****

**INTERNSHIP LOGS**

**www.uef.edu.vn**

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**FACULTY OF LINGUISTICS AND INTERNATIONAL CULTURES**

**INTERNSHIP LOGS**

Place of internship: :

Address :

Site supervisor :

Tel: ……………………… Email:

UEF supervisor :

Tel: ……………………… Email:

Student’s name : ………………………………………………… Student ID: …………………

Tel: ……………………… Email:

Major :

Internship duration: from ……/……./………….. to ……/……./…………..

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| **Logo UEF (Vi)** | | | **INTERNSHIP LOGS** .  **1** | |
| **Week 01** | | **Tasks** | | **Task outcomes**  ***(evaluated by the student)*** |
| **Days** | **Dates** |
| Mon | / |  | |  |
| Tue | / |  | |  |
| Wed | / |  | |  |
| Thu | / |  | |  |
| Fri | / |  | |  |
| Sat | / |  | |  |
| ***Site supervisor’s comments:***  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  Signature: | | | ***UEF supervisor’s comments:***  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  Signature: | |

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| **Logo UEF (Vi)** | | | **INTERNSHIP LOGS** .  **2** | |
| **Week 02** | | **Tasks** | | **Task outcomes**  ***(evaluated by the student)*** |
| **Days** | **Dates** |
| Mon | / |  | |  |
| Tue | / |  | |  |
| Wed | / |  | |  |
| Thu | / |  | |  |
| Fri | / |  | |  |
| Sat | / |  | |  |
| ***Site supervisor’s comments:***  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  Signature: | | | ***UEF supervisor’s comments:***  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  Signature: | |

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| **Logo UEF (Vi)** | | | **INTERNSHIP LOGS** .  **3** | |
| **Week 03** | | **Tasks** | | **Task outcomes**  ***(evaluated by the student)*** |
| **Days** | **Dates** |
| Mon | / |  | |  |
| Tue | / |  | |  |
| Wed | / |  | |  |
| Thu | / |  | |  |
| Fri | / |  | |  |
| Sat | / |  | |  |
| ***Site supervisor’s comments:***  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  Signature: | | | ***UEF supervisor’s comments:***  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  Signature: | |
| **Logo UEF (Vi)** | | | **INTERNSHIP LOGS** .  **4** | |
| **Week 04** | | **Tasks** | | **Task outcomes**  ***(evaluated by the student)*** |
| **Days** | **Dates** |
| Mon | / |  | |  |
| Tue | / |  | |  |
| Wed | / |  | |  |
| Thu | / |  | |  |
| Fri | / |  | |  |
| Sat | / |  | |  |
| ***Site supervisor’s comments:***  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  Signature: | | | ***UEF supervisor’s comments:***  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  Signature: | |

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| **Logo UEF (Vi)** | | | **INTERNSHIP LOGS** .  **5** | |
| **Week 05** | | **Tasks** | | **Task outcomes**  ***(evaluated by the student)*** |
| **Days** | **Dates** |
| Mon | / |  | |  |
| Tue | / |  | |  |
| Wed | / |  | |  |
| Thu | / |  | |  |
| Fri | / |  | |  |
| Sat | / |  | |  |
| ***Site supervisor’s comments:***  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  Signature: | | | ***UEF supervisor’s comments:***  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  Signature: | |

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| **Logo UEF (Vi)** | | | **INTERNSHIP LOGS** .  **6** | |
| **Week 06** | | **Tasks** | | **Task outcomes**  ***(evaluated by the student)*** |
| **Days** | **Dates** |
| Mon | / |  | |  |
| Tue | / |  | |  |
| Wed | / |  | |  |
| Thu | / |  | |  |
| Fri | / |  | |  |
| Sat | / |  | |  |
| ***Site supervisor’s comments:***  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  Signature: | | | ***UEF supervisor’s comments:***  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  Signature: | |

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| **Logo UEF (Vi)** | | | **INTERNSHIP LOGS** .  **7** | |
| **Week 07** | | **Tasks** | | **Task outcomes**  ***(evaluated by the student)*** |
| **Days** | **Dates** |
| Mon | / |  | |  |
| Tue | / |  | |  |
| Wed | / |  | |  |
| Thu | / |  | |  |
| Fri | / |  | |  |
| Sat | / |  | |  |
| ***Site supervisor’s comments:***  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  Signature: | | | ***UEF supervisor’s comments:***  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  Signature: | |

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| **Logo UEF (Vi)** | | | **INTERNSHIP LOGS** .  **8** | |
| **Week 08** | | **Tasks** | | **Task outcomes**  ***(evaluated by the student)*** |
| **Days** | **Dates** |
| Mon | / |  | |  |
| Tue | / |  | |  |
| Wed | / |  | |  |
| Thu | / |  | |  |
| Fri | / |  | |  |
| Sat | / |  | |  |
| ***Site supervisor’s comments:***  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  Signature: | | | ***UEF supervisor’s comments:***  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  Signature: | |

