


STRICTLY CONFIDENTIAL (2nd Assessment)

 J. C. Bose University of Science & Technology, YMCA, Faridabad PROJECT REPORT OF INPLANT TRAINEE (To be filled by Department HOD/Mentor in Industry)					
Name of industry.....			Name of student		
Department:			Roll No		
Training Report: From to			Branch		
Project Title:					
Sr.No	Area	Point to be Considered	Total Mark	Marks Awarded	Remarks
1	Knowledge of work	Fundamental knowledge about project/work assigned	15		
2	Project/Practical skills	Comprehensive knowledge about the project/job assigned and the level of competency	25		
3	Punctuality about the work/job assigned	Attendance during training to be considered & filled in remarks calculate (%)	10		
4	Maturity and Initiative	Whether he/she needs constant supervision or can proceed independently	10		
5	Dealing with workers and colleagues	His/her behavior, attitude, manners and communication skills	10		
6	Application	How far he/she applies his/her mind to the work? His/her innovative tendencies/development	10		
7	Training diary	The quality and regularity with which he/she maintains the diary.	10		
8	Punctuality attendance and safety	Does he/she comes in time and is he/she regular? His/her concern about safety and general discipline.	10		
		TOTAL Marks of Columns 1-8	100		

Name of assigning department HOD/mentor

(Details of Mentor)

1. Signature.....
- Name.....
- Designation.....
- Contact No.....
- Email id.....
- Official Stamp
- Date of Assessment

(Details of HOD)

2. Signature.....
- Name.....
- Designation.....
- Contact No.....
- Email id.....
- Official Stamp
- Date of Assessment

* Please note only duly filled assessment form will be accepted.



J. C. Bose University of Science & Technology, YMCA, Faridabad

TRAINING ATTENDANCE RECORD OF STUDENT **To be filled by Department HOD/Mentor in Industry**

SECOND TRAINING ATTENDANCE RECORD OF STUDENT

1. Name of the student :
2. Roll No. :
3. Branch :
4. Name of company :
With Address

S.No.	Month	Total No. of working days	No. of days attended	Dates of absence
1.	April			
2.	May			
3.	June			

Signature: _____

Name: _____

Designation: _____

(Official stamp with date)

Please post it to:

Employment & Training Officer
J. C. Bose University of Science & Technology, YMCA
Sector-6, Mathura Road,
Faridabad-121006
Haryana