**Form I – 3**

**INTERN’S DAILY DIARY**

*(To be filled by the Intern- Please ensure to email duly filled form after the completion of the internship to saman.g@sliit;lk)*

**Intern’s Information**

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| --- | --- | --- | --- |
| Intern’s Name | **Hassen F.R** | Student ID | **IT15120830** |

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| --- | --- |
| Intern’s Private Address | 573/14/1 salmaluyana,wanawasala,kelaniya |
|  |  |
| Contact Number | 0771522600 |
|  |  |
| E-mail Addresses | hassenreeshma@gmail.com |

**\*Use comma (,) to separate multiple e-mail addresses providing both company e-mail and personal e-mail**

**Internship Information**

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| --- | --- | --- | --- |
| Internship Title |  | Specialisation |  |
|  |  |  |  |
| Overall Internship Period From | Click here to enter a date. | Period To: | Click here to enter a date. |

*(To be filled by the Intern)*

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| **Internal Training Information** | | | |
| **Training Party** | **Training Description** | **Period** | |
| **From** | **To** |
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*(To be attested by the external supervisor)*

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| External Supervisor’s Name |  | Date | Click here to enter a date. |

*(To be filled by the Intern)*

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| SUMMARY OF THE KEY TASKS COMPLETED FOR THE MONTH OF <MONTH/YEAR> | |
| *(Interns should maintain weekly entries at minimum in this area, providing the summary of the task and the task duration. Interns are also advised to maintain a blog where the intern can mention blog URL here.)* | |
| DETAILS AND NOTES OF WORK CARRIED OUT, PROBLEMS ENCOUNTERED AND HOW SOLVED ETC., SKETCHES AND DIMENSIONS TO BE GIVEN WHEREVER POSSIBLE. | |
| *(Interns are advised enter information to justify and support the tasks being carried out, so that the external supervisor has a clear visibility of the work being carried out. If a blog is maintained intern can provide the blog URL here)* | |
|  | I certify that above information is correct and genuine work of mine  ***Note : The checkbox needs to be ticked by the Intern confirming authenticity of the information provided*** |

*(To be filled by the External Supervisor where supervisors should review the work once a month)*

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| REMARKS AND CERTIFICATION BY THE EXTERNAL SUPERVISOR FOR THE MONTH OF <MONTH/YEAR> | |
|  | |
|  | I certify that I have reviewed and confirmed the work carried out by the Intern is as specified above  ***Note : The checkbox needs to be ticked by the external supervisor*** |

|  |  |  |  |
| --- | --- | --- | --- |
| External Supervisor’s Name |  | Date | Click here to enter a date. |

*(To be filled by the Intern)*

|  |  |
| --- | --- |
| SUMMARY OF THE KEY TASKS COMPLETED FOR THE MONTH OF <MONTH/YEAR> | |
| *(Interns should maintain weekly entries at minimum in this area, providing the summary of the task and the task duration. Interns are also advised to maintain a blog where the intern can mention blog URL here.)* | |
| DETAILS AND NOTES OF WORK CARRIED OUT, PROBLEMS ENCOUNTERED AND HOW SOLVED ETC., SKETCHES AND DIMENSIONS TO BE GIVEN WHEREVER POSSIBLE. | |
| *(Interns are advised enter information to justify and support the tasks being carried out, so that the external supervisor has a clear visibility of the work being carried out. If a blog is maintained intern can provide the blog URL here)* | |
|  | I certify that above information is correct and genuine work of mine  ***Note : The checkbox needs to be ticked by the Intern confirming authenticity of the information provided*** |

*(To be filled by the External Supervisor)*

|  |  |
| --- | --- |
| REMARKS AND CERTIFICATION BY THE EXTERNAL SUPERVISOR FOR THE MONTH OF <MONTH/YEAR> | |
|  | |
|  | I certify that I have reviewed and confirmed the work carried out by the Intern is as specified above  ***Note : The checkbox needs to be ticked by the external supervisor*** |

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| External Supervisor’s Name |  | Date | Click here to enter a date. |