

**T.C.
ISTANBUL KÜLTÜR UNIVERSITY
FACULTY OF ENGINEERING
DEPARTMENT OF
ELECTRICAL & ELECTRONICS ENGINEERING**

INTERNSHIP REPORT

**Name SURNAME
Student Number:
Period of the Internship:**

Course

Choose an item.

**Institution Information
Name and Address:
Phone number:
Authorized Personnel Information:
Name SURNAME:
Job Title:**

Summary of Internship Activities

Department and Job Definition	Starting date	Completion date	Total Working days

Authorized Personnel Name SURNAME Job Title	
Signature / Stamp	

Institution Overview

[This section must be 1-2 pages].

Write about the institution, organization structure, activities and departments. Mention about the job assignments and the role of engineers in the institution. State simply the key or primary goal of the institution / department, e.g., “to design and code a GIS module for the truck tracking system.”

Give the products and production methods.

Include the labs in the institution with their work and the list of the devices.

You can add pictures, flowcharts, etc.

Internship Activities

Department:	Dates:
Job:	Duration:
<p>[This section must be 5-10 pages for 20 work day internship period].</p> <p>This part includes the work done during the training and is the most important part of the report. The work done during training should be described in detail.</p> <p>Use several sub-section, and maybe extra sections if needed. You should list</p> <ul style="list-style-type: none">i) A detailed flow graph of activitiesii) The research and development activities that you contributed toiii) Maintenance and/or installation activities you contributed toiv) Any additional information that you would like to give.	
Student's Signature:	
Authorized Personnel	
Name / Sign / Stamp:	

Internship Activities

Department:	Dates:
Job:	Duration:
Student's Signature:	
Authorized Personnel	
Name / Sign / Stamp:	

Internship Activities

Department:	Dates:
Job:	Duration:
Student's Signature:	
Authorized Personnel	
Name / Sign / Stamp:	

Internship Activities

Department:	Dates:
Job:	Duration:
<p data-bbox="204 1474 487 1507">Student’s Signature:</p> <p data-bbox="204 1583 505 1612">Authorized Personnel</p> <p data-bbox="204 1654 493 1688">Name / Sign / Stamp:</p>	

Internship Activities

Department:	Dates:
Job:	Duration:
Student's Signature:	
Authorized Personnel	
Name / Sign / Stamp:	

Internship Activities

Department:	Dates:
Job:	Duration:
Student's Signature:	
Authorized Personnel	
Name / Sign / Stamp:	

Conclusion

[This section must be 1-2 pages].

In this part you evaluate your training and summarize the experience gained. You may discuss the production, the efficiency, the work environment, and the technical management in the company