Placement Report

Introduction

This section should give a clear, concise introduction to the company/institute/organisation in which you worked. It should demonstrate awareness of organisational context (e.g. customers, competitors, markets etc.) which should be quantified where possible. It should also provide an overview of the placement role and explain how the role contributed to the business/organisation. Avoid plagiarising company literature/web content.

Activities

It would not be possible to cover all the work done on placement in a report of this length; hence you should select 2 or 3 significant activities or pieces of work to focus on. You may wish to discuss this with your visiting tutor during visits/contacts.

Achievements

This section should reflect on the changes in your technical/scientific, professional and personal skills as a result of your placement. It should demonstrate self-awareness by acknowledging mistakes made and showing evidence of attempts to overcome deficiencies. It should identify growth as well as areas for future development.