****

**INTERNSHIP REPORT**

**STUDENT’S;**

Name - Surname :

Student ID No :

Department :

Address :

Phone :

E-Mail :

**THE INSTITUTION’S;**

Name :

Address :

Contacts :

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**GENERAL REPORT (One for each week – brief summaries)**

*One week work from 01.08.2016 to 05.08.2016.* ***1ST WEEK***

|  |  |  |
| --- | --- | --- |
| **DATE** | **WORKS AND APPLICATIONS** | **WORKING HOURS** |
| **Monday***01.08.2016* |  |  |
| **Tuesday***02.08.2016* |  |  |
| **Wednesday***03.08.2016* |  |  |
| **Thursday***04.08.2016* |  |  |
| **Friday***05.08.2016* |  |  |
|  **Total Hours:**  |

*One week work from 08.08.2016 to 12.08.2016.* ***2ND WEEK***

|  |  |  |
| --- | --- | --- |
| **DATE** | **WORKS AND APPLICATIONS** | **WORKING HOURS** |
| **Monday***08.08.2016* |  |  |
| **Tuesday***09.08.2016* |  |  |
| **Wednesday***10.08.2016* |  |  |
| **Thursday***11.08.2016* |  |  |
| **Friday***12.08.2016* |  |  |
|  **Total Hours:**  |

**DAILY REPORT**

|  |  |
| --- | --- |
| **DEPARTMENT / BRANCH:** OFFICE | **WEEK NO:** 1 |
| **WORK:** QUANTITY SURVEYING | **DATE:** 03.08.2016 |
| **Will consist detailed information, figures and drawings on the used programmes and experiences that you gained throughout the week. Must be at least one page for each day.**  |