

INTERNSHIP REPORT

FACULTY OF FINE ARTS, DESIGN AND ARCHITECTURE

ARCHITECTURE DEPARTMENT / DESIGN OFFICE

Name Surname:

Student Number:



# INTERNSHIP REPORT

**STUDENT INFORMATION**

Name Surname :

Student Number :

Faculty :

Department :

Course Name :

Phone :

e-Mail :

Address :

**WORKPLACE INFORMATION**

Workplace Name :

Scope of Work :

Workplace Phone :

Workplace Authorized Name

Surname / Title: :

Address :

**INTERNSHIP INFORMATION**

Academic Year : \_\_\_\_\_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_ Total Workdays…….…….……:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Days

Start Date : \_\_\_\_\_\_ / \_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_ End Date….….: \_\_\_\_\_\_ / \_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_

Head of Department…:

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| --- | --- | --- | --- |
|  | Student | Workplace | Head of Department |
| Name Surname |  |  |  |
| Date |  |  |  |
| Signature / Stamp |  |  |  |

This section will be filled out and signed after the internship is completed. This page will be scanned and added to the internship report in PDF format.

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| **INTERNSHIP DAILY REPORT** | | | | |
| **Day 1** | | **Date: \_\_\_\_\_\_ / \_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_** | | **Hours: \_\_\_\_\_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_\_** |
| **Daily Works and Outcomes** | | | | |
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| **Day 1** | **Sketches and Photos** | | | |
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| **Signature and stamp of the workplace authorized** | | |  | |

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| **INTERNSHIP DAILY REPORT** | | | | |
| **Day 2** | | **Date: \_\_\_\_\_\_ / \_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_** | | **Hours: \_\_\_\_\_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_\_** |
| **Daily Works and Outcomes** | | | | |
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| **Day 2** | **Sketches and Photos** | | | |
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| **Signature and stamp of the workplace authorized** | | |  | |

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| **INTERNSHIP DAILY REPORT** | | | | |
| **Day 3** | | **Date: \_\_\_\_\_\_ / \_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_** | | **Hours: \_\_\_\_\_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_\_** |
| **Daily Works and Outcomes** | | | | |
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| **Day 3** | **Sketches and Photos** | | | |
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| **Signature and stamp of the workplace authorized** | | |  | |

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| **INTERNSHIP DAILY REPORT** | | | | |
| **Day 4** | | **Date: \_\_\_\_\_\_ / \_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_** | | **Hours: \_\_\_\_\_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_\_** |
| **Daily Works and Outcomes** | | | | |
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| **Day 4** | **Sketches and Photos** | | | |
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| **Signature and stamp of the workplace authorized** | | |  | |

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| **INTERNSHIP DAILY REPORT** | | | | |
| **Day 5** | | **Date: \_\_\_\_\_\_ / \_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_** | | **Hours: \_\_\_\_\_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_\_** |
| **Daily Works and Outcomes** | | | | |
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| **Day 5** | **Sketches and Photos** | | | |
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| **Signature and stamp of the workplace authorized** | | |  | |

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| **INTERNSHIP DAILY REPORT** | | | | |
| **Day 6** | | **Date: \_\_\_\_\_\_ / \_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_** | | **Hours: \_\_\_\_\_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_\_** |
| **Daily Works and Outcomes** | | | | |
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| **Day 6** | **Sketches and Photos** | | | |
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| **Signature and stamp of the workplace authorized** | | |  | |

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| **INTERNSHIP DAILY REPORT** | | | | |
| **Day 7** | | **Date: \_\_\_\_\_\_ / \_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_** | | **Hours: \_\_\_\_\_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_\_** |
| **Daily Works and Outcomes** | | | | |
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| **Day 7** | **Sketches and Photos** | | | |
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| **Signature and stamp of the workplace authorized** | | |  | |

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| **INTERNSHIP DAILY REPORT** | | | | |
| **Day 8** | | **Date: \_\_\_\_\_\_ / \_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_** | | **Hours: \_\_\_\_\_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_\_** |
| **Daily Works and Outcomes** | | | | |
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| **Day 8** | **Sketches and Photos** | | | |
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| **Signature and stamp of the workplace authorized** | | |  | |

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| **INTERNSHIP DAILY REPORT** | | | | |
| **Day 9** | | **Date: \_\_\_\_\_\_ / \_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_** | | **Hours: \_\_\_\_\_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_\_** |
| **Daily Works and Outcomes** | | | | |
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| **Day 9** | **Sketches and Photos** | | | |
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| **Signature and stamp of the workplace authorized** | | |  | |

