



**KENYA METHODIST UNIVERSITY**

**DEPARTMENT**

**OF**

**CIS & BIT**

**INDUSTRIAL ATTACHMENT  
LOG BOOK**



## **INTRODUCTION**

As part of Industrial Attachment requirement, a student is expected to daily account activities undertaken during the attachment period. The logbook acts as a record of the student daily activities and helps the student write the attachment report. By completing the logbook regularly, a student will become more aware of his/her development areas and personal strengths. And help the student make the most of the internship experience.

***Please note:***

- b) The logbook will be handed over together with the industrial attachment report.
- c) The log book should be signed by the assigned supervisor in the attached institution every week of the attachment period.

# WEEK 1

*Day I*

*Date:* .....

*Activities:*

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*Challenge:*.....

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*Day II*

*Date:* .....

*Activities:*

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*Challenge:*.....

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*Day III*

*Date:* .....

*Activities:*

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*Challenge:*.....

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*Day IV*  
*Activities:*

*Date:* .....

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*Challenge:*.....

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*Day V*  
*Activities:*

*Date:* .....

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*Challenge:*.....

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**Week Summary**

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**Comment:** *(By the supervising officer in the attached organization)*

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*Signature* \_\_\_\_\_

*Date:* \_\_\_\_\_

**WEEK II**

**Day I**  
**Activities:**

**Date:** .....

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**Challenge:**.....  
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**Day II**  
**Activities:**

**Date:** .....

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**Challenge:**.....  
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**Day III**  
**Activities:**

**Date:** .....

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**Challenge:**.....  
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**Day IV**  
**Activities:**

**Date:** .....

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*Challenge:*.....  
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*Day V* *Date:* .....  
*Activities:*  
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*Challenge:*.....  
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**Week Summary**  
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*Comment: (By the supervising officer in the attached organization)*  
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Signature \_\_\_\_\_ Date: \_\_\_\_\_

**WEEK III**

**Day I**  
**Activities:**

**Date:** .....

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**Challenge:**.....  
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**Day II**  
**Activities:**

**Date:** .....

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**Challenge:**.....  
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**Day III**  
**Activities:**

**Date:** .....

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**Challenge:**.....  
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**Day IV**  
**Activities:**

**Date:** .....



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**Challenge:**.....  
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**Day V** **Date:** .....  
**Activities:**  
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**Challenge:**.....  
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**Week Summary**  
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**Comment:** *(By the supervising officer in the attached organization)*  
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**Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

**WEEK IV**

**Day I**  
**Activities:**

**Date:** .....

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**Challenge:**.....  
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**Day II**  
**Activities:**

**Date:** .....

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**Challenge:**.....  
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**Day III**  
**Activities:**

**Date:** .....

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**Challenge:**.....  
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**Day IV**  
**Activities:**

**Date:** .....

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*Challenge:*.....  
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*Day V* *Date:* .....  
*Activities:*  
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*Challenge:*.....  
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**Week Summary**  
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*Comment: (By the supervising officer in the attached organization)*  
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Signature \_\_\_\_\_ Date: \_\_\_\_\_

**WEEK IV**

**Day I**  
**Activities:**

**Date:** .....

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**Challenge:**.....  
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**Day II**  
**Activities:**

**Date:** .....

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**Challenge:**.....  
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**Day III**  
**Activities:**

**Date:** .....

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**Challenge:**.....  
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**Day IV**

**Date:** .....

*Activities:*

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*Challenge:*

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*Day V*

*Date:* .....

*Activities:*

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*Challenge:*

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**Week Summary**

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*Comment: (By the supervising officer in the attached organization)*

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**Date:** \_\_\_\_\_

**WEEK V**

*Day I*

*Date:* .....

*Activities:*

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*Challenge:*.....

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*Day II*

*Date:* .....

*Activities:*

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*Challenge:*.....

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*Day III*

*Date:* .....

*Activities:*

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*Challenge:*.....

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*Day IV*

*Date:* .....

*Activities:*

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*Challenge:*

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*Day V*

*Date:* .....

*Activities:*

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*Challenge:*

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**Week Summary**

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**Comment:** *(By the supervising officer in the attached organization)*

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**Date:** \_\_\_\_\_

**WEEK VI**

*Day I*

*Date:* .....

*Activities:*

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*Challenge:*.....

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*Day II*

*Date:* .....

*Activities:*

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*Challenge:*.....

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*Day III*

*Date:* .....

*Activities:*

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*Challenge:*.....

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*Day IV*

*Date:* .....



*Activities:*

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*Challenge:*

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*Day V*

*Date:* .....

*Activities:*

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*Challenge:*

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**Week Summary**

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*Comment: (By the supervising officer in the attached organization)*

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**Signature** \_\_\_\_\_

**Date:** \_\_\_\_\_

**WEEK VII**

*Day I*

*Date:* .....

*Activities:*

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*Challenge:*.....

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*Day II*

*Date:* .....

*Activities:*

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*Challenge:*.....

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*Day III*

*Date:* .....

*Activities:*

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*Challenge:*.....

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*Day IV*

*Date:* .....

*Activities:*

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*Challenge:*

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*Day V*

*Date:* .....

*Activities:*

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*Challenge:*

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**Week Summary**

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**Comment:** *(By the supervising officer in the attached organization)*

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**Signature** \_\_\_\_\_

**Date:** \_\_\_\_\_

**WEEK VIII**

**Day I**

**Date:** .....

**Activities:**

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**Challenge:** .....

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**Day II**

**Date:** .....

**Activities:**

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**Challenge:** .....

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**Day III**

**Date:** .....

**Activities:**

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**Challenge:** .....

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**Day IV**

**Date:** .....

*Activities:*

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*Challenge:*

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*Day V*

*Date:* .....

*Activities:*

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*Challenge:*

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**Week Summary**

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**Comment:** *(By the supervising officer in the attached organization)*

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**Signature** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Checked and verified by immediate supervisor in the attached organization;**

**Comments:**.....  
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**Signature:**.....

**Date:**.....

**Verified by the supervising lecturer;**

**Comments:**.....  
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**Signature:**.....

**Date:**.....