



German Jordanian University
School of Natural Resources Engineering and Management
Water and Environmental Engineering Department

Engineering Training Report

Student Name

Student ID Number

Training Institution

Training Duration: From

To

Date of Report Submission:

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DECLARATION

This report was written by (----) a student in the (department) at German Jordanian university (GJU). It has not been altered or corrected as a result of assessment and it may contain errors and omissions. The views expressed in it together with any recommendations are those of the student.

ABSTRACT / TRAINING SUMMARY:

Give a summary of the contents of the rest of the report (company in formation and the work done) in at most two pages.

It should consist of one page at least. Bullets are preferred.

ABOUT THE COMPANY

You should give the following information

The company's name, place and production area

The company's organizational structure

The number and job descriptions of the company employees

The products and the production methods of the company

WEEKLY SCHEDULE: 1ST WEEK

DATE	TASKS ACCOMPLISHED
dd/mm/yyyy	For each day, the student should write 3-4 sentences about the daily activities during their practical training.
dd/mm/yyyy	
dd/mm/yyyy	
dd/mm/yyyy	
dd/mm/yyyy	
dd/mm/yyyy	
dd/mm/yyyy	

PRACTICAL TRAINING

This part should include the work done during the training in detail. This is the most important part of the report.

You should list

- 1. A detailed flow graph of activities**
- 2. The research and development activities that you contributed to**
- 3. Installation or maintenance activities you contributed to**
- 4. Any additional information that you would like to give.**

CONCLUSION

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.

RECOMMENDATIONS

REFERENCES

List the sources that you have used in preparing the report. That's including books, journals, company documents, web pages, etc.) The references should be written in a APA style.