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UMN
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MULTIMEDIA
NUSANTARA

LAMPIRAN

Lampiran A: MBKM-01 Surat Pengantar Magang

MBKM-01 Cover Letter MBKM Internship Track 1

Tangerang, June 20th 2025



No : 1/UMN/ILKOM/Internship Track 1/XII/2024
Subject : **Student's Application for MBKM Internship Track 1**

Dear. Head of Human Resource Department

PT. Telekomunikasi Seluler

Universitas Multimedia Nusantara's providing the MBKM Internship Track 1, a work-integrated learning program, for students to hone their skills according to their talents and interests into the real work environments. Students directly doing Internship Track 1, in the company to learn solving problems based on knowledge that gained in campus, to link and match Internship Track 1 program with the curriculum as preparation for their future careers.

We pleased to inform the student with the following details:

Student ID : 00000070329
Student Name : Nabilah Harsika
Academic Program : Communication Science
Email : nabilah.harsika@student.umn.ac.id
Mobile Phone : 6285717577720

Company will be received the student as an employee and Internship Track 1 participant, he/she express their willingness to follow 640 working hours or 100 working days prior to work rules 8 hours per day. Therefore, UMN's student must obey all regulations stipulated by company from time to time.

Along with respect, we considered our student to get selected in the Internship Track 1 program from your company. We thank you and look forward to hear employment acceptance letter of our student's.

Sincerely,

**Head of Departement Communication Science Program
Multimedia Nusantara University**



(Cendera Rizky Anugrah Bangun, S.Sos., M.Si.)

Lampiran B: MBKM-02 *Internship Track 1 Card*

MBKM-02 MBKM Internship Track 1 Card



MBKM INTERNSHIP TRACK 1 CARD

Name : Nabilah Harsika	Student ID : 00000070329
Address : Kp. Buaran Barat No 29 RT 014/005 Jelupang	Mobile Phone : 6285717577720
MBKM Internship Track 1 Acceptance Letter No: 264 /HR.01/QG-22/XII/2024	Letter Date : 26-12-2024
Advisor's Name : Maria Advenita Gita Elmada, S.I.Kom., M.Si.	
Company Name : PT. Telekomunikasi Seluler	
Company Address : Jl. Jend. Gatot Subroto Kav. 9-11 Karet Semanggi Setiabudi Jakarta Selatan DKI Jakarta, RT.2/RW.4, Karet Semanggi, Kecamatan Setiabudi, Kota Jakarta Selatan, Daerah Khusus Ibukota Jakarta 12930	City : Jakarta Postal Code: 12390
Company Website : https://www.telkomsel.com/	Company Phone : (021) 5250811
Supervisor's Name : Gella Aradea Putri Supervisor's Phone : 081213650801 Supervisor's Email : gella_a_putri@telkomsel.co.id	Supervisor's Position : Staff Marketing Communications Supervisor's Ext. : Fikar
Department : Marketing Communications	Position : Marketing Communication Area Jabodetabek Jabar
Acceptance Date : 02-01-2025	

This MBKM Internship Track 1 Card has been completed with my real information and can be accounted for. I am ready to be disqualified if the data given are incorrect.

