

Internship Evaluation & Reporting

Thank you for taking the time to complete this form, this evaluation will be used to assess the student's participation in the internship program.

Supervisors, using the form below please evaluate the student who interned with your organization, institution, or business. You can fill out this form electronically or you can fill it manually but eventually it must be signed and stamped from the company's side.

Please note that part I & III should be completed by the intern, part II should be completed by the direct supervisor in the company.

Part I. GENERAL INFORMATION - STUDENT'S INPUT

Student Info:

Student Name: Amin Ashraf Sobhy GUC Student ID No.: 52-1 52-13448
Faculty: Media Engineering and Technology Major: CS
Student Mobile No.: 01201608175

Internship Info:

Company Name: Enterprise Consultancy Services (ECS)
Core Industry/Business: Technology Consulting Country: Egypt
Supervisor Name: Salema Ahmed Supervisor Job Title: operation manager
Supervisor Tel. No.: _____ Supervisor Mobile No.: 01117770218
Supervisor E-mail: Salema.ahmed@ecs.co.com Training Department(s): SAP
Source of internships: (1) SCAD office (2) on my own (3) Referrals from GUC TA/Dr. ☒ Recruitment website (5) others:
Work Place: (1) Organization ☒ Head Office (3) Branch (4) Factory (5) Site (6) Others:

Part II. EVALUATION AND COMMENTS - DIRECT SUPERVISOR'S INPUT

Period of Internship (dd/mm/yyyy) (dd/mm/yyyy)
From: 06/08/2025 To: 21/09/2023
Internship nature (Enrollment Status)
☐ Part time Please specify, no. of Days per week: _____ hours per day : _____
☒ Full time Please specify, no. of Days per week: 5 hours per day : 8

Company Stamp



For SCAD internal use only

Serial no.	SCAD Comment	Academic Reviewer Comment	Academic Reviewer Signature
			<input type="checkbox"/> Accepted <input type="checkbox"/> Rejected Reason of rejection: Signature:

Please evaluate student's performance by marking the appropriate box:

For each of the following aspects, please mark the box in the rating scale that most closely corresponds to your evaluation of the profile of the student during the internship period. Please also feel free to offer comments and suggestions for changes and improvements in the space provided at the end of the form.

1=Unsatisfactory 2=Below Average 3=Satisfactory 4=Above Average 5=Excellent

	1	2	3	4	5	NA
Skills & Professional Attributes						
Ability to adapt to change				✓		
Analytical skills				✓		
Collecting data/ research data skills				✓		
Creativity			✓			
Follow up skills				✓		
Interpersonal skills with peers, supervisors, and clients			✓			
Problem solving					✓	
Punctuality				✓		
Reporting skills				✓		
Responsibility and accountability				✓		
Stress handling					✓	
Taking initiatives			✓			
Teamwork				✓		
Time management			✓			
Other:						
Technical Background						
Technical Knowledge				✓		
Compatibility of technical skills with the job					✓	
Other:						
Command of Languages						
Arabic					✓	
English					✓	
German						✓
Other:						

1=Unsatisfactory 2=Below Average 3=Satisfactory 4=Above Average 5=Excellent

	1	2	3	4	5	NA
Computer Programs & Databases						
Please use space below in specifying the program/software used during the Internship and evaluate student's performance accordingly						
SAP S/4Hana				✓		

Overall Evaluation of Student's performance and profile					
Unsatisfactory	Improvement needed	Meets expectations	Exceeds expectations	Exceptional	NA
			✓		

General Comments & Recommendations: (kindly mention intern potentials, areas of further development or technical constraints encountered during the internship period)

Yes No Maybe

Do you think similar candidates would fit in the Organization culture and qualify for job needs?

☒ ☐ ☐

Student Signature:

Amir Ashraf

Date:

23/10/2023

Supervisor Signature:

Salama Ahmed

Date:

23/10/2023

Part III. INTERNSHIP REPORT – STUDENT'S INPUT

- This report has to be prepared by the student, it must be prepared and written in a **computerized** format, submitting the report in hand written format will not be accepted.
- Kindly refer to the Internship Report writing Guidelines on the GUC intranet – SCAD office folder.
- This report will be reviewed and evaluated from internal faculty members.

