

An
Industrial Training Report
on
Title
At
Name of the Organisation

Report submitted in partial fulfillment of the requirement for award of
Bachelor of Technology

Name of the student
Roll No.

Name of the Supervisor
Designation



DEPARTMENT OF _____ ENGINEERING

GL BAJAJ GROUP OF INSTITUTIONS, MATHURA

Approved by AICTE Affiliated to Dr APJ AKTU, Lucknow
NH#2, Mathura-Delhi Road, PO-Akbarpur, Mathura-281406 (UP)

[Handwritten signatures]

Instructions

Report Format:

Print on both the sides of the paper.

1. Front Page is Yellow
2. Use font: Times New Roman
3. Use font size:
 - ❖ For Titles 16 Bold,
 - ❖ For subtitles 14
 - ❖ For normal text 12
4. Use margins:
 - ❖ Left margin: 1.5"
 - ❖ Right margin: 1"
 - ❖ Top and Bottom margins: 1"
 - ❖ Text should be justified.
5. Use line spacing: 1.5
6. The report should be spiral bound
7. Be in contact with your mentor for corrections / addition / deletions (if any) in the Report. The Student should sign on the acknowledgement and declaration.
8. Certificate from the industry should be on the Industry Letterhead.
9. No. of copies required: Two (2)
 - (a) Department copy
 - (b) Student Copy

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4	Introduction to the Industry / Institution	1
5	Company Profile : (a) Company Name with full address b) Establishment Year, Owner Name, Annual Turnover etc. c) Nature of business of the Industry / Institution (Automobile industry / Steel Industry / Training Institute / Leather Industry etc. d) Name of Department(Production / Assembly / Maintenance etc.) with Supervisor / HOD Name) e) Add Organizational Chart	2
6	Different products / activities of the Industry / Institution with brief declaration along with picture	
7	Industrial Training at a Glance (brief introduction)	
8	Details about Machines used in company (Full specification)	
9	Details about machine you worked / trained on (Full specification)	
10	Major Customers / Competitors	
11	Observations, Results and Conclusions	

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CERTIFICATE

Certificate from the Industry (Should be on the Industry's letterhead)

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DECLARATION

I, hereby declare that the work, which is being presented in this report "Title of Report" in partial fulfillment of the requirement for the award of Bachelor of Technology in and submitted to the Department of, G L Bajaj Group of Institutions, Mathura, is an authentic record of our work carried within the premises of "Company Name", under the supervision of "Supervisor/Manager Name" (Designation).

The contents of this report, in full or in parts, have not been submitted to any other Institute or University for the award of any degree and are free from plagiarism.

Signature of the Student
Name of the Student
Roll No.

Handwritten signatures in blue ink, including a large stylized signature and several smaller ones.

ACKNOWLEDGEMENT

I am extremely grateful to "Company Name" for providing me the opportunity to carry out my vocational training at their facility. Special thanks are due to (Name of Manager / Engineer / Supervisor) for their continuous support and guidance in being my mentor. Last but not the least; I would also like to extend my gratefulness to all the supervisors and technicians, right from the highest to the simplest, for their constant and enthusiastic support.

My Sincere thanks to Respected Director Dr....., and Head of the Department,, and the members of faculty for providing me wonderful opportunities and giving me a chance to have exposure to working conditions in the company.

Signature of the Student
Name of the Student
Roll No.


(Dr. Jagvir Singh)


(Dr. Ramesh Kaur)


(Nishant Kumar)


(Anshu Kaur)

