The kingdom of Saudi Arabia Ministry of Education KING ABDULAZIZ UNIVERSITY The Applied College Computer and Information Technology

نموذج **T4** المملكة العربية السعودية وزارة التعليم حامعة الملك عبدالعزيز الكلية التطبيقية قسم الحاسب الألى وتقنية المعلومات

Training Progress Report [2]

Note: This report must be submitted after 200 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
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