**INTERNSHIP REPORT**

**Academic Year 2023**

Internship Company:

Company Address: Internship Topic/department:

Responsible person: **Student Info** Student Name:

Student number: Study Year:

# Industrial Relations Committee Names:

1. 2.

**Program of Study:**

**Department:**

**KBS, King Mongkut’s Institute of Technology Ladkrabang**

Internship Period:

Total days of internship:

Submitted Report Date: Submitted to:

Preface

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**CHAPTER 1: INTRODUCTION**

(Company Background)

**CHAPTER 2**

(Details of your summer internship)

* 1. **Your responsibilities**
		1. **Your daily job routine**
		2. **Other assigned job routine**
		3. **Project that you worked on**
	2. **Summary of work you have done during internship**

|  |  |  |
| --- | --- | --- |
| **Topics** | **June** | **July** |
| **1st****week** | **2nd****week** | **3rd****week** | **4th****week** | **1st****week** | **2nd****week** | **3rd****week** | **4th****week** |
| **1.** |  |  |  |  |  |  |  |  |
| **2.** |  |  |  |  |  |  |  |  |
| **3.** |  |  |  |  |  |  |  |  |
| **4.** |  |  |  |  |  |  |  |  |
| **5.** |  |  |  |  |  |  |  |  |
| **6.** |  |  |  |  |  |  |  |  |

* 1. **Steps for completing your Project**
	2. **Others points you like to include in the report ….**

# CHAPTER 3: CONCLUSION

**3.1**

**CHAPTER 4**

(Problems, Suggestions, Improvement)

**CHAPTER 5: REFERENCES**