

ATTENTION: THIS IS ONLY A REPORT TEMPLATE.
YOU DO NOT HAVE TO FILL IT IN BUT WRITE YOUR OWN REPORT.

Work Experience Report

Name: Class.....

Company:

1. Short summary of the nature of the work of your firm or department.

2. Report of your daily tasks or type of work.

1.

2.

3.

4.

5.

6.

7.

3. General assessment of your Work Experience placement.

Have your expectations of the Work Experience been fulfilled?

Has the experience affected your future academic and professional choices?

How much have you needed to revise your expectations of your working life after the work experience?

Was it difficult to adjust from school life to working life? How was it difficult?

Summarize the positive and negative aspects of your work experience.

Your signature

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