

ABSTRACT

The internship program at the Directorate General of Intellectual Property (DGIP) has been managed manually, resulting in various problems such as lack of transparency, low accountability, and data security risks. These conditions complicate the administrative process of internships for both participants and administrators. This project aims to design a user-friendly and centralized internship portal website interface to facilitate the entire internship process at DGIP. The design process was carried out through stages of understanding the context and identifying user needs, followed by the development of visual designs and the creation of interactive mockups, as well as internal testing and User Acceptance Testing (UAT). The tools used in this project include Figma, Canva, and Google Workspace. The portal is designed with key features, including online registration, administrative selection, interview scheduling, result announcements, daily journals, mentor evaluations, and digital certificates with authentication. UAT results indicate that the portal interface design has met the majority of user expectations and improved the overall user experience. Although there are some minor technical issues, this portal has successfully digitized the internship management process at DGIP. This project serves as a practical solution to enhance operational efficiency, information transparency, and accountability in the implementation of the DGIP internship program.

Keywords: *Internship Portal, DGIP, Interface Design, Transparency, Digitalization*