

# INDUSTRIAL INTERNSHIP

## WEEKLY PERFORMANCE REPORT (WPR)

Student Name : \_\_\_\_\_

Head-Coordinator Name : \_\_\_\_\_

Organization : \_\_\_\_\_

Hours Worked : Monday \_\_\_\_\_ , Tuesday \_\_\_\_\_

Wednesday \_\_\_\_\_ , Thursday \_\_\_\_\_ , Friday \_\_\_\_\_ ,  
Saturday \_\_\_\_\_ .

Summarize your thoughts regarding your internship this week. Include duties you have performed, facts, and procedures you have learned, skills you have mastered, and observations you have made.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Head- coordinator Signature \_\_\_\_\_ Date \_\_\_\_\_

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**Instructions:** After the completed report has been signed by both the student and Head-coordinator, the head-coordinator shall scan the form to a pdf format and email it to the Director-1 ([bpmishra435@gmail.com](mailto:bpmishra435@gmail.com)) of the company. Specific problems, concerns or suggestions from either the student/ head-coordinator should be emailed separately to the C.E.O. ([info@cureya.in](mailto:info@cureya.in)) of the company.