# metin, logo, yazı tipi, simge, sembol içeren bir resim  Açıklama otomatik olarak oluşturuldu

**FACULTY OF ENGINEERING AND NATURAL SCIENCES**

**DEPARTMENT OF MOLECULAR BIOLOGY AND GENETICS**

**STUDENT INTERNSHIP NOTEBOOK**

**Name-Surname : ……………………….**

 **Student ID : ………………………..**

**ACIBADEM MEHMET ALİ AYDINLAR UNIVERSITY**

**FACULTY OF ENGINEERING AND NATURAL SCIENCES**

**DEPARTMENT OF MOLECULAR BIOLOGY AND GENETICS**

|  |
| --- |
| **STUDENT INTERN:** |
| NAME SURNAME: |   | PHOTOGRAPH |
| STUDENT NUMBER: |   |
| COURSE CODE & NAME | MBG 031- Summer Research |
| YEAR OF UNDERGRADUATE STUDY: |   |
| ACADEMIC YEAR OF INTERNSHIP: |   |
|  |  |  |
| **ORGANIZATION/INSTITUTION OF INTERNSHIP:** |
| NAME OF ORGANIZATION/INSTITUTION: |    |
| ADDRESS OF ORGANIZATION/INSTITUTION: |    |
| PHONE NO OF ORGANIZATION/INSTITUTION: |  |
| EMAIL OF ORGANIZATION/INSTITUTION: |  |
| START OF INTERNSHIP: |    |
| END OF INTERNSHIP: |    |
|  |  |  |
| **INTERNSHIP SUPERVISOR \*** |
| NAME SURNAME: |   |
| TITLE |  |
| DATE: ……/……../……… |
| SIGN AND CACHET |

\* Required to be filled in by institution official.

**INSTRUCTIONS FOR INTERNSHIP**

**IMPORTANT REQUIREMENTS**

* **The internship must be carried out in the fields such as life sciences, medical biotechnology or bioengineering.**
* **The methods employed during the internship can be wet-lab methods and/or in-silico methods for biological research.**
* **If need be, the intern is allowed to observe ongoing research for a maximum of three workdays (All observation must also be noted in the internship notebook daily). The remaining 17 days must involve hands-on experiments and/or analysis.**
1. The internship notebook must be submitted to the internship commission in a protective spiral or plastic binding.
2. The cover page must have the signature and seal/cachet of the internship supervisor.
3. The internship notebook must be prepared in English.
4. The internship notebook should be filled as a MS Office Word document (Times New Roman, 12 pts). Handwritten notebooks will not be accepted.
5. Please explain the details of the experiments performed in each working day of your internship (minimum 100 words), starting from page 1 and specify the date. If your daily tasks take more than one page, feel free to expand further.

You can add drawings, figures, tables, etc. to the page for that day.

1. Each page will be signed by the internship supervisor.
2. Write the descriptions of the tasks you have performed during your internship in Table 2. You can add rows to the table if needed.

**Notebook and Internship Assessment Form Submission**

Internship assessment form must be filled in by internship supervisor and must be submitted to the Internship Commission in a closed envelope.

Your internship notebook and all other required documents must be submitted to the Internship Commission at the end of the second week of the Fall Semester.

Please do not forget to sign your name in the Summer Research Course Student list upon submission of all your documents and internship notebook.

**TABLE 1. CHECKLIST**

|  |  |
| --- | --- |
| The cover page is completely filled. (signature, cachet and picture of the intern) |  |
| There is the signature of the internship supervisor on the cover page. |  |
| There is the signature of the internship supervisor on each page. |  |
| Insurance certificate has been provided as an attachment |  |
| Pages containing the work done in the internship and the summary table have the supervisor’s signature. |  |
| Your internship supervisor has been informed by the student how to fill in the intern student evaluation form (signature and cachet) |  |
| The internship student evaluation form was filled in by the supervisor of the internship place and delivered in a sealed envelope. |  |

**TABLE 2. SUMMARY OF THE TASKS PERFORMED DURING INTERNSHIP**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Description of the task** | **Task start date** | **Task end date** |
| **1** |  |  |  |
| **2** |  |  |  |
| **3** |  |  |  |
| **4** |  |  |  |
| **5** |  |  |  |
| **6** |  |  |  |
| **7** |  |  |  |
| **8** |  |  |  |
| **9** |  |  |  |
| **10** |  |  |  |
| **11** |  |  |  |
| **12** |  |  |  |
| **13** |  |  |  |
| **14** |  |  |  |
| **15** |  |  |  |
| **16** |  |  |  |
| **17** |  |  |  |
| **18** |  |  |  |
| **19** |  |  |  |
| **20** |  |  |  |

