



**ACTIVITY REPORT
LAPORAN AKTIVITI**

NAME OF EVENT / NAMA ACARA	:	MICROSOFT OFFICE		
DATE / TARIKH	:	15 & 16 JULAI 2017	TIME / MASA	: 10.00 PAGI – 5.00 PETANG
LOCATION / LOKASI	:	PI1M BATU KURAU	DISTRICT / DAERAH	: LARUT MATANG
TOWN / BANDAR	:	BATU KURAU	STATE / NEGERI	: PERAK
PURPOSE / TUJUAN	:	PENGAJARAN MICROSOFT OFFICE (ULANGKAJI)		

**DETAILS OF COMMUNITY BROADBAND CENTER
MAKLUMAT PUSAT INTERNET 1MALAYSIA**

INFO PI1M

No	Item / Perkara	Total / Jumlah
1	MANAGER NAME / NAMA PENGURUS	MOHAMAD RIDZUAN BIN MOHD YUSOF
2	ASSISTANT MANAGER NAME / NAMA PENOLONG PENGURUS	SITI AFNI BINTI TAZIDIN
3	CURRENT PI1M MEMBERSHIP / AHLI SEMASA PI1M	471
4	NETBOOK MEMBERSHIP / AHLI NETBOOK	165
5	TOTAL VISITORS / JUMLAH PENGUNJUNG	236
6	NEW PI1M MEMBERSHIP / KEAHLIAN BARU PI1M	18
7	CURRENT DOWNLOADER APPS DASHBOARD KOMUNITI/ AHLI DASHBOARD KOMUNITI SEMASA	65
8	NEW DOWNLOADER APPS DASHBOARD KOMUNITI / PEMUAT TURUN APPLIKASI DASHBOAR KOMUNITI BARU	10

DETAILS OF VIP / BUTIRAN VIP

No	Name / Nama	Position / Jawatan	Organisation / Organisasi	Remark / Catatan
1				

DETAILS ATTENDANCE OF MCMC / BUTIRAN KEHADIRAN SKMM

No	Name / Nama	Position / Jawatan	Region / Wilayah	Remark / Catatan
1				

DETAILS ATTENDANCE OF TM / BUTIRAN KEHADIRAN TM				
No	Name / Nama	Position / Jawatan	Department / Jabatan	Remark / Catatan
1				

DETAILS ATTENDANCE OF MSD / BUTIRAN KEHADIRAN MSD				
No	Name / Nama	Position / Jawatan	Department / Jabatan	Remark / Catatan
1	MOHAMAD RIDZUAN BIN MOHD YUSOF	PENGURUS PI1M BATU KURAU	CLUSTER PERAK UTARA 1	

DETAILS OF CONTRIBUTION / BUTIRAN BERKAITAN AKTIVITI			
NO	ITEM / PERKARA	AMOUNT / JUMLAH (RM)	DISTRIBUTION METHOD / CARA PENGAGIHAN
1			

DETAILS OF MAIN ACTIVITY(S) / BUTIRAN AKTIVITI UTAMA			
No	Activity(s) / Aktiviti	Description / Penerangan	Target / Sasaran
1	MICROSOFT OFFICE	PEMBELAJARAN MICROSOFT OFFICE WORD, EXCEL DAN POWER POINT	Pelajar Sekolah Menengah

DETAILS OF SUPPORTING ACTIVITY(S) / BUTIRAN AKTIVITI SAMPINGAN			
No	Activity(s) / Aktiviti	Description / Penerangan	Target / Sasaran
1	10.00 Pagi – 5.00 Petang	MICROSOFT OFFICE	

INVOLVEMENT OF AGENCY(S) / PENGLIBATAN AGENSI			
No	Agency(s) / Agensi	Service(s) / Perkhidmatan	Target / Sasaran
1			




LIST OF PARTICIPANT (COMPETITION/ PROGRAMME / EVENT)
SENARAI PESERTA (PERTANDINGAN / PROGRAM / ACARA)

PROGRAMME / ACARA 1 : KUIZ DASHBOARD		CATEGORY / KATEGORI :	
No	Name / Nama	Phone No / No Tel	IC No / No.KadPengenalan
1	KHAIRUL HAKIM BIN TARIDI	-	020513081263
2	AFIQ AKMAL BIN DAMURI	-	030522080317
3	MOHAMAD ASRI BIN ISMAIL	-	000512080471
4	SUHAIMI BIN MOHD SHAHUDI	-	001117110735
5	PUTERI WARDINA SAFFIYA	-	060103081064
6	PUTERI NUR AINI SYAKILA	-	030719080636
7	MUHAMMAD TAUFIQ BIN AJEMAL	-	000614080771

EFFECTIVENESS OF PROGRAMME

KEBERKESANAN ACARA

DETAIL OF ACTIVITY PHOTO(S) / BUTIRAN GAMBAR AKTIVITI			
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No	Photo(s) / Gambar	Description / Penerangan	Involvement Person / Orang Terlibat
1			
2			
3			

Supporting Documents / Dokumen Sokongan
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ATTACHMENT NEEDED / DOKUMEN BERKAITAN

1. PROGRAM ITENARY / ATURCARA PROGRAM
2. ATTENDANCE FORM OF VISITIR / BORANG KEDATANGAN PENGUNJUNG
3. LIST OF NEW PI1M MEMBERSHIP / SENARAI KEAHLIAN BARU
4. LIST OF NEW DOWNLOADER DASHBOARD KOMUNITI APPS / SENARAI PEMUAT TURUN APLIKASI DASHBOARD KOMUNITI

PLEASE SUBMIT YOUR WRITTEN REPORT & PHOTOS BASED ON THIS GUIDE WITHIN ONE WEEK OF THE EVENT

SILA KEMUKAKAN LAPORAN BERTULIS DN GAMBAR-GAMBAR BERLANDASKAN PANDUAN YANG DIBERIKAN DAN HANTAR LAPORAN DALAM TEMPOH SEMINGGU SELEPAS ACARA / PROGRAM BERLANGSUNG