Tangerang, June 02nd 2025
Student's signature

Nabilah Harsika



Supervisor's signature &
Company stamp



Gella Aradea Putri



N U S A N T A R A

Lampiran C: MBKM-03 Laporan *Daily Task*

MBKM-03 Daily Task - Internship Track 1



Daily Task

STUDENT ID : 00000070329

STUDENT NAME : Nabilah Harsika

COMPANY NAME : PT. Telekomunikasi Seluler

No	Date	In	Out	Duties /Responsibilities	Supervisor's Sign
1	03/01/2025	08:00	17:00	Day 2 - 3 Januari 2025 Melakukan pengambilan konten untuk akun TikTok @indihomejabotabek di studio dengan tema ???POV Anak Financial???. Membantu mempersiapkan materi untuk konten lainnya.	Approved at 02 Juni 2025 12:09
2	02/01/2025	08:00	17:00	Day 1 - 2 Januari 2025 Perkenalan dan pembagian tugas dengan anak-anak magang lainnya. Membantu Kak Jule mencari Key Opinion Leader (KOL) daerah BSD dan sekitarnya untuk event Telkomsel.	Approved at 02 Juni 2025 12:09
3	06/01/2025	08:00	17:00	Day 3 - 6 Januari 2025 Melakukan pengambilan konten di Alfamart dengan tema ???Tulang punggung keluarga dipecat tetapi baru bayar WiFi.???. Mengambil konten Instagram bertema ???POV Liburan Bareng Bestie Keliling Eropa.???	Approved at 02 Juni 2025 12:09
4	07/01/2025	08:00	17:00	Day 4 - 7 Januari 2025 Membuat konten Instagram bertema ???Posko NaTeRu Telkomsel.???	Approved at 02 Juni 2025 12:09

Notes:

1. Copied Form must be attached in report when registering for exam

In witness whereof the company,

Gella Aradea Putri

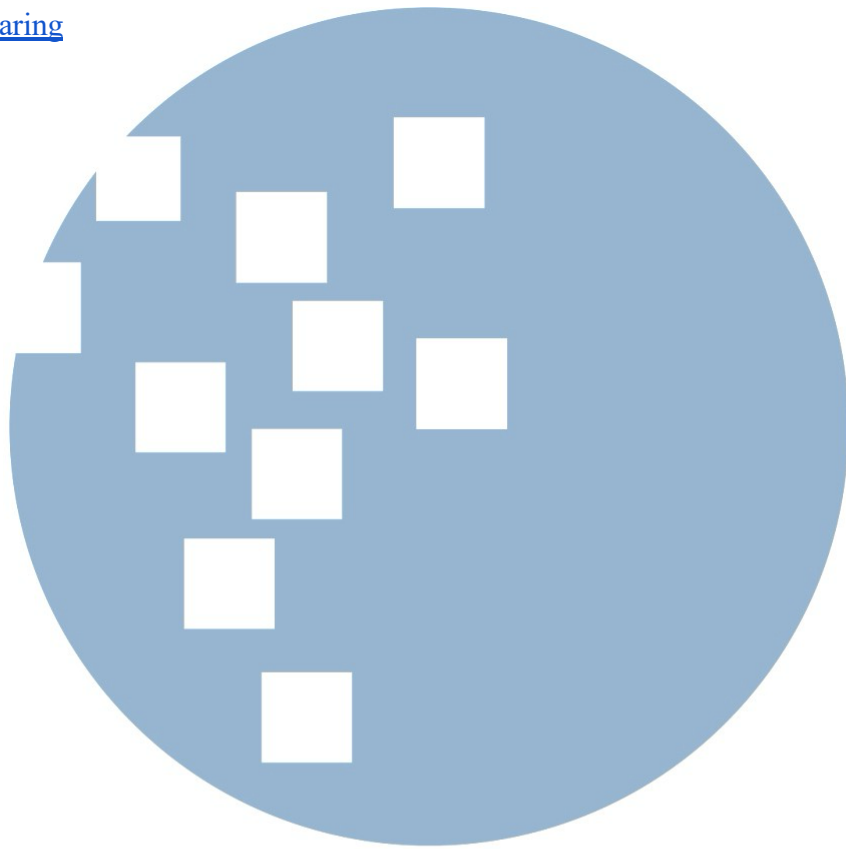
Gella Aradea Putri

Staff Marketing Communications

Please sign along with the Company's stamp



[https://drive.google.com/drive/folders/1d7fLd1zjChD75NgLVI94c0jAkebRyFb5?
usp=sharing](https://drive.google.com/drive/folders/1d7fLd1zjChD75NgLVI94c0jAkebRyFb5?usp=sharing)



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N U S A N T A R A

Lampiran D: MBKM-04 Lembar Verifikasi

MBKM-04 Verification Form of Internship Report MBKM Internship Track 1



**VERIFICATION FORM OF INTERNSHIP REPORT
MBKM INTERNSHIP TRACK 1**

Student's Internship Track 1 Advisor

Name : Maria Advenita Gita Elmada, S.I.Kom., M.Si.

