

INDUSTRIAL TRAINING REPORT AT
MOHD ALI & CO

BY

HASNI IDRIS
BACHELOR OF ACCOUNTANCY

INDUSTRIAL TRAINING REPORT SUBMITTED TO

DEPARTMENT OF ACCOUNTING AND FINANCE
FACULTY OF MANAGEMENT AND ECONOMICS
KOLEJ UNIVERSITI SAINS DAN TEKNOLOGI MALAYSIA
(KUSTEM)

2004

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Industrial training report at Mohd Ali & Co. / Hasni Idris.



**PERPUSTAKAAN
KOLEJ UNIVERSITI SAINS & TEKNOLOGI MALAYSIA
21030 KUALA TERENGGANU**

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Lihat sebelah

MAK MILIK
PERPUSTAKAAN KUSTEM

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**INDUSTRIAL TRAINING REPORT AT
MOHD ALI & CO.**

BY

**HASNI BINTI IDRIS
Bachelor of Accountancy**

Industrial Training Report Submitted To

**Department Of Accounting and Finance
Faculty of Management and Economics
University College of Science and Technology Malaysia
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ACKNOWLEDGEMENT

Alhamdulillah, praise to Allah for His blessing which enabled me to finish this report and my practical training for about six (6) months at Mohd Ali & Co. Here, I would like to take this opportunity to express my sincere gratitude and appreciation to those who had helped me in making this report.

First of all, I want to record a million thankful to Dr. Mohd Ali Jaafar Mohamed, Miss Maznah Ahmad @ Mohd Said (supervisor) and all staff at Mohd Ali & Co. for their cooperation, support and advice for my improvement as I am 6 months been practical training at Mohd Ali & Co. During my practical training, I am exposed by the job in accounting career. So, it makes me know deeply about accounting career and business world. Besides that, I can apply my practical with what I studied before. I will use all my experience as well as I can.

Special appreciated is dedicated to all my lecturers from Department of Accounting and Finance, Faculty of Management and Economics (KUSTEM), for their encouragement, support, constructive critics and suggestion during processing the report.

Lastly, I would like to express my deep thanks to my beloved family for their prayers and motivation throughout my study at University College of Science and Technology Malaysia (KUSTEM).

Thank you very much and may Allah bless all of you.

Appendix F

DECLARATION

I, HASNI BT IDRIS hereby declare that the report for AKN 4799 is based on my original work except for quotations and citations which have been duly acknowledged. Everything that has been written in this report is from my point of view based on the theory and my observation during the training. Faculty of Management and Economics (FPE) is not bonded with the contents of this report.

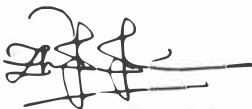
Signature



Name : HASNI BT IDRIS

Date : 14 October 2004

Acknowledged by :



PN WAN ZURIATI BT WAN ZAKARIA

On behalf of Chairman of the Industrial Training

Faculty of Management and Economics

KUSTEM

EXECUTIVE SUMMARY / PREFACE

For about six months at Mohd Ali & Co., trainee had learned a lot of things whether in accounting field or other clerical works and raised the confidence level in going through all challenges in working environment.

While trainee was in practical training, trainee was exposed in the real situation of accounting works and involved herself directly in auditing and secretary works. Besides that, the trainee had learned more to apply certain theories with the applicable situation. In other word, this industrial training is more important to the trainee to face the real working environment because it can give knowledge and improve trainee's skills.

For about six months trainee was training at Mohd Ali & Co. not a futile experience. All experience that trainees get from this practical training gave more advantages to adopt a real situation of work soon. Trainee had studied how to handle work or job pressure. It helped the trainee to think or take action correctly. For example, when trainee get a job, trainee set the time and duration when trainee want to passed up it to be reviewed by audit manager.

During practical training, trainee had audited several types of companies, association and school's cooperative. Here, trainee had chosen the school's cooperative like Koperasi Sekolah Menengah Teknik Wakaf Tembusu Kuala Terengganu Berhad to express their internal control system.

Actually, every cooperative was implemented their own internal control system to ensure their daily business operation can be done completely to reach their objectives even though they will faced with several problems that cannot be trace in their management. Here, trainee found that this cooperative's internal control system is not quite effective where this cooperative failed to make improvement in their business management especially in handling purchasing cycle that incurred in this business where they lack in preparing their purchase order form to their supplier. This cooperative must take this seriously and planned are made.

Lastly, trainee wants to send a million thankful to Dr. Mohd Ali Jaafar and Miss Maznah binti Ahmad @ Mohd Said for the encouragement, support, and advising when doing practical training.