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| **INTERNSHIP DAILY REPORT** | | | | |
| **Day 10** | | **Date: \_\_\_\_\_\_ / \_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_** | | **Hours: \_\_\_\_\_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_\_** |
| **Daily Works and Outcomes** | | | | |
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| **Day 10** | **Sketches and Photos** | | | |
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| **Signature and stamp of the workplace authorized** | | |  | |

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| **INTERNSHIP DAILY REPORT** | | | | |
| **Day 11** | | **Date: \_\_\_\_\_\_ / \_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_** | | **Hours: \_\_\_\_\_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_\_** |
| **Daily Works and Outcomes** | | | | |
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| **Day 11** | **Sketches and Photos** | | | |
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| **Signature and stamp of the workplace authorized** | | |  | |

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| **INTERNSHIP DAILY REPORT** | | | | |
| **Day 12** | | **Date: \_\_\_\_\_\_ / \_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_** | | **Hours: \_\_\_\_\_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_\_** |
| **Daily Works and Outcomes** | | | | |
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| **Day 12** | **Sketches and Photos** | | | |
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| **Signature and stamp of the workplace authorized** | | |  | |

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| **INTERNSHIP DAILY REPORT** | | | | |
| **Day 13** | | **Date: \_\_\_\_\_\_ / \_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_** | | **Hours: \_\_\_\_\_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_\_** |
| **Daily Works and Outcomes** | | | | |
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| **Day 13** | **Sketches and Photos** | | | |
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| **Signature and stamp of the workplace authorized** | | |  | |

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| **INTERNSHIP DAILY REPORT** | | | | |
| **Day 14** | | **Date: \_\_\_\_\_\_ / \_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_** | | **Hours: \_\_\_\_\_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_\_** |
| **Daily Works and Outcomes** | | | | |
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| **Day 14** | **Sketches and Photos** | | | |
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| **Signature and stamp of the workplace authorized** | | |  | |

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| **INTERNSHIP DAILY REPORT** | | | | |
| **Day 15** | | **Date: \_\_\_\_\_\_ / \_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_** | | **Hours: \_\_\_\_\_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_\_** |
| **Daily Works and Outcomes** | | | | |
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| **Day 15** | **Sketches and Photos** | | | |
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| **Signature and stamp of the workplace authorized** | | |  | |

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| **INTERNSHIP DAILY REPORT** | | | | |
| **Day 16** | | **Date: \_\_\_\_\_\_ / \_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_** | | **Hours: \_\_\_\_\_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_\_** |
| **Daily Works and Outcomes** | | | | |
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| **Day 16** | **Sketches and Photos** | | | |
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| **Signature and stamp of the workplace authorized** | | |  | |

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| **INTERNSHIP DAILY REPORT** | | | | |
| **Day 17** | | **Date: \_\_\_\_\_\_ / \_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_** | | **Hours: \_\_\_\_\_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_\_** |
| **Daily Works and Outcomes** | | | | |
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| **Day 17** | **Sketches and Photos** | | | |
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| **Signature and stamp of the workplace authorized** | | |  | |

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| **INTERNSHIP DAILY REPORT** | | | | |
| **Day 18** | | **Date: \_\_\_\_\_\_ / \_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_** | | **Hours: \_\_\_\_\_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_\_** |
| **Daily Works and Outcomes** | | | | |
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| **Day 18** | **Sketches and Photos** | | | |
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| **Signature and stamp of the workplace authorized** | | |  | |

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| **INTERNSHIP DAILY REPORT** | | | | |
| **Day 19** | | **Date: \_\_\_\_\_\_ / \_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_** | | **Hours: \_\_\_\_\_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_\_** |
| **Daily Works and Outcomes** | | | | |
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| **Day 19** | **Sketches and Photos** | | | |
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| **Signature and stamp of the workplace authorized** | | |  | |

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| **INTERNSHIP DAILY REPORT** | | | | |
| **Day 20** | | **Date: \_\_\_\_\_\_ / \_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_** | | **Hours: \_\_\_\_\_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_\_** |
| **Daily Works and Outcomes** | | | | |
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| **Day 20** | **Sketches and Photos** | | | |
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| **Signature and stamp of the workplace authorized** | | |  | |

