

## 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: Ali Mamdouh GUC Student ID No.: 43-3421  
Faculty: MET Major: CSE  
Student Mobile No.: 01096639066

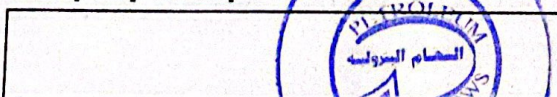
#### Internship Info:

Company Name: Petroleum Arrows  
Core Industry/Business: Petroleum Country: Egypt  
Supervisor Name: Abdelhamid Salah Supervisor Job Title: مدير الإدارة  
Supervisor Tel. No.: \_\_\_\_\_ Supervisor Mobile No.: 01225892977  
Supervisor E-mail: a.salah@parrows.net Training Department(s): Database administration  
Source of internships: (1) SCAD office (2) on my own (3) Referrals from GUC TA/Dr. (4) Recruitment website (5) others:  
Work Place: (1) Organization (2) 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)  
From: 02/02/2022 To: 02/04/2022  
Internship nature (Enrollment Status)  
☒ Part time Please specify, no. of Days per week: 5 hours per day: 4  
☐ Full time Please specify, no. of Days per week: \_\_\_\_\_ hours per day: \_\_\_\_\_

#### 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
<b>Skills &amp; Professional Attributes</b>						
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:						
<b>Technical Background</b>						
Technical Knowledge					✓	
Compatibility of technical skills with the job					✓	
Other:						
<b>Command of Languages</b>						
Arabic					✓	
English					✓	
German						✓
Other:						



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

Computer Programs & Databases	1	2	3	4	5	NA
Oracle 10g					✓	

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)

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	Yes	No	Maybe
Do you think similar candidates would fit in the Organization culture and qualify for job needs?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**Student Signature:**  
Ali Hamdouch

**Date:**  
19/6/2022

**Supervisor Signature:**  
Abdelhamid Salah

**Date:**  
19/6/2022

### 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:** ---Database Administration intern-----

**Company / Organization Name:** -----Petroleum Arrows-----

#### Introduction:

The Main purpose of this report is to report on the internship I did. The objective of performing this internship is to learn more about the industry and to learn more about how is it like to work in company that is not a tech company. This report will start by stating the company's description, what they do, and some of their history. Then, it will go on to mention the tasks I performed in this internship and the work I did along the course of this internship. Then an evaluation of the internship will be done mentioning the skills I learned from the internship, how it correlated with my studies and what academic courses were the most related to the internship

#### Company / Organization Description:

Petroleum arrows is one of the companies in the Egyptian petroleum sector, it was started up in 2007 as a shareholding company with an authorized capital of 5 billion Egyptian pounds and a capital of 5 million Egyptian Pounds. Their main services are the transportation of all primary and secondary petroleum products, and the transportation of crude oil inside and outside Egypt. The company's goal is to expand in the field of transporting crude oil from the newly discovered crude oil fields, develop all their transportation fleets, and expanding in having deals with sister companies in the Egyptian petroleum sector

#### Internship Performed Tasks:

I had my summer internship there before so I helped with finalizing the system change from oracle 10g desktop application to oracle 10g web application which included redesigning the forms to fit the new medium, and tweak and rewrite the SQL queries that are used in the reports to retrieve the needed records from the database. I made new reports and forms using SQL and oracle 10g from scratch on my own that were asked for by other employees and I fixed any bugs that were reported in any existing reports. I also worked with other team members on writing the SQL queries for the really important comprehensive reports that the high management needed.

#### Internship Evaluation:

I think I improved on my abilities to work in a team, my problem solving skills and my time management skills. As I did have an internship there before so I knew how it was there this time but as I said in my previous internship report that I didn't like to work in an industry that is not tech intensive and I didn't like to working in a company that's not a tech company. Alas, this time was actually better as I had expected as I had more responsibility and they trusted me to do more stuff on my own without guidance this time. My internship activities correlated with the studies I did concerning databases and SQL and the academic course that I have taken in the GUC that was most related to my internship is databases 1.

#### Conclusion:

To conclude, The Company I had the internship at didn't really put much care into tech. They had what is necessary to perform the tasks needed. This made me learn, over the process of having two internships in



company that I would not enjoy working outside of the tech industry. I learned many important skills and improved on the ones I already had, I deepened the bonds with my colleagues there and made new friendships. I enjoyed this internship more than the last time as I had more responsibility and my supervisor and other team members had more trust in me and included me in more important tasks.

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:

[shorturl.at/ewBDI](https://shorturl.at/ewBDI)

**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.