

Final report

At the end of practical activities, the student shall upload:

- the **attendance book**;
- the **final report**

Purpose

The report describes in detail the activities performed and the results obtained during the internship.

Structure

The length of the report is between 20 and 50 pages and should include following points:

- **frontispiece** (see following page);
- **index**;
- **introduction**: summarizes the context, the objectives, the main activities and the expected results of the internship (1/2 pages);
- **body text**: describes in chronological order the framework of the developed work, the investigated problems, the used approach with its motivations and the obtained results;
- **conclusion**: summarizes the most significant results obtained during the internship (1-2 pages)

For a clearer presentation of the work done, the student can add to the body text also attachments, schemes, outlines and drawings.

Format

The report has to be arranged as follows:

- written in **Times New Roman** or **Courier** or **Helvetica 12**;
- each page must contain 30 – 35 lines of text and each line must have 60 – 70 characters;
- each page must be numbered;
- it must be bound to prevent parts of it from being lost.

ALMA MATER STUDIORUM - UNIVERSITY OF BOLOGNA
SCHOOL OF ENGINEERING AND ARCHITECTURE
(BOLOGNA CAMPUS)

Academic year 20..../20....

Final Report

Curricular Internship performed by the Student:

Please state the first name and family name (matriculation nr.)

enrolled on the degree programme:

Please state degree programme and code (e.g.: Mechanical Engineering 0938)

at:

Please state the Host Structure

on the following topic:

Please state the main topic as approved by the Internship Board

Student:

(Signature)

Academic Tutor:

Prof. (*first name and family name*)

(Signature for approval of the final report)

Host Structure Supervisor:

Mr./Ms. (*first name, family name and role played*)

(Signature for approval of the final report)

BOZZA