Supervisor Signature :

**INTERNSHIP DAILY ACTIVIES NOTEBOOK**

**1. Day / Date:**

**Daily Activities:**

**Detailed description of the activities:**

Supervisor Signature :

**INTERNSHIP DAILY ACTIVIES NOTEBOOK**

**2. Day / Date:**

**Daily Activities:**

**Detailed description of the activities:**

Supervisor Signature :

**INTERNSHIP DAILY ACTIVIES NOTEBOOK**

**3. Day / Date:**

**Daily Activities:**

**Detailed description of the activities:**

Supervisor Signature :

**INTERNSHIP DAILY ACTIVIES NOTEBOOK**

**4. Day / Date:**

**Daily Activities:**

**Detailed description of the activities:**

Supervisor Signature :

**INTERNSHIP DAILY ACTIVIES NOTEBOOK**

**5. Day / Date:**

**Daily Activities:**

**Detailed description of the activities:**

Supervisor Signature :

**INTERNSHIP DAILY ACTIVIES NOTEBOOK**

**6. Day / Date:**

**Daily Activities:**

**Detailed description of the activities:**

Supervisor Signature :

**INTERNSHIP DAILY ACTIVIES NOTEBOOK**

**7. Day / Date:**

**Daily Activities:**

**Detailed description of the activities:**

Supervisor Signature :

**INTERNSHIP DAILY ACTIVIES NOTEBOOK**

**8. Day / Date:**

**Daily Activities:**

**Detailed description of the activities:**

Supervisor Signature :

**INTERNSHIP DAILY ACTIVIES NOTEBOOK**

**9. Day / Date:**

**Daily Activities:**

**Detailed description of the activities:**

Supervisor Signature :

**INTERNSHIP DAILY ACTIVIES NOTEBOOK**

**10. Day / Date:**

**Daily Activities:**

**Detailed description of the activities:**

Supervisor Signature :

**INTERNSHIP DAILY ACTIVIES NOTEBOOK**

**11. Day / Date:**

**Daily Activities:**

**Detailed description of the activities:**

Supervisor Signature :

**INTERNSHIP DAILY ACTIVIES NOTEBOOK**

**12. Day / Date:**

**Daily Activities:**

**Detailed description of the activities:**

Supervisor Signature :

**INTERNSHIP DAILY ACTIVIES NOTEBOOK**

**13. Day / Date:**

**Daily Activities:**

**Detailed description of the activities:**

Supervisor Signature :

**INTERNSHIP DAILY ACTIVIES NOTEBOOK**

**14. Day / Date:**

**Daily Activities:**

**Detailed description of the activities:**

Supervisor Signature :

**INTERNSHIP DAILY ACTIVIES NOTEBOOK**

**15. Day / Date:**

**Daily Activities:**

**Detailed description of the activities:**

Supervisor Signature :

**INTERNSHIP DAILY ACTIVIES NOTEBOOK**

**16. Day / Date:**

**Daily Activities:**

**Detailed description of the activities:**

Supervisor Signature :

**INTERNSHIP DAILY ACTIVIES NOTEBOOK**

**17. Day / Date:**

**Daily Activities:**

**Detailed description of the activities:**

Supervisor Signature :

**INTERNSHIP DAILY ACTIVIES NOTEBOOK**

**18. Day / Date:**

**Daily Activities:**

**Detailed description of the activities:**

Supervisor Signature :

**INTERNSHIP DAILY ACTIVIES NOTEBOOK**

**19. Day / Date:**

**Daily Activities:**

**Detailed description of the activities:**

Supervisor Signature :

**INTERNSHIP DAILY ACTIVIES NOTEBOOK**

**20. Day / Date:**

**Daily Activities:**

**Detailed description of the activities:**

Supervisor Signature :

**INTERNSHIP DAILY ACTIVIES NOTEBOOK**

**21. Day / Date:**

**Daily Activities:**

**Detailed description of the activities:**

Supervisor Signature :

**INTERNSHIP DAILY ACTIVIES NOTEBOOK**

**22. Day / Date:**

**Daily Activities:**

**Detailed description of the activities:**

Supervisor Signature :

**DAILY INTERNSHIP NOTEBOOK**

**Additional day-s (if any) / Date:**

**Daily Activities:**

**Detailed description of the activities:**

Supervisor Signature