



Princess Sumaya جامعة
University الأميرة سميرة
for Technology للتكنولوجيا

Student Training Final Report Form

General Information				
Training Period	From:		To:	
Report Date				
School				
Program				
Student Name				
Student Number				
Academic Supervisor Name				
Training Institution Information				
Name				
Website				
Address				
Department Name				
Supervisor Name				

Description of the institution

رمز الوثيقة:

Weekly Duties (detailed description)			
Week 1:			
From:		To:	
<p><i>For Example:</i></p> <ul style="list-style-type: none"> ● <i>Installed software x on a windows server</i> ● <i>Attended a training session regarding presentation in technical in environments</i> ● <i>Reading material regarding the setup of SSH server.</i> ● <i>Testing hardware component using ATPG kits.</i> ● <i>Site visit to the customer to install the following components:</i> <ul style="list-style-type: none"> ○ <i>Component 1</i> ○ <i>Component 2</i> ○ <i>....</i> ● <i>Attending a meeting with the client</i> ● <i>Writing proposal for new feature</i> ● <i>Preparing presentation for a customer regarding new product.</i> 			
Week 2:			
From:		To:	
Week 3:			
From:		To:	

رمز الوثيقة:

Week 4:			
From:		To:	
Week 5:			
From:		To:	
Week 6:			
From:		To:	
Week 7:			
From:		To:	

رمز الوثيقة:

Week 8:				
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">From:</td> <td style="width: 35%;"></td> <td style="width: 15%;">To:</td> <td style="width: 35%;"></td> </tr> </table>	From:		To:	
From:		To:		

Employability Skills				
During the training, which of the following skills you have improved?				
Employability skill	Yes	No	N/A	Example
Communication	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Team Work	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Problem Solving	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Self-Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Planning & Organizing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Technology	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Learning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Initiative & Enterprise	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Conclusions.
Training effect on your knowledge

رمز الوثيقة:

Training effect on your hands-on experience			
Training effect on your soft skills			
Feedback on the training site and the training experience			
References			
Appendix (Attach necessary documents here if applicable)			
Student signature		Date	