max	Search	Clear	
1	Table top	A00001	AG00001	Parts	200	-135	335	10	€ 5,00			
2	Table leg	A00002	AG00001	Parts	1100	-140	1240	40	€ 2,00			
3	Varnish	A00003	AG00001	Parts	150	-7,5	157,5		€ 3,00			
4	Wooden table	A00004	AG00002	Products	50	20	30	5	€ 29,50			

- Security Systems: Includes CCTV cameras and alarm systems to ensure safety.



VECTOR



- Display Units: Strategically placed to showcase musical instruments and accessories.



- Sound Systems: Used for demonstrations and live performances within the mall.



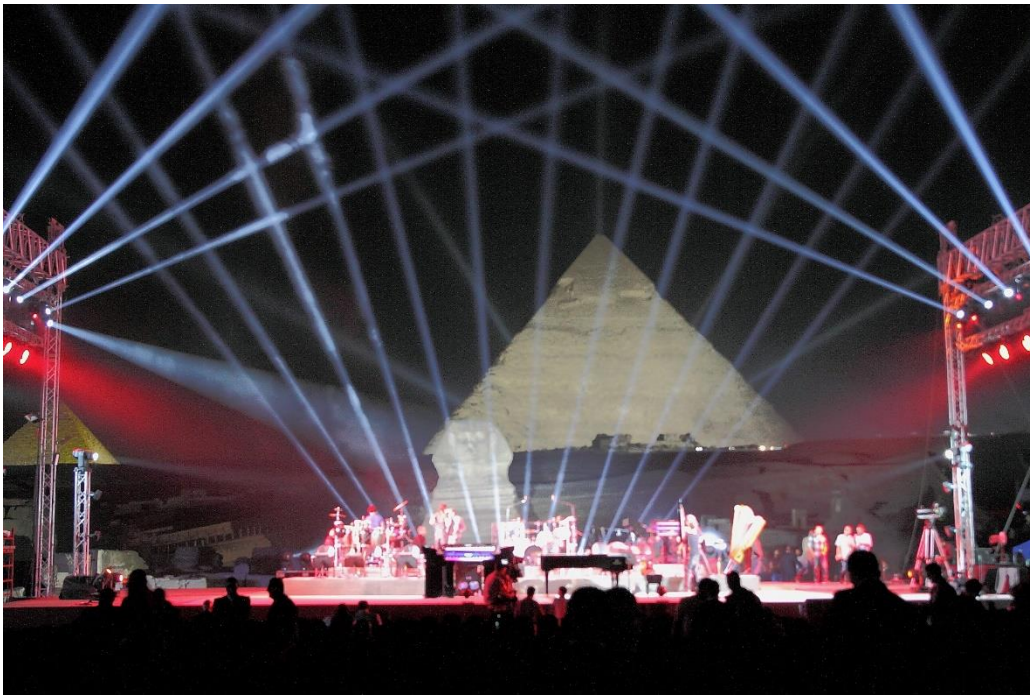
- Microphones: Used to capture and amplify live sound from instruments and vocals. (Wired and wireless options are available).



- Amps: Amplifiers with built-in-speakers are common in modern setups. Larger venues may use more powerful standalone amplifiers and passive speakers.



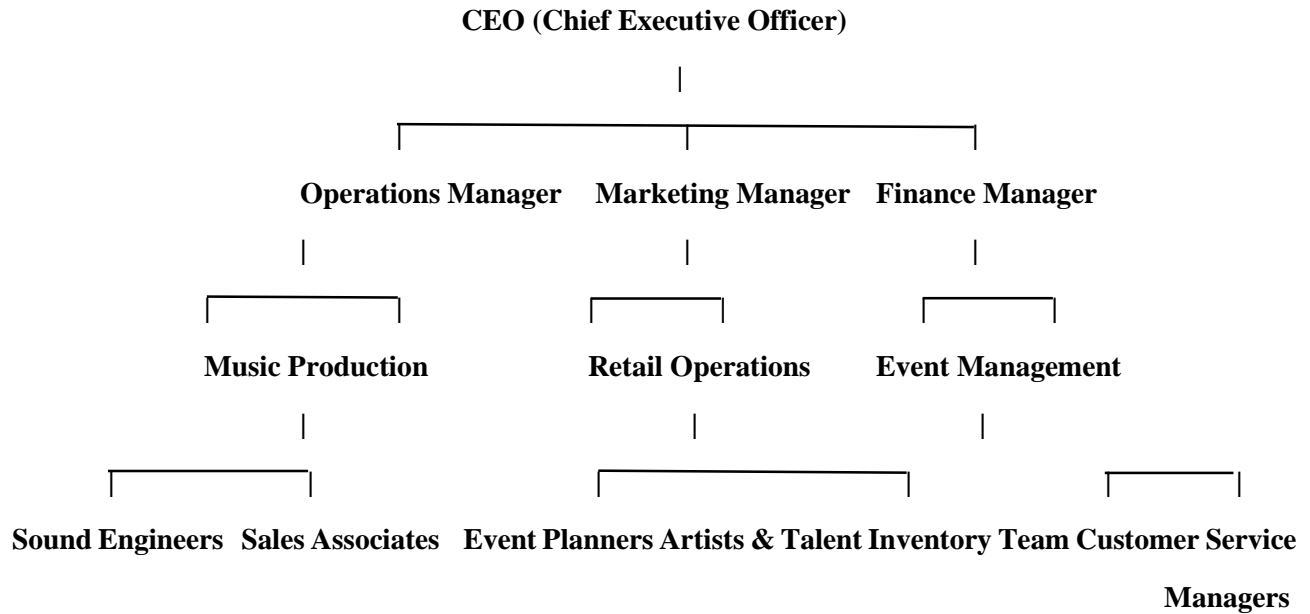
- Lightings: helps create visually captivating atmosphere at concerts and music festivals. Can enhance mood, highlight key moments, add drama to the performance.