L who signed below

Name : Gella Aradea Putri

Position : Staff Marketing Communications

Company : PT. Telekomunikasi Seluler

had received, read and approved the Internship Report from

Student ID 00000070329

Student Name : Nabilah Harsika

Period : July 2025

Report Title : Internship report on marketing communication activities at PT. Telekomunikasi Selular

Telkomsel

Maria Advenita Gita Elmada, S.I.Kom., M.Si.
Student Advisor

Gella Aradea Putri
Supervisor
Sign along with the Company's stamp



Lampiran E: MBKM-05 Surat *Acceptance Letter*



Nomor : 264 /HR.01/QG-22/XII/2024

Jakarta, 26 Desember 2024

Kepada Yth.
Ketua Program Studi Ilmu Komunikasi
Universitas Multi Media Nusantara

Perihal : Konfirmasi Penerimaan Magang

Dengan hormat,

Menunjuk surat nomor 1669/S.Peng/Intern-SC/XII/2024 tanggal 2 Desember 2024 tentang Permohonan Kerja Praktik, bersama ini disampaikan konfirmasi penerimaan peserta magang di PT Telekomunikasi Selular (Telkomsel) untuk periode **2 Januari – 19 Mei 2025**, dengan detail informasi sebagai berikut :

Nama Mahasiswa	NIM/NIS	Penempatan Magang	Lokasi Magang
Nabilah Harsika	70329	Marketing Communication Area Jabotabek Jabar	Telkom Landmark Tower Lt. 10 Jl. Jend. Gatot Subroto Kav. 52 Jakarta

Program magang dilakukan secara *hybrid (online/offline)* atau sesuai kebutuhan masing-masing mentor serta mempertimbangkan kapasitas ketersediaan ruang kerja.

Selama melaksanakan kegiatan kerja praktik peserta diwajibkan untuk mengikuti seluruh Peraturan Perusahaan yang berlaku dan tidak diperkenankan untuk memberikan informasi kepada pihak lain tanpa seijin PT Telekomunikasi Selular (Telkomsel).

Sehubungan dengan hal tersebut apabila ada pertanyaan, mahasiswa yang bersangkutan dapat menghubungi ibu Puji Lestari melalui alamat email puji_lestari@telkomsel.co.id.

Demikian kami sampaikan, atas perhatiannya diucapkan terima kasih.

Hormat kami,

FARISCHA INDRI KUMALA
Area Jabotabek Jabar – People Business Partner Lead

PT TELEKOMUNIKASI SELULAR
The Telkom Hub
Telkomsel Smart Office
Jl. Jend. Gatot Subroto Kav. 52, Jakarta Selatan 12710
Tel. +62-21 5240811 (Hunting) | Fax. +62-21 52906090 | www.telkomsel.com

Internal

N U S A N T A R A

Lampiran F: MBKM-06 Formulir Bimbingan Magang

**Form Bimbingan Internship Report
Program Studi Ilmu Komunikasi
Semester Genap 2024/2025**

Nama : Nabilah Harsika
NIM : 00000070329
Angkatan : 2022
Dosen Pembimbing : Maria Advenita Gita Elmada, S.I.Kom., M.Si.

Meeting	Tanggal	Jam	Keterangan	Tanggal Approval
1	26 Februari 2025	12:00	Bimbingan perdana	19 Juni 2025
2	30 Mei 2025	10:00	Bimbingan untuk bab 1 dan revisi untuk bab 2	19 Juni 2025
3	22 Mei 2025	19:13	Revisi bab 2 Bimbingan bab 3	24 Juni 2025
4	30 Mei 2025	13:00	Revisi bab 3 Bimbingan bab 4	24 Juni 2025
5	01 Juni 2025	14:00	Revisi bab 3 dan bab 4	24 Juni 2025
6	10 Juni 2025	19:18	Bimbingan kelengkapan cover, abstract, lembar pengesahan, lembar tidak plagiat, dll	24 Juni 2025
7	15 Juni 2025	19:19	Pengecekan format penulisan	24 Juni 2025
8	20 Juni 2025	15:00	Pengecekan keseluruhan laporan	24 Juni 2025



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