|  |
| --- |
| **Date created:       (Note: The intermediate report is to be submitted exactly 7 weeks after the start of the relevant internship to the following address:** **IPSBWL@hs-albsig.de** |

|  |  |  |
| --- | --- | --- |
| **Surname:**       | **First name:**        | **Matr. No.:**       |
| **Company:**       | **Department (please write clearly)**       | **Private e-mail address:**       |

|  |  |
| --- | --- |
| **Phase of the activity****The most important activities up to now in the course of the internship:** | **Own role in the activities** |
| **Development of the activity** | **Implementation of the activity** | **Completely independent** | **Participation** | **Mainly observed** |
| **1.** |       | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| **2.** |       | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| **3.** |       | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| **4.** |       | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| **5.** |       | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| **6.** |        | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| **7.** |       | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| **8.** |       | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| **9.** |       | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| **10.** |       | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |

**The most important activities in the future course of the internship:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **1.** |       | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| **2.** |       | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| **3.** |       | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| **4.** |       | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| **5.** |       | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| **6.** |       | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| **7.** |       | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| **8.** |       | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| **9.** |       | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| **10.** |       | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |

**The core task to be analysed/my examination topic:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|       |  |  | [ ]  | [ ]  |  |

***Main* field for my core task in business studies:
(procurement, controlling, data processing, finances, logistics, marketing, organisation, personnel, production, taxes, auditing, etc.):**

|  |  |  |
| --- | --- | --- |
|       |  |  |

Date, Student’s signature

Date/signature

**Date created:**

|  |  |  |
| --- | --- | --- |
| **Surname:**       | **First name:**       | **Matr. No.:**       |
| **Company:**       | **Department:**       | **Private e-mail address:**       |

**Have you experienced problems in terms of the *level* of the tasks assigned up to now?**

**None Minor Pronounced (I permanently receive tasks that do not correspond to the level expected of a university education)**

[ ]  [ ]  [ ]

**Only to be completed if pronounced problems exist:**

|  |
| --- |
| **Steps that I have already taken in order to resolve this problem:**  |
| **1.** |       |
| **2.** |       |
| **3.** |       |

|  |
| --- |
| **Effects of the steps I have taken:** |
| **1.** |       |
| **2.** |       |
| **3.** |       |

 **Yes No**

**As regards a solution for the problem outlined above, I would like to receive support from the university:** [ ]  [ ]

Date/signature