Internship Title: SAP Intern

Company / Organization Name: ECS (Enterprise Consulting Services)

Introduction: (Not less than 100 words) (should depict the main purpose of the report, covering the objective out of performing this internship in this industry/company specifically then cover the outline for the report's structure)

Company / Organization Description: (Not less than 100 words)

Internship Performed Tasks: (Not less than 100 words)

Internship Evaluation: (Not less than 100 words) (This section should answer the following questions in the form of a paragraph)

What skills do you think that you have gained from the internship? Did the internship meet your expectations? If not, please explain why? How do you think the internship will influence your future career plans? How do you think the internship activities that you carried out are correlated with your studies? Which of the academic courses that you have taken in GUC were the most related to your internship?

Conclusion: (Not less than 100 words) (A summary of key conclusions derived from the internship experience. general observations about the sector in which your internship company/institution operates)

Please rate your satisfaction with the internship experience.

☒ Very satisfied ☐ Somehow satisfied ☐ Neutral ☐ Somehow dissatisfied ☐ Very dissatisfied

Would you recommend this internship to other colleagues?

☒ Yes ☐ No ☐ Maybe

References: (If any external sources are used, provide references for any information quoted)

Appendices: (Upon availability, charts, pictures, etc.)

Disclosure / Confidentiality Agreement

This agreement is to acknowledge that the information provided by any company / organization during the internship is unique to this business and confidential.

Therefore, anyone reading this agreement agrees not to disclose any of the information provided during the internship without notifying & taking the employer's / supervisor's approval.



Enterprise
Consultancy
Services

Certificate of Completion

is hereby presented to

Amir Ashraf

for successfully completing ECS RIZING TALENT PROGRAM 2023

From August 6, 2023 to September 21, 2023

Salema Abdelhamid
Operation Director

21/9/2023

Date

Internship Report

SAP Intern at ECS

The purpose of this report is to provide a comprehensive overview of my internship experience at ECS, a leading business and technology consulting services provider. This internship was undertaken with the primary objective of gaining practical insights into the dynamic field of technology and business consulting, with a specific focus on SAP systems. ECS, with its impressive track record and reputation in the industry, offered a unique opportunity to bridge the gap between academic knowledge and real-world application. In this report, I will give a brief about ECS and talk about my experience at ECS by describing my tasks and daily routines. Furthermore, I will detail the skills I acquired, how the internship met my expectations, and the impact it has had on my career plans. This report aims to serve as a comprehensive reflection of my internship experience, shedding light on the value and significance of such practical engagements.

Since its establishment in 2007, ECS has emerged as a prominent provider of business and technology consulting services, boasting offices in Egypt, Dubai, and Saudi Arabia. ECS is dedicated to aiding clients in overcoming their business challenges and delivering high-quality solutions with exceptional speed. Their comprehensive range of services encompasses strategy development, implementation, change management, and business and digital transformation solutions. With a distinguished track record comprising over 400 successful implementations across diverse industries, ECS stands as a leader in the SAP solutions industry within the UAE, KSA, and Egypt and looks forward to being the leader in the middle east. ECS maintains a straightforward mission: to empower organizations to foster innovation and enhance their capabilities through technology and digital solutions.

During my first week at ECS, I engaged in an intensive SAP course. This course equipped us with in-depth knowledge about the various SAP modules and their seamless integration, resulting in a cohesive system that enhances the efficiency of everyday business operations. At the week's conclusion, we were tasked with delivering a presentation as part of a five-member team. Our presentation aimed to showcase our comprehension of SAP's objectives, the fundamental modules, and how they harmoniously interface with one another. Over the

