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**İSTANBUL KÜLTÜR UNIVERSITY**

**FACULTY OF ENGINEERING**

**DEPARTMENT OF INDUSTRIAL ENGINEERING**

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| IKULogo **IE7803 INDUSTRIAL TRAINING II**  **INTERNSHIP REPORT**  A Project Report Presented to  **Department of Industrial Engineering**  İstanbul Kültür University  In Partial Fulfillment of the Requirements  For Internship Course  **Internship Period:**  **DD/MM/YYYY - DD/MM/YYYY**  **By**  **< Student Name >**  **< Email Address>**  **Employer Information**  **< Company Name >**  **< Name of Manager >**  **< Contact Info for Manager >** |

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# COMPANY INFORMATION

**All the highlighted texts are added for informative purposes. Must be replaced with your own phrases.**

**[This section must be minimum 5 pages].**

Give the organization's location and specify the address.

State the vision and mission of the company.

Evaluate the location of the company in terms of:

» Proximity to raw material and market,

» Transportation facilities,

» Water, energy and employee infrastructure,

» Environmental pollution, climate, legislation regulations.

Give the information about the company's capital structure.

Indicate the position of the company within the sector.

Give the information on the company's product range, the current distribution system, and after-sales services (if exists).

## Organizational Structure

Give the information of the company’s organizational structure (organization scheme), number of employees, educational level of employees, governing structure (centralized, decentralized).

Build an organizational chart of the firm as a figure in English (i.e. Figure 1).

**Each figure and table must be mentioned in the text.**

Figure . Organizational chart of the company

## Operations of Business Functions

Give the details of company’s Information Technologies (IT) (software, databases, network connections, number of computers, absence of necessary IT applications, planned investments in IT, your evaluations.).

Indicate Industrial Engineering activities within the organization.

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# INTERNSHIP EXPERIENCE

**[This section must be minimum 7 pages].**

Explain your duties, observations, suggestions about your internship as general that includes both company and yourself.

## Roles and Responsibilities of the Department

Give the organizational structure of the department, responsibilities of individuals, which departments has the relations with your department.

## Internship Responsibilities and Duties

Develop a Gantt Chart to show your daily activities as given the below table.

**Each figure and table must be mentioned in the text.**

Explain the tasks in detail.

Table . Gantt Chart representation of the internship period.

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Tasks** | **Days** | | | | | | | | | | | | | | | | | | | | |
| **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** | **11** | **12** | **13** | **14** | **15** | **16** | **17** | **18** | **19** | **20** |
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# PRODUCTION SYSTEM

Provide information about the company's annual design capacity and used capacity.

Calculate the unit production cost, direct labor, direct raw materials and overhead items of a product you have selected (no need to use actual numbers). Describe the system used to find the cost. Perform the "Breakeven Point Analysis" of the product with the cost.

Review the workshops ergonomically and indicate your suggestions and deficiencies you have observed.

Give the information of the time and work process undertaken. Otherwise, make an application consisting of 10 measurements.

Give the information of efficiency studies and identify the level of productivity with a few samples.

Give the information of tools, gears and benches used in manufacturing.

Provide information on material handling, storage systems and inventory management. Indicate any deficiencies you have observed, and discuss your suggestions.

Provide information on the production system applied in the business (group technology, cellular production, assembly line, etc.).

Provide information and examples about production planning activities.

Give information on activities and methods applied for quality control with examples.

* 1. Incoming control processes (for supplies),
  2. In-process 'product' controls (during operations),
  3. In process 'process' controls (during operations),
  4. Final control processes (for outgoing products),

Provide information about the following Industry 4.0 technologies/applications (showed in the table below) that are available in the company. Indicate the applied ones in the table.

Table . Usage status of existing technologies

| **Application** | **In Use? (Yes/No)** |
| --- | --- |
| 3D Printing |  |
| Sensor Systems |  |
| Virtual Reality |  |
| Cloud Technologies |  |
| Internet of Things |  |
| Additive (3D) Manufacturing |  |
| Improved Robot Technologies |  |
| Automation |  |
| Modeling and Simulation |  |
| Online Education |  |
| Electronic Performance Reports |  |
| Big Data |  |
| Augmented Reality |  |
| Cyber Security |  |
| Integrated Product Development |  |
| Predictive Maintenance |  |
| Preemptive Maintenance |  |
| Smart Warehouses |  |
| Mobile Systems |  |

* Explain how existing technologies given in the above table are used.
* **(Please add this table to your report even if the company that you have completed your internship doesn’t have any of these technologies)**

# OBSERVATIONS ON COORPORATE SUSTAINABILITY

Please give information on the activities performed in the company for the following sustainability concepts:

* Social responsibilities (Occupational health and safety)
* Environmental responsibilities
* Legal responsibilities
* Ethical responsibilities

# COMPANY/INTERNSHIP EVALUATION

Student should evaluate the internship and the company.

(A scale of 1 – 10 with 10 being the most positive should be used.)

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Evaluation Criteria** | **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** |
| I implemented Industrial Engineering methods in the company. |  |  |  |  |  |  |  |  |  |  |
| I had chance to improve my knowledge and skills during my internship. |  |  |  |  |  |  |  |  |  |  |
| I had support from the company staff during my internship. |  |  |  |  |  |  |  |  |  |  |
| I recommend the company for other students’ internships. |  |  |  |  |  |  |  |  |  |  |
| I am satisfied with my internship in this company (overall score of the internship). |  |  |  |  |  |  |  |  |  |  |

Please write your experiences for the following topics:

* The strengths of the company
* The weaknesses of the company
* Your learnings and implemented methods during your internship

**Do not forget to add Confirmation Form and Intern Evaluation Form in the end.**