

OSTİM TECHNICAL UNIVERSITY

FACULTY OF ENGINEERING

WORKPLACE TRAINING / PRACTICE / EXPERIENCE REPORT

DEPARTMENT OF COMPUTER ENGINEERING

NAME-SURNAME

YEAR

**FACULTY OF ENGINEERING WORKPLACE TRAINING / PRACTICE / EXPERIENCE 20…/ 20… ACADEMIC YEAR …….. SEMESTER REPORT**

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| **STUDENT INFORMATION** |
| **Student's Name and Surname** |  |
| **Place and Year of Birth** |  |
| **Faculty Number** |  |
| **Department** |  |
| **Lesson code** |  |
| **Phone number** |  |
| **E-mail address** |  |

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| **BUSINESS / COMPANY INFORMATION** |
| **Name** |  |
| **Address** |  |
| **Production / Service Area** |  |
| **Phone number** |  |
| **E-mail address** |  |

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| **WORKPLACE SPONSOR INFORMATION** |
| **Name and surname** |  |
| **Position / Title** |  |
| **Phone number** |  |
| **E-mail address** |  |

**REPORT WRITING RULES**

1. Reports should be written only on one side of the paper using a computer. Times New Roman (12) font should be used.
2. While writing the inside of the tables, maximum 12 and at least 8 font size can be used. Font sizes other than these values ​​should not be used.
3. There should be a one-stroke break after the comma and the period.
4. 2.5 cm margins should be left at the top and left edges of each page, and 2.5 cm at the bottom and right edges.
5. To center the text part of the page after binding; texts should be centered according to the written block. In report writing, all lines should start from the end of the left margin and the text should be written justified on both sides. Single line spacing should be used in the text.
6. Single line spacing should be used for explanations of figures and tables, citations, footnotes and reference list.
7. The Report will consist of the following sections:

a. Information Form (See page 2)

b. Questions to be answered section (Business General Information, questions according to course codes should be answered in order. The questions are given starting on the 4rd page.)

c. Conclusion Section

d. Annexes Section (Additional data, tables, figures, graphics, technical drawings, photographs, brochures, etc. documents specified in the report, if any, will be added in this section.)

1. After filling out the information form, students will start answering the questions one by one. The sample page for the question answering page is given in Appendix 1. Students may reproduce this page as many times as necessary.

**BUSINESS GENERAL INFORMATION**

1. Give information about the name of the business, the subject of work, the place of establishment and its short history.
2. Type of business (incorporated, limited, ...) Give information about the resources and capital structure of the business.
3. Give information about the capital of the enterprise, production capacity, annual sales amounts and number of employees.
4. Give information about the product types of the enterprise and the annual production amount, market price etc. of these products.
5. Indicate the number of Electrical and Electronics Engineers in the enterprise, their names, and in which position they are assigned.
6. By drawing the organizational chart of the business, show which units constitute the production and all other business functions, relations between units, authorities and responsibilities.

**QUESTIONS REGARDING WED 124 COURSE (1st YEAR 2nd SEMESTER)**

1. Show on the organizational chart which units carry out general business functions. (General business functions: Management, Production, Marketing, Finance, Accounting, Personnel, Research & Development, Public Relations).
2. What are the computer engineering activities in the company? What tasks are computer engineers employed to perform?
3. Explain the positive/negative aspects of the company’s computer engineering activities.
4. Did you take an active part in the company or did you take the necessary activities to solve any problem or did you take part in any project as a computer engineer?
5. Give information about the tools used in the software and hardware products in the company. Give information about the purposes, technologies and usage processes of the tools used.
6. Define the company’s employees and products as a struct.
7. If there are software libraries used by the company, give information about these libraries. Otherwise, explain 3 examples of libraries.
8. Is there a project or a study where pointers are used in the company you work for? If a pointer is used, please explain with examples the purpose of use in the company and in general.

