

**DEPARTMENT OF INFORMATION TECHNOLOGY  
SCHOOL OF COMPUTING AND TECHNOLOGY  
EASTERN MEDITERRANEAN UNIVERSITY  
GAZIMAGUSA- NORTHERN CYPRUS**



**SUMMER TRAINING  
LOG BOOK**

**Name of Student :**

**Student Number :**

**Dates of Training : No. of**

**Working Days :**

## INFORMATION ABOUT THE PLACE OF TRAINING

Name of Firm	
Address	
General Manager	
Supervisor Assigned	

### TO THE SUMMER TRAINING COMMITTEE

I certify that the following record of work done by the student is correct.

Our evaluation of the work is recorded in the following page.

Signature and Stamp or Seal:

Date:

(Note: pages 1-6 should be completed by the supervisor and the log book should be given back to the student in a sealed envelope in order to be delivered to the University)

(Bu staj defteri Türkçe olarak da doldurulabilir. İmzalandıktan sonra kapalı bir zarfta öğrenciye verilmelidir.)

## SUMMER TRAINING EVALUATION FORM

(To be completed by the Supervisor)

Student's Name and Surname	:				
Starting Date / Başlanğıç Tarihi	:				
Date of Completion / Bitiş Tarihi	:				
Duration of Practice (Working Days)	:				
Summary of Work Done / Yapılan İşin Özeti:					
<b>Student's Evaluation</b> / Öğrenci Değerlendirmesi		<b>Poor / Zayıf</b>	<b>Fair / Yeterli</b>	<b>Good / İyi</b>	<b>Excellent / Çok iyi</b>
a) Interest / İşine gösterdiği özen					
b) Attendance / Devamlılık					
c) Technical Knowledge and Ability / Teknik Bilgi ve Beceri					
d) General Behavior / Genel Davranışları					
e) General Comments / Genel Düşünceler					

Date / Tarih:

Title, Name and Signature of Supervisor  
(Sorumlunun Ünvanı, Adı ve İmzası)

	DATE (Tarih)	DEPARTMENT (Bölüm)	BRIEF DESCRIPTION OF TRAINING (Yapılan işin kısa tarifi)
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

Signature and Stamp or Seal  
(İmza ve Mühür)

	DATE (Tarih)	DEPARTMENT (Bölüm)	BRIEF DESCRIPTION OF TRAINING (Yapılan işin kısa tanımı)
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			

Signature and Stamp or Seal  
(İmza ve Mühür)

	DATE (Tarih)	DEPARTMENT (Bölüm)	BRIEF DESCRIPTION OF TRAINING (Yapılan işin kısa tarifi)
21			
22			
23			
24			
25			
26			
27			
28			
29			
30			

Signature and Stamp or Seal  
(İmza ve Mühür)

	DATE (Tarih)	DEPARTMENT (Bölüm)	BRIEF DESCRIPTION OF TRAINING (Yapılan işin kısa tarifi)
31			
32			
33			
34			
35			
36			
37			
38			
39			
40			

Signature and Stamp or Seal  
(imza ve mühür)

## NOTES:

1. To be eligible for summer training the student must be in the 5th academic term or above. If you are in 4th academic term, you can do only 20 days summer training.
2. The summer training cannot be done in parallel with the summer school those students taking one or more courses in the summer school are not allowed to do summer training.
3. The duration of the summer training is 40 continuous working days; you can either do your summer training in two periods of at least 20 working days/each, or one period of at least 40 working days.
4. Summer training Log Book should be filled in English or Turkish and submitted in a sealed and closed envelop.
5. Register in Summer Training Course during the Course Registration Period of the next semester.
6. At the end of “Add and Drop” period of the semester, the Department will announce the name of the instructor who will supervise you. Contact your instructor as soon as possible to obtain his/her instruction on how to write the report.
7. Summer Training Report should include original experience gained by the student at the site/office rather than theoretical knowledge obtained from books or lecture notes. During the summer training take photographs, plans, specifications, etc. to use in your report.
8. Submit the report to your instructor not later than the end the 9th week of the semester. If there are any modifications required, complete these and re-submit to your instructor.
9. Evaluations (Oral Exam or/and Presentation) will take place within the last 4 weeks of semester, prior to the final examinations.
10. Summer Training of students not following the above time schedule will not be accepted.



## ITEC400 Summer Training Course Assessment Survey

Accreditation Agency for Degree Programs in Engineering, Informatics, the Natural Sciences and Mathematics (ASIIN) requires an outcomes-based assessment from each course offered in the departmental program. The following assessment is in conjunction with departmental ASIIN accreditation. Thank you in advance for your cooperation.

Department of Information Technology, EMU

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Please state the level to which you believe the trainee has attained. Select the most appropriate choice given below:

*5 = Strongly Agree      4 = Agree      3 = Neutral      2 = Disagree      1 = Strongly Disagree*

ITEC400 makes significant contributions to the following program outcomes:

Program Outcomes	5	4	3	2	1
a) Apply problem solving skills, core IT concepts, efficient practices and standards to Information Technologies;					
b) Identify and evaluate organizational requirements with the current and emerging technologies;					
c) Select, design, integrate and administer IT-based solutions within an organizational environment;					
d) Use strong analytical and critical thinking skills as well as practical knowledge within the field of IT;					
e) Be equipped with the theoretical background to pursue graduate level (second cycle) studies.					
f) Communicate effectively, both in writing and in speaking;					
g) Demonstrate the ability to participate effectively in the planning and execution of team-based projects;					
h) Describe the impact of IT solutions in a global, societal, and ethical context;					
i) Describe the need for continuous learning in order to achieve IT;					
j) Follow the latest developments within the field of IT;					
k) Use practical skills which is compatible with the business requirements;					