

UNIVERSITY OF VICTORIA
FACULTY OF ENGINEERING
TERM YEAR WORK TERM REPORT

TITLE

Department of Mechanical Engineering
University of Victoria
Victoria, BC

First LAST
V001111111
Work Term ?
Mechanical Engineering
email@uvic.ca

March 25, 2015



Supervisor's Approval: To be completed by Employer

I approve the release of this report to the University of Victoria for evaluation purposes only.

The report is to be considered (select one): ☐ NOT CONFIDENTIAL ☐ CONFIDENTIAL

Signature: _____ Position: _____ Date: _____

Name (print): _____ E-Mail: _____ Fax : _____

If a report is deemed CONFIDENTIAL, a non-disclosure form signed by an evaluator will be faxed to the employer. The report will be destroyed following evaluation. If the report is NOT CONFIDENTIAL, it will be returned to the student following evaluation.

Street
City, Privince, Postal Code
Phone Number
email@address.com

March 6, 2015

Name
Title
Organization

Dear Sal. Name,

Text here

Sincerely,

First Last

Contents

List of Figures

Summary

The summary is written for the general reader who wishes to be familiar with the content of the report while avoiding details. The summary is a separate report, stating the engineering problem, the approach to the solution, the main conclusions and recommendations. It is written after the main report has been completed. Items in the main report such as tables, figures or sections, are not referred to in the summary. The summary is normally presented centered on its own page, and is less than one page in length.

Glossary

Uvic University of Victoria

1 Introduction

2 Discussion

3 Conclusions

4 Recommendations

content...

Table 1: tab 1

Figure 1: fig 1

references here

Appendix A My appendix

Here is some text for my appendix.

Appendix B Appendix 2

new text