

SIWES REPORT GUIDELINES

Please follow the guideline strictly. Use 12-point, Times New Roman font spaced 1.5 point line spacing.

REPORT ORGANIZATION

The report should comprises of **FIVE** chapters. Before the chapters, the report should have preliminary pages as follows:-

- i* - Title Page
- ii* - Declaration
- iii* - Certification
- iv* - Dedication
- v* - Acknowledgement
- vi* - Abstract
- vii* - List of Figures
- viii* - List of Tables
- ix* - Abbreviations

Preliminary pages should be numbered with roman numerals (*i, ii, iii ...*). The chapters follow as:-

CHAPTER ONE

GENERAL INTROCTION

(Chapters heading are should centralized and bolded. Begin each Chapter on a fresh page)

- 1.1 PREAMBLE
- 1.2 SIWES AIMS AND OBJECTIVES
- 1.3 MOTIVATION FOR SELECTION OF ATTACHMENT ESTABLISHMENT/COMPANY
- 1.4 TRAINING METHODOLOGY IN SIWES PLACE
- 1.5 REPORT OUTLINE

CHAPTER TWO

THEORITICAL BACKGROUND OF THE SELECTED SIWES AREA

(Here theoretical background of the SIWES is to be presented. It should be presented in subsections starting with 2.1 Introduction)

- 2.1 INTRODUCTION
- 2.2
- 2.3

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CHAPTER THREE

DETAILS OF TRAINING UNDERGONE DURING THE SIWES

(Present the detail of the work done in the SIWES place. In the case where the SIWES is done in different places, create a separate subsection for each establishment).

3.1. INTRODUCTION

3.2.

3.3.

CHAPTER FOUR

EXPERIENCE GAINED FROM THE TRAINING AND ITS APPLICATIONS IN FUTURE CARRIER

(Present each point in subsections as 4.1., 4.2., ..., Relate the experience gained with the future carrier applications)

4.1 INTRODUCTION

4.2

CHAPTER FIVE

LIMITATIONS, DIFFICULTIES, CONCLUSION AND SUGGESTIONS TO FUTURE SIWES STUDENTS

(Highlight on the difficulties and limitations faced while doing the SIWES. Based on that, give suggestions to future SIWES students so that such difficulties can be averted)

5.1 INTRODUCTION

This chapter presents some limitations and difficulties encountered during the SIWES. Some suggestions are posited to future students going for the SIWES with a view of averting similar difficulties. The entire report is concluded in this chapter. *(Similar wordings ...)*

5.2 LIMITATIONS OF THE TRAINING

5.3 DIFFICULTIES ENCOUNTERED/FACED DURING THE SIWES/TRAINING

5.4 SUGGESTIONS TO FUTURE STUDENTS

5.5 CONCLUSION

REFERENCE

(Use standard APA style for citations and referencing)

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