subsequent five weeks, we embarked on hands-on experience with SAP S/4 HANA by immersing ourselves in a real-life project. Our team was divided into pairs, and I was designated the Plant Maintenance (PM) module. This module involved overseeing the maintenance of machinery and ensuring the production line's uninterrupted operation during daily tasks. In the first week of this project, I translated the client's user requirements into a comprehensive blueprint. This blueprint served as the foundational model for configuring and implementing the system using SAP S/4 HANA software. My daily routine involved close collaboration with my supervisor to align the blueprint with the client's needs. This process included categorizing machines into classes and specifying the timing and methods of maintenance throughout their lifecycle. Over the subsequent four weeks, my daily activities commenced with a brief 10-minute scrum meeting with my supervisor. These meetings allowed us to plan the day's system configuration tasks and discuss any relevant issues that occurred on the previous day. Configuring the system entailed using the blueprint to align the system with the business processes and workflows, primarily through the SAP S/4 HANA GUI, which serves as the backend for Fiori, enhancing system usability by the end user. Throughout the day, I diligently researched and resolved any errors encountered during configuration. I relied on best practices, the SAP Help Portal, and provided textbooks to rectify these issues. By day's end, we rigorously tested by creating the test cases and running the system using them to ensure it was fully functional. In the final week, we worked towards full integration of all modules to create a cohesive and fully functional system that adhered to the user requirements, under the guidance of our module mentors. During this integration phase, my daily schedule involved meetings with my teammate and other teams responsible for other modules, such as SD, PP, and FI. These meetings were crucial for defining integration points based on the business's requirements to allow seamless use of the system and carrying out of all business processes. Also, I rigorously tested my cycles and processes alongside the integrated modules, ensuring the seamless execution of business processes and workflow using the test cases we created for each situation in each business process. On the project's last day, we conducted a comprehensive demo for our supervisors. This demonstration showcased the system's smooth operation, readiness for use, and fulfillment of all system design according to user requirements and the blueprint.

My internship at ECS not only enriched me with technical skills such as hands-on experience with SAP S/4 HANA but also honed several essential soft skills. Throughout the internship, I developed strong communication skills, both written and verbal, as I frequently interacted with team members, supervisors, and colleagues from various modules. Collaborative teamwork became second nature, as we often worked in pairs or groups to achieve project goals. Time management and organization skills were crucial, given the tight schedules and project deadlines. Additionally, problem-solving and adaptability were put to the test as I encountered and resolved various issues while configuring and testing the system. The course most closely related to my internship was Software Engineering. The principles of software engineering, including requirements gathering, system design, and testing, were directly applicable to my daily tasks and also we were using agile methods to carry out the implementation of the project by having daily scrum meetings to define daily tasks and state encountered problems. This academic foundation allowed me to specify user requirements and understand and implement the blueprint and configure the SAP system effectively according to user requirements and also allowed me to be able to design the test cases that cover the functionality of the system. Also, having previous knowledge of how agile methods work facilitated my meetings with supervisors and carrying out my daily tasks. The internship experience has broadened my perspective on how technology and digital solutions can transform businesses. It has influenced my future career plans as it will make me consider SAP as one of the career options in the future as I have now a background on how they work and how important they are, therefore I would say that my internship at ECS has exceeded my expectations as I have learnt much more than I expected and was interesting to the point i might consider a job in SAP. I would wholeheartedly recommend ECS to other GUC students, as it provides a well-rounded internship experience with hands-on experience with SAP that not only complements academic studies but also fosters personal and professional growth which will help them further down their careers.

In conclusion, my internship at ECS has been a valuable and transformative experience. Throughout this internship, I acquired an extensive set of technical skills in SAP modules, system configuration, and integration, as well as essential soft skills like communication, teamwork, time management, problem-solving, and adaptability. It not only met but exceeded my expectations by providing a hands-on, practical understanding of SAP and its real-world

applications. This internship has influenced my career plans, increasing my interest in technology and business consulting, so I will consider it for my future career options. The sector in which ECS operates, the business and technology consulting services, is dynamic and crucial in today's rapidly evolving business landscape. The demand for innovative and efficient solutions to address complex business challenges is ever-increasing, making this sector a vital player in driving organizations toward success. My experience at ECS has given me a profound appreciation for the significance of this sector and the potential it holds for aspiring professionals.