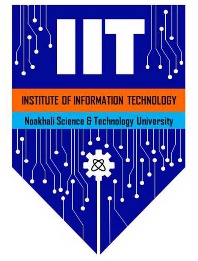
**Institute of Information Technology**

**Noakhali Science and Technology University**



**Internship Report**

**Course Code - SE 4100**

**Course Title - Internship**

**Submitted By**

***Md Mynuddin***

**ASH1825007M**

**Session: 2017-18**

**Performed at**

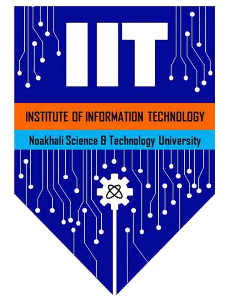
***Genuity Systems Ltd***



Institute of Information Technology, Noakhali Science and Technology University

**Bachelor of Science in Software Engineering**

**Course Code: SE 4100**



**Internship Report**

**Submitted by**

*Student Name*

Student ID

**Submitted to**

*Md. Iftekharul Alam Efat*

Chairman, Internship Placement Office

Assistant Professor, Institute of Information Technology (IIT)

Noakhali Science and Technology University

**Performed at**

*Company Name*

Company Address



**Internship Attended:** March 15, 2022 – September 20, 2022

**Date of Submission:** October 10, 2022

LETTER OF TRANSMITTAL

**October 10, 2022**

**The** **Chairman**

Internship Placement Office

Institute of Information Technology (IIT)

Noakhali Science and Technology University

Subject: **Letter of Transmittal**

**Dear Sir,**

This is a pleasure to submit the “Internship Report” as per Internship Program requirement for the course SE 4100 Internship.

This report contains gory details of my activities during the Internship period. I have been working as an intern at xxxxxxx. I was supervised by two individual Software Engineers of Brain Station-23, Md Tunvir Rahman Tusher and Iftekhar Ahmed. I hope this report fulfils the requirements of Internship Program.

I am requesting to accept and consider this report.

Yours sincerely

|  |
| --- |
| **Student Name**  Student ID  Session: 2017-18  BSc. in Software Engineering Program  Institute of Information Technology (IIT)  Noakhali Science and Technology University |

DECLARATION

**TO WHOM IT MAY CONCERN**

I, **Student Name**, bearing ID: Student ID, BSc. in Software Engineering Program, hereby declare that the presented “Internship Report” is uniquely prepared by me after completion of six months’ work in **Company Name**.

My original work is submitted to Institute of Information Technology (IIT), Noakhali Science and Technology University, and no part of the report has been submitted for any other degree, or fellowship & the work has not been published in any journal or magazine.

|  |
| --- |
| **Student Name**  Student ID  Session: 2017-18  BSc. in Software Engineering Program  Institute of Information Technology (IIT)  Noakhali Science and Technology University |

LETTER OF ENDORSEMENT

**TO WHOM IT MAY CONCERN**

This is to certify that; **Student Name** was an intern at Brain Station-23 Limited. During this period, I was one of his supervisors.

I hereby endorse that I have gone through the whole report. The contents of this report are true and not confidential to the company. The projects, training assignments mentioned in this report had successful participation of Student Name.

I wish him all the very best for his future life.

|  |  |  |
| --- | --- | --- |
| **Mr. XXXXXXXXXX**  Project Manger  Company Name |  | **Mr. YYYYYYYYY**  CTO  Company Name |

CERTIFICATE OF APPROVAL

This Internship report submitted by **Mr. XXXXXXX, ID No: *Student ID*** to the Chairman of Internship Placement Office, Institute of Information Technology (IIT), Noakhali Science and Technology University has been accepted as satisfactory for the partial fulfillment of the requirements for the degree of Bachelor of Science in Software Engineering and approved as to its style and contents. The presentation has been held on October, 2022.

**Internship Examination Committee:**

|  |
| --- |
| **Md. Iftekharul Alam Efat**, Chairman  Assistant Professor  Institute of Information Technology (IIT)  Noakhali Science and Technology University |
|  |
| **Dipok Chandra Das**, Committee Member  Assistant Professor  Institute of Information Technology (IIT)  Noakhali Science and Technology University |
|  |
| **Md. Eusha Kadir**, Committee Member  Lecturer  Institute of Information Technology (IIT)  Noakhali Science and Technology University |
|  |
| **Md. Hasan Imam**, Committee Member  Lecturer  Institute of Information Technology (IIT)  Noakhali Science and Technology University |

DEDICATION

Write here………….

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OFFER LETTER

Attach the original/scan copy of your offer letter

ACKNOWLEDGEMENT

3-5 paragraph whom you want to show your gratitude during Intern period

PREFACE

4-5 paragraph

The preface is an introductory section that comes before the main body of the internship report. It provides background information about the report, such as the reasons for undertaking the internship, the organization where the internship was conducted, and any acknowledgments or expressions of gratitude to those who helped during the internship.

In the preface, you can mention the purpose of the internship, the significance of the project or tasks performed, and any challenges or experiences you encountered during the internship. You can also acknowledge the support and guidance you received from your supervisor, colleagues, or anyone else who contributed to your learning and growth during the internship.

EXECUTIVE SUMMARY

3-6 paragraph

The executive summary is a concise and focused summary of the entire internship report. It appears at the beginning of the report, typically after the table of contents. The primary purpose of the executive summary is to provide a quick overview of the key points and findings of the report. It is usually written for busy executives, stakeholders, or anyone who may not have the time to read the entire report but still needs to grasp the main highlights.

The executive summary should include a brief description of the internship project, the objectives, methods used, major findings, conclusions, and recommendations. It should be written in a clear and organized manner, and it should give the reader a clear understanding of the internship's purpose and outcomes.