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| **Logo UEF (Vi)** | | | **INTERNSHIP LOGS** .  **9** | |
| **Week 09** | | **Tasks** | | **Task outcomes**  ***(evaluated by the student)*** |
| **Days** | **Dates** |
| Mon | / |  | |  |
| Tue | / |  | |  |
| Wed | / |  | |  |
| Thu | / |  | |  |
| Fri | / |  | |  |
| Sat | / |  | |  |
| ***Site supervisor’s comments:***  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  Signature: | | | ***UEF supervisor’s comments:***  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  Signature: | |

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| **Logo UEF (Vi)** | | | **INTERNSHIP LOGS** .  **10** | |
| **Week 10** | | **Tasks** | | **Task outcomes**  ***(evaluated by the student)*** |
| **Days** | **Dates** |
| Mon | / |  | |  |
| Tue | / |  | |  |
| Wed | / |  | |  |
| Thu | / |  | |  |
| Fri | / |  | |  |
| Sat | / |  | |  |
| ***Site supervisor’s comments:***  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  Signature: | | | ***UEF supervisor’s comments:***  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  Signature: | |

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| **Logo UEF (Vi)** | | | **INTERNSHIP LOGS** .  **11** | |
| **Week 11** | | **Tasks** | | **Task outcomes**  ***(evaluated by the student)*** |
| **Days** | **Dates** |
| Mon | / |  | |  |
| Tue | / |  | |  |
| Wed | / |  | |  |
| Thu | / |  | |  |
| Fri | / |  | |  |
| Sat | / |  | |  |
| ***Site supervisor’s comments:***  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  Signature: | | | ***UEF supervisor’s comments:***  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  Signature: | |

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| **Logo UEF (Vi)** | | | **INTERNSHIP LOGS** .  **12** | |
| **Week 12** | | **Tasks** | | **Task outcomes**  ***(evaluated by the student)*** |
| **Days** | **Dates** |
| Mon | / |  | |  |
| Tue | / |  | |  |
| Wed | / |  | |  |
| Thu | / |  | |  |
| Fri | / |  | |  |
| Sat | / |  | |  |
| ***Site supervisor’s comments:***  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  Signature: | | | ***UEF supervisor’s comments:***  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  Signature: | |

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| **Logo UEF (Vi)** | | | **INTERNSHIP LOGS** .  **13** | |
| **Week 13** | | **Tasks** | | **Task outcomes**  ***(evaluated by the student)*** |
| **Days** | **Dates** |
| Mon | / |  | |  |
| Tue | / |  | |  |
| Wed | / |  | |  |
| Thu | / |  | |  |
| Fri | / |  | |  |
| Sat | / |  | |  |
| ***Site supervisor’s comments:***  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  Signature: | | | ***UEF supervisor’s comments:***  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  Signature: | |

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| **Logo UEF (Vi)** | | | **INTERNSHIP LOGS** .  **14** | |
| **Week 14** | | **Tasks** | | **Task outcomes**  ***(evaluated by the student)*** |
| **Days** | **Dates** |
| Mon | / |  | |  |
| Tue | / |  | |  |
| Wed | / |  | |  |
| Thu | / |  | |  |
| Fri | / |  | |  |
| Sat | / |  | |  |
| ***Site supervisor’s comments:***  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  Signature: | | | ***UEF supervisor’s comments:***  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  Signature: | |

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| **Logo UEF (Vi)** | | | **INTERNSHIP LOGS** .  **15** | |
| **Week 15** | | **Tasks** | | **Task outcomes**  ***(evaluated by the student)*** |
| **Days** | **Dates** |
| Mon | / |  | |  |
| Tue | / |  | |  |
| Wed | / |  | |  |
| Thu | / |  | |  |
| Fri | / |  | |  |
| Sat | / |  | |  |
| ***Site supervisor’s comments:***  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  Signature: | | | ***UEF supervisor’s comments:***  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  Signature: | |

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| **Logo UEF (Vi)** | | | **INTERNSHIP LOGS** .  **16** | |
| **Week 16** | | **Tasks** | | **Task outcomes**  ***(evaluated by the student)*** |
| **Days** | **Dates** |
| Mon | / |  | |  |
| Tue | / |  | |  |
| Wed | / |  | |  |
| Thu | / |  | |  |
| Fri | / |  | |  |
| Sat | / |  | |  |
| ***Site supervisor’s comments:***  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  Signature: | | | ***UEF supervisor’s comments:***  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  …………………………………………………………………….  Signature: | |

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| **Logo UEF (Vi)** | **INTERNSHIP LOGS** .  **17** |
| **END-OF-INTERNSHIP COMMENTS** | |
| **SITE SUPERVISOR’S COMMENTS** | |
| ...................................................................................................................................................................................  ...................................................................................................................................................................................  ...................................................................................................................................................................................  ...................................................................................................................................................................................  ...................................................................................................................................................................................  ...................................................................................................................................................................................  ...................................................................................................................................................................................  **Confirmation by place of internship Site supervisor**  *(Signature and company/organisation’s seal) (Signature and full name)* | |
|  | |
| **UEF SUPERVISOR’S COMMENTS** | |
| ...................................................................................................................................................................................  ...................................................................................................................................................................................  ...................................................................................................................................................................................  ...................................................................................................................................................................................  ...................................................................................................................................................................................  ...................................................................................................................................................................................  ...................................................................................................................................................................................  **UEF supervisor**  *(signature and full name)* | |