

KWARA STATE POLYTECHNIC

P.M.B. 1375, ILORIN-NIGERIA

siwesunit@kwarastatepolytechnic.edu.ng

STUDENTS' INDUSTRIAL WORK EXPERIENCE
SCHEME (SIWES)

TRAINING LOG BOOK

STUDENT'S SURNAME: IBRAHIM MUSTAPHA

OTHER NAMES:

COURSE OF STUDY: Mass Communication

MATRICULATION NUMBER: ND/23/MAC/PT/0986

PLACE OF ATTACHMENT: News Department

BANK NAME: GT Bank ACCT. NO.: 0665665386 SORT CODE:

NAME OF COMPANY/ORGANIZATION: Radio Niger minna

LOCATIONAL ADDRESS OF COMPANY/ORGANIZATION (Street No, Street Name,

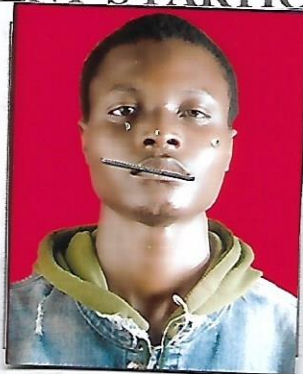
Town and State:

TEL/GSM: 08144059897 E-MAIL: ibrahim mustapha222333@gmail

NAME OF OFFICER IN CHARGE OF SIWES IN THE COMPANY:

Mr Umar Borno

STUDENT'S PARTICULAR



NAME OF STUDENT: IBRAHIM MUSTAPHA
INSTITUTION: KWARA STATE POLYTECHNIC, ILORIN

MATRICULATION NUMBER: ND/23/KMAC/PT/0986

COURSE OF STUDY: mass communication

DATE OF BIRTH: 1/13/2004

CONTACT ADDRESS: 08144 059897

PHONE NUMBER: 08144 059897

SIGNATURE OF THE STUDENT: [Signature]

NAME OF THE COMPANY/ESTABLISHMENT AND ADDRESS: Radio niger minna

NAME & SIGNATURE OF THE INDUSTRY-BASED SIWES COORDINATOR: Umar Borno [Signature]

G.S.M NUMBER OF INDUSTRY-BASED SIWES COORDINATOR:

(i) 08028253724 (ii) 08063542700

NAME & SIGNATURE OF THE POLYTECHNIC-BASED INDUSTRIAL COORDINATOR:

POLYTECHNIC STAMP & DATE:

WEEK NO:
 WEEK ENDING: → 22-8-2024
 (Last working day of the week)

WEEKLY PROGRESS SHEET

DAY & DATE	DESCRIPTION OF WORK DONE
17-8-2024 18-8-2024 MONDAY	The witnessed live reporting in the studio and also carried out voice auditioning.
TUESDAY	Off
19-8-2024 20-8-2024 WEDNESDAY	1 radio niger air its five time in a day: we did class work the question were the name of g. to Gm, Governor of niger state & t. c
THURSDAY	Off
21-8-2024 22-8-2024 FRIDAY	Assignment on How To write script
SATURDAY	Off

Date:.....

FOR THE SKETCHES, DIAGRAMS AND GRAPHS

(Additional diagrams may be attached where necessary)

Student's Signature: Date: 22-8-2024

Comments by Industrial-Based Supervisor: SATISFACTORY

Name: Umar Borno

Signature: Date: 22/8/2024

WEEK NO: 2

WEEK ENDING: -29-8-2024
(Last working day of the week)

WEEKLY PROGRESS SHEET

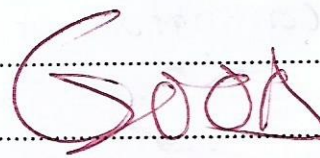
DAY & DATE	DESCRIPTION OF WORK DONE
24/8/2024 MONDAY 25-8-2024	we where thought and revise about signature and how to right script from the openings Biography.
TUESDAY	OFF
27/8/2024 WEDNESDAY 27-8-2024	we where talking to the organisations staff officer (s.o) from there we visit the staffs of the organisations, and the general manager who is Daniel
THURSDAY	OFF
29/8/2024 FRIDAY 29-8-2024	I introduced my self and we where shared to our various unit. which. was in program as Department in English unite
SATURDAY	OFF

Date:.....