- Samplers and digital audio workstations are used for sampling music



2.4 ORGANIZATIONAL CHART OF GOD FIRST MUSIC AND MULTIBIZ VENTURE



EXPLANATION OF THE CHART

- **CEO (Chief Executive Officer):** Oversees the entire company and makes strategic decisions.
- **Operations Manager:** Manages day-to-day activities, including music production and retail operations.
- **Marketing Manager:** Handles branding, advertising, and customer engagement.
- **Finance Manager:** Manages budgets, financial reporting, and accounting.
- **Music Production:** Includes sound engineers, artists, and talent managers responsible for creating music.

- **Retail Operations:** Includes sales associates and inventory teams managing the sale of musical instruments and accessories.
- **Event Management:** Includes event planners and customer service teams organizing and managing events.

CHAPTER THREE

3.1 OVERVIEW OF PROCUREMENT PROCESSES

Procurement in the musical and multibiz venture involves sourcing high-quality musical instruments, accessories, and other products from reliable suppliers. The process includes:

- Identifying suppliers and negotiating contracts.
- Placing orders and ensuring timely delivery.
- Inspecting goods for quality and compliance with specifications.
- Managing vendor relationships to ensure long-term partnerships.

3.2 SUPPLY CHAIN MANAGEMENT IN THE MUSICAL AND MULTIBIZ VENTURE

The supply chain management process ensures that products are delivered to customers efficiently. Key activities include:

- Inventory management to maintain optimal stock levels.
- Logistics and distribution to ensure timely delivery of goods.
- Monitoring and analyzing supply chain performance to identify areas for improvement.

CHAPTER FOUR

4.1 SUMMARY OF EXPERIENCE

My SIWES attachment at the musical and multibiz venture provided me with a comprehensive understanding of procurement and supply chain management. I gained practical skills in inventory management, vendor negotiation, and supply chain optimization, which will be invaluable in my future career.

4.2 CONCLUSION

The SIWES program has been a transformative experience, equipping me with the knowledge and skills required to excel in the field of procurement and supply chain management. The exposure to real-world challenges and solutions has prepared me for the demands of the professional world.

I was able to apply the theoretical knowledge gained in the classroom to real-world scenarios. The program enhanced my understanding of procurement processes, inventory management, supplier relationship management, logistics, and compliance. It also equipped me with essential skills such as problem-solving, communication, and teamwork, which are critical for success in the procurement and supply chain industry.

Overall, the SIWES program was a transformative experience that prepared me for the challenges of the professional world. I am confident that the skills and knowledge I acquired during this program will significantly contribute to my career growth and development.

4.3 RECOMMENDATIONS

To enhance the effectiveness of the SIWES program, the following recommendations are proposed:

- Increase the duration of the program to allow for deeper immersion in the work environment.

- Provide students with more opportunities to participate in decision-making processes.
- Encourage organizations to assign mentors to guide students throughout the program.
- Incorporate regular feedback sessions to assess students' progress and address challenges.

4.4 KEY LESSONS LEARNED

- The importance of effective communication in procurement and supply chain management.
- The role of technology in streamlining inventory and supply chain processes.
- The need for adaptability in addressing supply chain challenges.
- The value of teamwork and collaboration in achieving organizational goals.

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