|  |
| --- |
| **Date created:       (Note: The intermediate report is to be submitted exactly 7 weeks after the start of the relevant internship to the following address:** [**IPSBWL@hs-albsig.de**](mailto:IPSBWL@hs-albsig.de) |

|  |  |  |
| --- | --- | --- |
| **Surname:** | **First name:** | **Matr. No.:** |
| **Company:** | **Department (please write clearly)** | **Private e-mail address:** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Phase of the activity**  **The most important activities up to now in the course of the internship:** | | **Own role in the activities** | | |
| **Development of the activity** | **Implementation of the activity** | **Completely independent** | **Participation** | **Mainly observed** |
| **1.** |  |  |  |  |  |  |
| **2.** |  |  |  |  |  |  |
| **3.** |  |  |  |  |  |  |
| **4.** |  |  |  |  |  |  |
| **5.** |  |  |  |  |  |  |
| **6.** |  |  |  |  |  |  |
| **7.** |  |  |  |  |  |  |
| **8.** |  |  |  |  |  |  |
| **9.** |  |  |  |  |  |  |
| **10.** |  |  |  |  |  |  |

**The most important activities in the future course of the internship:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **1.** |  |  |  |  |  |  |
| **2.** |  |  |  |  |  |  |
| **3.** |  |  |  |  |  |  |
| **4.** |  |  |  |  |  |  |
| **5.** |  |  |  |  |  |  |
| **6.** |  |  |  |  |  |  |
| **7.** |  |  |  |  |  |  |
| **8.** |  |  |  |  |  |  |
| **9.** |  |  |  |  |  |  |
| **10.** |  |  |  |  |  |  |

**The core task to be analysed/my examination topic:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |

***Main* field for my core task in business studies:   
(procurement, controlling, data processing, finances, logistics, marketing, organisation, personnel, production, taxes, auditing, etc.):**

|  |  |  |
| --- | --- | --- |
|  |  |  |

Date, Student’s signature

Date/signature

**Date created:**      

|  |  |  |
| --- | --- | --- |
| **Surname:** | **First name:** | **Matr. No.:** |
| **Company:** | **Department:** | **Private e-mail address:** |

**Have you experienced problems in terms of the *level* of the tasks assigned up to now?**

**None Minor Pronounced (I permanently receive tasks that do not correspond to the level expected of a university education)**

**Only to be completed if pronounced problems exist:**

|  |  |
| --- | --- |
| **Steps that I have already taken in order to resolve this problem:** | |
| **1.** |  |
| **2.** |  |
| **3.** |  |

|  |  |
| --- | --- |
| **Effects of the steps I have taken:** | |
| **1.** |  |
| **2.** |  |
| **3.** |  |

**Yes No**

**As regards a solution for the problem outlined above, I would like to receive support from the university:**

Date/signature