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| **INTERNSHIP DAILY REPORT** | | | | |
| **Day 21** | | **Date: \_\_\_\_\_\_ / \_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_** | | **Hours: \_\_\_\_\_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_\_** |
| **Daily Works and Outcomes** | | | | |
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| **Day 21** | **Sketches and Photos** | | | |
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| **Signature and stamp of the workplace authorized** | | |  | |

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| **INTERNSHIP DAILY REPORT** | | | | |
| **Day 22** | | **Date: \_\_\_\_\_\_ / \_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_** | | **Hours: \_\_\_\_\_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_\_** |
| **Daily Works and Outcomes** | | | | |
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| **Day 22** | **Sketches and Photos** | | | |
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| **Signature and stamp of the workplace authorized** | | |  | |

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| **INTERNSHIP DAILY REPORT** | | | | |
| **Day 23** | | **Date: \_\_\_\_\_\_ / \_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_** | | **Hours: \_\_\_\_\_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_\_** |
| **Daily Works and Outcomes** | | | | |
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| **Day 23** | **Sketches and Photos** | | | |
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| **Signature and stamp of the workplace authorized** | | |  | |

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| **INTERNSHIP DAILY REPORT** | | | | |
| **Day 24** | | **Date: \_\_\_\_\_\_ / \_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_** | | **Hours: \_\_\_\_\_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_\_** |
| **Daily Works and Outcomes** | | | | |
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| **Day 24** | **Sketches and Photos** | | | |
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| **Signature and stamp of the workplace authorized** | | |  | |

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| **INTERNSHIP DAILY REPORT** | | | | |
| **Day 25** | | **Date: \_\_\_\_\_\_ / \_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_** | | **Hours: \_\_\_\_\_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_\_** |
| **Daily Works and Outcomes** | | | | |
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| **Day 25** | **Sketches and Photos** | | | |
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| **Signature and stamp of the workplace authorized** | | |  | |

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| **INTERNSHIP DAILY REPORT** | | | | |
| **Day 26** | | **Date: \_\_\_\_\_\_ / \_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_** | | **Hours: \_\_\_\_\_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_\_** |
| **Daily Works and Outcomes** | | | | |
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| **Day 26** | **Sketches and Photos** | | | |
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| **Signature and stamp of the workplace authorized** | | |  | |

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| **INTERNSHIP DAILY REPORT** | | | | |
| **Day 27** | | **Date: \_\_\_\_\_\_ / \_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_** | | **Hours: \_\_\_\_\_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_\_** |
| **Daily Works and Outcomes** | | | | |
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| **Day 27** | **Sketches and Photos** | | | |
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| **Signature and stamp of the workplace authorized** | | |  | |

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| **INTERNSHIP DAILY REPORT** | | | | |
| **Day 28** | | **Date: \_\_\_\_\_\_ / \_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_** | | **Hours: \_\_\_\_\_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_\_** |
| **Daily Works and Outcomes** | | | | |
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| **Day 28** | **Sketches and Photos** | | | |
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| **Signature and stamp of the workplace authorized** | | |  | |

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| **INTERNSHIP DAILY REPORT** | | | | |
| **Day 29** | | **Date: \_\_\_\_\_\_ / \_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_** | | **Hours: \_\_\_\_\_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_\_** |
| **Daily Works and Outcomes** | | | | |
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| **Day 29** | **Sketches and Photos** | | | |
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| **Signature and stamp of the workplace authorized** | | |  | |

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| **INTERNSHIP DAILY REPORT** | | | | |
| **Day 30** | | **Date: \_\_\_\_\_\_ / \_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_** | | **Hours: \_\_\_\_\_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_\_** |
| **Daily Works and Outcomes** | | | | |
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| **Day 30** | **Sketches and Photos** | | | |
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| **Signature and stamp of the workplace authorized** | | |  | |

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| **CONCLUSION** | |
| **LEARNING OUTCOMES AND EVALUATIONS** | |
|  | |
| **APPENDIX** | |
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| **Signature and stamp of the workplace authorized** |  |



**İstinye Üniversitesi**

Topkapı Kampüsü, Maltepe Mah., Edirne Çırpıcı Yolu, No.9 Zeytinburnu, İstanbul, 34010

Tel: (0850) 283 60 00

e-posta: info@istinye.edu.tr

**www.istinye.edu.tr**

**!!!**

***Attention,***

***The "Intern Evaluation Form" at the end of the internship report must be delivered to the workplace authorized person whose signature is taken on the internship application petition to fill in by hand. The filled form must be received from the authorized person in a sealed envelope and submitted unopened to the relevant internship commission member of our university.***



