

## Training Progress Report [1]

Note: This report must be submitted after 100 training hours.

Student Name	KAU ID	Course Code	Section

### Section 1: Description of the accomplished work

	Tasks accomplished	Approach taken to accomplish tasks	Experience gained	Techniques learned
1				
2				
3				
4				

### Section 2: Work plan for the coming period

	Task	Expected Completion Date
1		
2		
3		
4		

### Section 3: Training overall experience

1. What have you learnt in class that you have applied or observed on the job?
2. Was the organization supportive/helpful in your training? What difficulties, if any, did you face on the job?
3. Additional comments if any.

	Company Supervisor	Signature	Date	Stamp
Approval				