Template for CSE Summer Training Reports

The report should consist of at least three main parts.

- First part will include information about the firm,
- Second part will include information about the technologies and environment used in the training and must not exceed 3 pages in the total with first part.
- In the third part, you will explain about the work done during the training with your own words. This part must be at least 7 pages. The third part should have a subsection for each week spent during the training.

Format of the report.

Your report should have the following properties:

- 12 pts
- Times New Roman
- 1.5 line spaced paragraphs
- Page numbers in the footer
- Your name and firm’s name in the header formatted with Monotype Corsiva, 12 pts.
- Section headings formatted with Times New Roman, 14 pts
- Subsection headings formatted with Times New Roman, 12 pts and bold
- Spelling and grammar checks must be performed.

An example is given on the next page.
1. About the Firm X
   The Firm X is founded in 1980 and has projects on Java. …

2. Technologies Used in the Training
   During the training, we used the following technologies and environments. …

3. Work Done
   In the training, we worked on Project Y. Below, we describe the progress of Project Y and work done in weeks. …
   a. Week 1

   …

   b. Week 2

   …

   …

   …

   c. Week n

4. Conclusion