

LAPORAN AKTIVITI

Kemaman Command Centre (KCC)

ITEM JENIS	INFORMATION MAKLUMAT	NOTES NOTA																																																			
Name of event Nama acara / program	<i>Latihan asas Microsoft Word</i>																																																				
Date & Time Tarikh & Masa	20 Jun 2017 10.00am – 12.00pm																																																				
Location Lokasi	Mini pi1m kcc																																																				
Purpose Tujuan	Meyediakan latihan asas Microsoft Word kepada ahli kcc.																																																				
Details of recipients Butiran Penerima	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="background-color: black; color: white; text-align: center;">BIL</th><th style="background-color: black; color: white; text-align: center;">NAMA</th><th style="background-color: black; color: white; text-align: center;">COMPANY</th></tr> </thead> <tbody> <tr><td>1</td><td>AFANDI BIN HUSIN</td><td>pdk</td></tr> <tr><td>2</td><td></td><td></td></tr> <tr><td>3</td><td></td><td></td></tr> <tr><td>4</td><td></td><td></td></tr> <tr><td>5</td><td></td><td></td></tr> <tr><td>6</td><td></td><td></td></tr> <tr><td>7</td><td></td><td></td></tr> <tr><td>8</td><td></td><td></td></tr> <tr><td>9</td><td></td><td></td></tr> <tr><td>10</td><td></td><td></td></tr> <tr><td>11</td><td></td><td></td></tr> <tr><td>12</td><td></td><td></td></tr> <tr><td>13</td><td></td><td></td></tr> <tr><td>14</td><td></td><td></td></tr> <tr><td>15</td><td></td><td></td></tr> <tr><td>16</td><td></td><td></td></tr> </tbody> </table>	BIL	NAMA	COMPANY	1	AFANDI BIN HUSIN	pdk	2			3			4			5			6			7			8			9			10			11			12			13			14			15			16			
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Details of contribution Butir-butir berkaitan dengan aktiviti	Menyediakan latihan asas dalam mengusai perisian Microsoft Word kepada ahli. Latihan disediakan oleh petugas kcc yang bertugas.	
Benefits of the contribution Kebaikan / kelebihan aktiviti	<p>Antara kebaikan dan kelebihan aktiviti yang telah dijalankan adalah:</p> <ol style="list-style-type: none"> 1. <i>Memahirkan pelatih menggunakan perisian tersebut.</i> 2. <i>Memudahkan urusan kerja yang melibatkan penggunaan perisian tersebut.</i> 3. <i>Memupuk kesedaran kelebihan ict dalam kalangan belia dari komuniti setempat.</i> 	
Name of VIP Nama VIP	-Tiada-	
Name of guest VIP Nama tetamu daripada VIP	-TIADA-	
Main execution Pelaksanaan aktiviti utama	1. <i>Menyediakan latihan/bengkel perisian Microsoft word kepada ahli yang berminat.</i>	
Supporting activities Aktiviti Sokongan	1. <i>sesi penerangan/pengenalan komuniti pintar kemaman kepada peserta.</i>	
Other participants Peserta Lain	-tiada-	
Photo caption Keterangan gambar		

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	 A photograph showing two men at a computer workstation. One man, wearing a red polo shirt and a white skullcap, is seated at a desk, facing away from the camera. The other man, wearing a striped polo shirt, is standing to his right, looking at the screen. They are positioned in front of three computer monitors. The background features a wall with large, colorful, wavy stripes in blue, white, red, and yellow. A banner is visible on the wall behind them.	

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	 <p>Petugas melatih peserta mendalami kemahiran perisian Microsoft word</p>	
Photo caption names Keterangan gambar berserta nama	<p>-tiada-</p>	
Translation Terjemahan	<p>- TIADA -</p>	

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Supporting documents Dokumen Sokongan		