

	Work Term Report	WUC-011
	The Center for Cooperative Education and Career Development Walailak University	Effective Date

Please submit before the end of week 3 of practice

Note A report is a part of Co-op practice. The purposes are improving student communication skill and provide a useful information for work place. A student must consult with a job supervisor to define an appropriate topic regarded establishment needs. The examples of report contain research, interest academic report, data summary or statistics, data analysis and data asesment, etc. A student can form a group to make a report.

In case that the enterprise does not want above reports, a student must observe your interested topic and and make a report consulting with job supervisor. The example of report topic is interested academic report, job assignment report, or plan and method of practice to achieve purposes according to student's goal in Co-op After having a topic, a student has to make an outline of report content in brief following this form. However, a student must consult a job supervisor before doing it.

The Center for Cooperative Education and Career Development will gather report and present to a Co-op advisor for codsideration. If there is an suggestion, we will inform a student later. In order to save time, astudent should write a report immediately

Name-Surname _____ Student ID _____
 Program _____ School of _____
 practice at (work place) _____

1. Report Title (It can be changed and revised later)
In Thai _____ In English _____
2. Report Content Detail (It can be changed and revised later)
Remark If the content is not fix in this page, please write in new sheet.