**Vocational Training Council**

**Engineering Discipline – Reflection Report for Industrial Attachment**

|  |  |  |  |
| --- | --- | --- | --- |
| **General Information** | | | |
| Student Name |  | Student No. |  |
| Programme |  | | |
| Company |  | | |
|  | | | |
| **Reflection Report** (to be completed by student) | | | |
| (Write a short essay to illustrate your achievement on the module intended outcomes (MILO) with examples/ evidence during your Industrial Attachment. The length of the report should **not be less than 500 words**. Attach additional page if necessary) | | | | |
| 1. **IA Record** (Describe and provide evidences of how you have applied your learnt professional/ technical skills in the tasks/ activities you have engaged in during IA period with work samples where appropriate – with permission of the company) | | | | |
|  | | | | |
| 1. **Key Skills Employed in IA** (Explain and elaborate your key skills such as interpersonal skills, teamwork skills, management skills, problem solving skills, communication skills and etc. learning from and/ developing in the tasks/ activities during IA period) | | | | |
|  | | | | |
| 1. **Reflection and Strengths / Weaknesses** (Identify your own strengths and weakness through reflection on the real experience gained in the attachment) | | | | |
|  | | | | |
| 1. **Personal Development Plan** (Construct your own personal development plan considering further study and setting career goals through practice or observation during IA) | | | | |
|  | | | | |

|  |  |  |
| --- | --- | --- |
|  |  |  |
| Date |  | Signature of Student |