

To whom it may concern,

I am writing this letter of recommendation for the quality of work demonstrated by HE ZHILI in the Artificial Intelligence Internship Programme held by NTU Business AI Lab from 19 July to 30 July 2023.

HE ZHILI has very good written and verbal communication skills. In addition, he is well organised, reliable and hardworking. He also has a positive attitude that makes him a pleasure to work with.

HE ZHILI could shoulder multiple responsibilities and complete tasks of various natures. He was a good team player that engaged actively in the team discussion and project. He presented with a desire to learn and grow both professionally and personally.

I can certainly recommend him for further study or for direct employment. If you have any questions, please do not hesitate to contact me.

Yours faithfully,



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Annex A

Programme Name: Artificial Intelligence Internship Programme

Programme Date: 19 July to 30 July 2023

Hosted Online by: Nanyang Technological University, Business AI Lab

HE ZHILI has successfully completed the Artificial Intelligence Internship Programme which comprised a series of workshops, discussions, assignments as well as a group project.

Overall Grade: Distinction

***A fail** is given when the participant has not met the programme's objectives. The participant missed to attend all workshops, to show enough effort and achievement in both assignments and project.*

***A pass** is given when the participant has met the learning objectives and reached the expected outcomes. The participant has completed the whole programme, submitted assignments in due time.*

***A merit** is awarded when the participant has fully participated in the programme, both in workshops and assignments. The participant has taken part in a team project and has contributed to the presentation of the project.*

***A distinction** is awarded when a participant has taken a leading role in the programme, has been interactive and has demonstrated a high capacity to understand and converse in English. This is a special award for outstanding performance and an encouragement to others.*