**Cover page of Field Internship Written Report**

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| **Master Program in Global Agriculture Technology and Genomic Science** **(Global ATGS)****National Taiwan University****Field Internship Written Report****Name/Student ID：** **School/Department：** **Internship Organization：** **Unit/Department：** **Time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(YYYY/MM/DD) to\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(YYYY/MM/DD)** |
| The Submission Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(YYYY/MM/DD) |
| **Format****Requirement** | * The Written Report must be formatted on A4 paper, typed in 12-point font, and single-spaced.
* If the internship period is one month or less, the report must be at least 5 pages. For internship period exceeding one month, the report must be at least 10 pages.
* Students must submit a hard copy of the compiled documents to the office in this order: (1) the cover page, (2) the Daily Log, (3) the Written Report, and (4) the questionnaire
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| **Submission Deadline** | The Written Report MUST be reviewed and graded by academic advisor (Appendix 10) before submission to the office. The Global ATGS office expect to receive the hard copy of compiled documents before the university’s grade submission deadline per semester. |
| **The content** |
| * + - Introduction of the internship organization, like the internship unit/department and brief introduction of the staff.
		- Internship content, like internship duty, and daily, weekly or other routine work.
		- Internship Review, for example:
	1. How the professional knowledge and skills learned during the internship will help with your future career development and professional abilities?
	2. Is there anyone or anything that impressed you?
	3. What did you learn about employment ethics and interpersonal relationships through interacting with supervisors and colleagues?
	4. After conducting the internship, what kind of ability would you like to enhance? How do you plan to improve your professional knowledge and skills to confront the competitive job market?
* Others such as photos, images and tables. (Please provide brief description of each)

(If the space provided is insufficient, you may add more space by yourself.) |