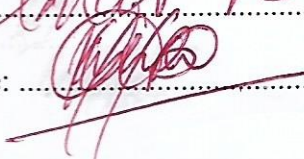
FOR THE SKETCHES, DIAGRAMS AND GRAPHS

(Additional diagrams may be attached where necessary)

Student's Signature:  Date: 29-8-2024

Comments by Industrial-Based Supervisor: 

Name: 

Signature:  Date: 29/8/2024

WEEK NO: 3

WEEK ENDING: 5-9-2024
(Last working day of the week)

WEEKLY PROGRESS SHEET

DAY & DATE	DESCRIPTION OF WORK DONE
1/9/2024 / MONDAY	Introduction news and current affairs department.
TUESDAY	Off
3/9/2024 / WEDNESDAY	orientation by the sales Coordinator mall 9m under barono
THURSDAY	Off
5/9/2024 / FRIDAY	Continuation of orientation and Assignment
15/9/2024 / SATURDAY	Off

Date:.....

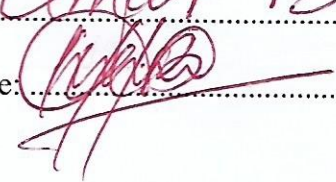
FOR THE SKETCHES, DIAGRAMS AND GRAPHS

(Additional diagrams may be attached where necessary)

Student's Signature:  Date: 5-9-2024

Comments by Industrial-Based Supervisor: GOOD

Name: Omar Barm

Signature:  Date: 5/9/2024

WEEK NO: 4

WEEK ENDING: 13-9-2024
(Last working day of the week)

WEEKLY PROGRESS SHEET

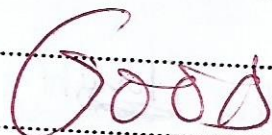
DAY & DATE	DESCRIPTION OF WORK DONE
9/9/2024 MONDAY	we had a meeting with the siwes coordi q for and we discuss about going to the radio on wedness.
10-9 TUESDAY	Off
11-9-2024 WEDNESDAY	we went to the second media located Maitumbi area of minna
THURSDAY	Off
13-9-2024 FRIDAY	we write a short note about brood cas Cooperation radio (fom) 9/13
SATURDAY	Off

Date:.....

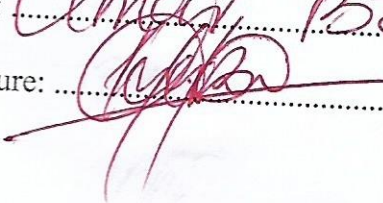
FOR THE SKETCHES, DIAGRAMS AND GRAPHS

(Additional diagrams may be attached where necessary)

Student's Signature:  Date: 13-9-2024

Comments by Industrial-Based Supervisor: 

Name: Umar Borno

Signature:  Date: 13/9/2024

WEEK NO: 5

WEEK ENDING: 20-9-2024
(Last working day of the week)

WEEKLY PROGRESS SHEET

DAY & DATE	DESCRIPTION OF WORK DONE
16-9-2024 MONDAY	They teach us how to record taught
TUESDAY	Off
18-9-2024 WEDNESDAY	They teach us News writing and new reporting taught
THURSDAY	Off
19-9-2024 FRIDAY	They teach us Area of news reporting, Components taught Lyrical, speed, flow, etc.
SATURDAY	Off

Date:.....

FOR THE SKETCHES, DIAGRAMS AND GRAPHS

(Additional diagrams may be attached where necessary)

2. Sketch the flow chart of the process of the work of the project. The flow chart should show the sequence of the work and the relationship between the different parts of the project. The flow chart should be drawn on a separate sheet of paper and attached to the project report.

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Student's Signature: Date: 20-9-2024

Comments by Industrial-Based Supervisor:

SATISFACTORY

Name: Umar Borno

Signature: Date: 20/9/2024

WEEK NO: 6

WEEK ENDING: 27-9-2024

(Last working day of the week)

WEEKLY PROGRESS SHEET

DAY & DATE	DESCRIPTION OF WORK DONE
23/9/2024 MONDAY	they taught us how to proof-read & new stories after that they showed me how the by line of new stories should look like their it is from internet or mail
TUESDAY	Off
25/9/2024 WEDNESDAY	Today I submitted my assignment of the News written by me to the Coordinator to proof-read and edit, he also explained to me how the byline should look like.
THURSDAY	Off
27-9-2024 FRIDAY	Today I was ask to proof-read stories when did after that they taught me things to Con when proof-reading and editing new stories.
SATURDAY	Off

Date:

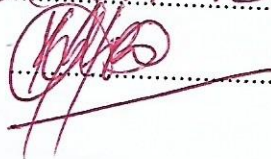
FOR THE SKETCHES, DIAGRAMS AND GRAPHS

(Additional diagrams may be attached where necessary)

Student's Signature:  Date: 27-9-2024

Comments by Industrial-Based Supervisor: SATISFACTORY

Name: Umar Borno

Signature:  Date: 27/9/2024

WEEK NO: 7

WEEK ENDING: 11-10-2024

(Last working day of the week)

WEEKLY PROGRESS SHEET

DAY & DATE	DESCRIPTION OF WORK DONE
7-10-2024 MONDAY	Today we work on Voice-testing of a Voice Audition after the Coordination explain what flat means who reading news stories.
TUESDAY	Off
9-10-2024 WEDNESDAY	They give us 4 News stories to write which was approved by the editor after written. And that the Coordinator give us assignment to write the world posting day.
THURSDAY	Off
FRIDAY	We edit right shot note on Rise of Petroleum Price.
11-10-2024 SATURDAY	

Date:

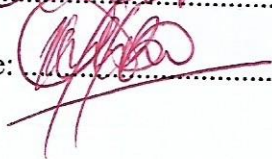
FOR THE SKETCHES, DIAGRAMS AND GRAPHS

(Additional diagrams may be attached where necessary)

Student's Signature:  Date: 11-10-2024

Comments by Industrial-Based Supervisor: Good

Name: Umar Borno

Signature:  Date: 11/10/2024

COMMENTS BY ITF OFFICIAL(S)

2 Months
Completed

Name of Official:

Signature of Official:

Date:



17/10
2024

INDUSTRIAL TRAINING FUND
MIANGO ROAD, P.M.B. 2199, JOS

FORM 8



STUDENTS INDUSTRIAL WORK EXPERIENCE SCHEME
END-OF-PROGRAMME REPORT SHEET

PART A (To be completed by the Student)

1. (a) Name in full: Ibrahim Mustapha
(b) Registration/Matriculation: ND/23/MAC/PT/0986
(c) Course of Study: Mass Communication
(d) Year of study: 2023-2024
(e) Name of Institution: Kwara State Polytechnic Ilorin
2. (a) Name and Address of the Company/Establishment: Radio Niger
(b) The Department Section: News Department
(c) Period of Attachment: From News To Department Programs
Number of Weeks: 12 weeks
3. Total Allowance received by student: N. 0 K
4. Brief outline of experience/relevance of training provided: Practical lessons on how to handle equipment as a professional journalist in the station
5. (a) Where were you attached last? (if applicable): News Department
(b) Total number of weeks engaged on Industrial Attached: 12 weeks
Signature of Student: [Signature] Date: 17-10-2024

PART B (To be completed by the Employer)

Do you agree with the Student's comments in items 3 & 4 in Part A? YES/NO YES

If No, please comment: _____

State total amount paid to students as ITF allowance: N. _____ K

In Words: _____

6. Please assess the student's overall performance by ticking the appropriate box as provided
VERY GOOD ☒ GOOD ☐ SATISFACTORY ☐ POOR ☐

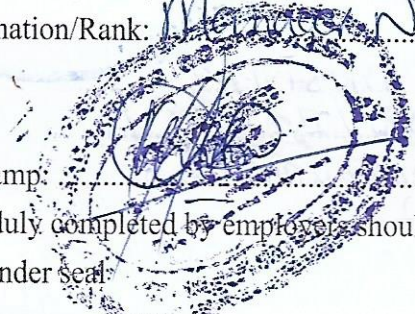
7. Will you accept the student in any future attachment? YES/NO

If No, please comment:

8. Is your Company/Establishment in a position to offer this student a job in future? YES

9. Name of Reporting Officer: Umar Borno

Designation/Rank: Member News/Coordinator SINES/Wise

Signature/Stamp:  Date:

N.B. Forms duly completed by employers should be forwarded to/collected by the respective Institutions under seal.

PART C (To be completed by the Institution)

10. Indicate number of visits:

11. Give your assessment of facilities provided by company during visit(s) by ticking:
STANDARD ☐ ADEQUATE ☐ RELEVANT ☐ NOT RELEVANT ☐

12. Give your impression of the student's involvements in training (FULLY/PARTIALLY)

13. Assessment of student's performance (Grading "A, B, C or D has to be stated)

Full Name of the Supervisor:

Status:

Department/Discipline:

Signature/Stamp: Date:

N.B. This form is to be returned to ITF on completion by the respective institutions under seal