O‘ZBEKISTON RESPUBLIKASI RAQAMLI TEXNOLOGIYALAR VAZIRLIGI

MUXAMMAD AL-XORAZMIY NOMIDAGI

TOSHKENT AXBOROT TEXNOLOGIYALARI UNIVERSITETI

<student> ta’lim yo‘nalishi 4 - bosqich talabasi <student> ning 2024/2025 o‘quv yilidagi bitiruv oldi amaliyoti

## K U N D A L I G I

***1. AMALIYOT KO‘RSATMALARI***

1.1. Amaliyot joyi va muddati <location1> muddati: 17.02.2025 dan 26.04.2025 gacha

1.2. Amaliyot rahbarlari:

Universitetdan <facultyHead>

(familiyasi, ismi va sharifi)

Korxonadan <internshipHead>

(familiyasi, ismi va sharifi)

1.3. Talaba <student> ga “**Kompyuter tizimlari***”* kafedrasidan berilgan individual topshiriqlar \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1.4. Amaliyotga keldi: 2025-yil 17-fevral, ketdi: 2025-yil 26-aprel

***2. AMALIYOTNING ASOSIY QOIDALARI****.*

2.1. Kafedradan tayinlangan rahbar amaliyotdan oldin talabalarga ko‘rsatma beradi va amaliyot bo‘yicha individual topshiriq, amaliyot kundaligi, amaliyot grafigi, va amaliyot yo‘llanmasini beradi.

2.2. Talaba korxonadan tayinlangan amaliyot rahbariga Kundalik topshirib, texnika xavfsizligi va yong‘in profilaktikasi bo‘yicha ko‘rsatma oladi va imtixondan o‘tadi, ish joyi va asbob-uskunalar bilan ishlash qoidalari bilan tanishadi va amaliyotning bajarilish rejasini bilan tanishadi.

2.3. Talaba amaliyot vaqtida korxonaning ichki tartib qoidalariga amal qiladi. Biriktirilgan ish joyini ruxsatisiz tark etishga yo‘l qo‘yilmaydi.

2.4. Amaliyotning bajarilishi to‘g‘risidagi hisobot amaliyot grafigi asosida va amaliyot rahbarlari bergan qo‘shimcha ko‘rsatmalar asosida tuziladi.

2.5. Talabalar bilimi reyting ballari bilan baholanadi.

2.6. Amaliyot muddati 4-bosqichda 10-hafta, haftasiga 3 ish kuni, kuniga 6 soat, jami 10x3x6=180 soatetib belgilanadi

2.7. Amaliyotni bajarmagan, salbiy taqriz olgan yoki hisobot himoyasida «qoniqarsiz» baho olgan talaba, ta’til davrida amaliyotga qayta yuboriladi, ba’zi hollarda talabaning o‘qishni davom ettirish masalasi qo‘yilishi mumkin.

***3. KUNDALIKNI TUZISH VA TO‘LDIRISH TARTIBI****.*

3.1. Amaliyot o‘tish davrida kundalik asosiy hujjat hisoblanadi.

3.2. Universitet joylashgan shahardan tashqarida o‘tilgan amaliyot uchun kundalik va yo‘llanma - moliyaviy hujjat bo‘lib qoladi (ish haqi va kundalik xarajatlar uchun).

3.3. Talaba amaliyot o‘tish davrida har kuni bajarilgan ishlarni kundalikga qisqa, tushunarli ravishda yozib boradi.

3.4. Talabaning ma’naviy-ma’rifiy ishlariga, nazariy mashg‘ulotlar va ekskursiyalarga qatnashganliklari ham yoziladi.

3.5. Talaba har haftada kundalikni rahbarlarga ko‘rsatadi. Rahbarlar kundalikni tekshirib, qo‘shimcha ko‘rsatmalar beradi va imzolaydi.

3.6. Amaliyot tugaganda korxona tomonidan rahbar kundalikni amaliyot hisoboti bilan birgalikda ko‘rib chiqadi va tavsifnoma yozadi.

3.7. To‘ldirilgan kundalik amaliyot hisoboti bilan birgalikda kafedraga topshiriladi. To‘ldirilmagan kundalik bo‘yicha amaliyot hisobga olinmaydi.

***4. AMALIYOT O‘TISH GRAFIGI***

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| № | Bajariladigan ishlar nomi | Qaysi lavozimda ishladi | Kun  hisobida | Amaliyot haftalari | | | | | | | | | | Eslatma |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

Rahbarlar:

Universitetdan \_\_\_\_\_\_\_\_\_\_ <facultyHead> 2025-yil “17” fevral

*Imzo F.I.Sh.*

Korxonadan \_\_\_\_\_\_\_\_\_\_ <internshipHead> 2025-yil “26” aprel

*Imzo F.I.Sh.*

***5. AMALIYOTNING BAJARILISHI***

|  |  |  |
| --- | --- | --- |
| Sana | Bajarilgan ishlari mazmuni | Korxonadan rahbar imzosi |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**6**. ***Amaliyotda bajarilgan turli ishlar*** (nazariy o‘qitishlar, ekskursiyalar, ilmiy ishlarda qatnashish, sport-ommabop ishlari va h.k.).\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**7.** ***Korxona tomonidan taqdirlashlar, rag‘batlantirishlar va ma’muriy jazolar*** ( korxona buyruqlari bo‘yicha)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**8.** ***Talabaning amaliyotni bajarishi to‘g‘risida tavsifnoma (Talabaga koxona tomonidan qo‘yilagn ball)***

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Korxonadan rahbar \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ <internshipHead>

*imzo F.I.Sh.*

M.O‘. 2025-yil “\_\_\_\_\_” \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Kundalik tekshirildi va hisobot himoyaga ruxsat etildi.

Universitetdan amaliyot rahbari \_\_\_\_\_\_\_\_\_\_\_\_\_ <facultyHead>

*imzo F.I.Sh.*

Kafedra mudiri \_\_\_\_\_\_\_\_\_\_\_\_\_ <facultyHead>

*imzo F.I.Sh.*

2025-yil “\_\_\_\_” \_\_\_\_\_\_\_\_\_\_\_