**QUESTIONS REGARDING WAP 225 COURSE (2nd CLASS 1st SEMESTER)**

1. If your business is different from the company you used to apply for the previous workplace, answer the questions 1, 2, 3 and 5 of the WED 124 course code.
2. Answer the 4 questions of the WED 124 course code.
3. Give information about the algorithms applied in the company and their data structures.
4. Please provide information about the algorithms you used during the workplace application process.
5. What is the searching/sorting algorithms applied in the company?
6. Give information about the databases used in the company.
7. Provide information about the activities is related to hardware in which you are involved in the company.

**QUESTIONS REGARDING WAP 226 COURSE (2nd CLASS 2nd SEMESTER)**

1. If your business is different from the company you used to apply for the previous workplace, answer the questions 1, 2, 3 and 5 of the WED 124 course code.
2. Answer the 4 questions of the WED 124 course code.
3. Draw a UML diagram for data process/structure/system used in the company
4. Which firewall is used in your company? Investigate its features and functions.

**QUESTIONS REGARDING WAP 325 COURSE (3rd GRADE 1ST SEMESTER)**

1. If your business is different from the company you used to apply for the previous workplace, answer the questions 1, 2, 3 and 5 of the WED 124 course code.
2. Answer the 4 questions of the WED 124 course code.
3. What operating systems are used in the company? Please provide detailed information about the type of operating systems used in the company (multi-user, server, etc.).
4. Please provide detailed information about the software developed with open-source code in the company.
5. Make an algorithmic analysis of the algorithms you use during the workplace application process.
6. Make an algorithmic analysis of a technical problem or project belonging to the company that needs to be resolved.

**QUESTIONS REGARDING WEX 326 COURSE (3rd CLASS 2nd SEMESTER)**

1. If your business is different from the company you used to apply for the previous workplace, answer the questions 1, 2, 3 and 5 of the WED 124 course code.
2. Answer the 4 questions of the WED 124 course code.
3. Please provide detailed information about the database management systems used in the company. If it is not actively used in the company, please provide information about the units that need a data management. Classify database management systems and compare their features and indicate priorities between them.
4. Please provide information about whether a cloud-based storage or backup process is carried out in the company. Give detailed information about the pros and cons of using cloud-based systems.
5. Give information about the company's network architecture.
6. Draw the domain diagram structure of a product used by the company. Explain how you chose the features to be included in each node.
7. Specify the features of a corporate software used in the company.
8. Make a risk analysis of an existing computer engineering process in the company.

**QUESTIONS REGARDING WEX 425 COURSE (4th CLASS 1st SEMESTER)**

1. If your business is different from the company you used to apply for the previous workplace, answer the questions 1, 2, 3 and 5 of the WED 124 course code.
2. Answer the 4 questions of the WED 124 course code.
3. Write down the development process in detail for the software developed in the company.
4. Describe the structure and process established for the firm's network-based activities.
5. Make the corporate network structure of the institution, you are working with, with the help of utilities.

**QUESTIONS REGARDING WEX 426 COURSE (4th GRADE 2nd SEMESTER):**

1. If your business is different from the company you used to apply for the previous workplace, answer the questions 1, 2, 3 and 5 of the WED 124 course code.
2. Answer the 4 questions of the WED 124 course code.
3. Write down the development process in detail for the software developed in the company.
4. Describe the structure and process established for the firm's network-based activities.
5. Make the corporate network structure of the institution, you work with, with the help of utilities.

**EVALUATION QUESTIONS**

1. Please describe the work you have done in an average day during this internship.
2. Write down how you feel in the company as an engineer candidate, covering one day at the beginning, middle and end of the internship.
3. Do you find this practical study instruction sufficient?
4. If there are topics and questions you want to add, you can add them and answer these questions.
5. Indicate the contributions (positive/negative attitudes) of the personnel in the enterprise to your practical work.
6. Evaluate the contribution of your internship to your education.

**APPENDIX 1 1**

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