Date of submission: yyyy / mm / dd

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| --- | --- |
| Type of internship program | Domestic / overseas internship Long-term / short-term internship (Select each applicable item.)  |
| Internship program period (including preparatory and post-internship phases)  | From to ( days in total) |
| Internship training period |  From to  |
| Student’s name |  | Graduate school |  | Year at graduate school |  |
| Supervisor’s name  |  | Report and approval to your supervisor |  Yes / Not yet |
| Host organization |  | Person in charge at host organization  |  |
| Approval of host organization for publicizing internship experience report (Entry is mandatory.) \* Attach copy of email in which host organization gives approval. | Publicizing internship experience report is:Approved / Not approved |
| \* Send this report to the HWIP office by email within four weeks after the internship training period is over. (office-*n* @humanware.osaka-u.ac.jp: *n* = ordinal number of your class at HW) \* Do not change the size of the form fields. (Refer to the application form in pdf format.) You may use figures and tables.\* If you completed internship training at two organizations, submit this report for each of the organizations.\* If you participated in an overseas internship, outline the internship and your experience in English below.\* In addition to submitting this report, you may be required to make an oral presentation on your internship experience or write your experience separately.\* When writing this report, bear in mind that your internship experience report may be published on the website of HWIP or used for publicity by Osaka University without informing you.\* Excluding descriptions about research, your report may be used by HWIP for reporting or publicity without informing you. |
| Description of internship training (If you participated in an overseas internship, describe your internship training in English.)  |
| [Outline] \* Write a brief description of your internship training in about 220 words.(Delete all the sentences written in red when filling in this field.)* Information given in this field is used by HW staff to evaluate your internship activities and is not shown to any third party. However, you are not allowed to disclose, even to HW staff, any information designated as confidential, including intellectual property. Therefore, briefly describe what you did in the internship including your research activities but without violating your confidentiality obligations.
* You may give information or attach photographs relating to your research activities during the internship period only if approved by the host organization. If you are not permitted to give information on your research activities, write to that effect.
* Clearly describe what your purpose was, what experience you had, and how you achieved personal growth during the internship period, including the preparatory phase.
* Do not change the size of the form field. You may use figures and tables.
* If online activities were included, please be specific about how you reported, consulted, communicated, and how you approved your daily work.
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| [Details] |
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| Internship Experience Report (If you participated in an overseas internship, describe your internship experience in English.)  |
| (Delete all the sentences written in red when filling in this field.)* Do not change the size of the form field in this and following pages. You may use figures and tables.
* This internship experience report will also be used to evaluate your internship activities.
* Obtain approval of the host organization for the contents of your report, including for disclosure to third parties of the information you give here. (The host organization may not want company names or proper names to be disclosed. Therefore, make sure to give only information that is permitted by the host organization.)
* When writing this report, bear in mind that your report will be available to future internship participants for reference and may be disclosed to third parties on the website or by other means.
* Write your internship experience in an easy-to-understand manner and remember this report will be used for outreach purposes. Focus on the following points:
* Lessons learned and problems faced while preparing for the internship
* Purpose of internship and knowledge gained through the internship experience (e.g. R&D procedures and policy development process)
* What you learned and realized through the internship concerning communications with colleagues, supervisors and/or academic staff
* Improvements you made and goals you failed to achieve, and how you will use the experience for your future career
* What you learned from working in academia or industry outside of the laboratory (advantages and difficulties)
* What you discovered about daily living in the country of the host organization, such as lodging, meals, safety, commodity prices and weekend activities
* Other lessons learned from the internship that you think important (e.g. how positive involvement in internship activities helped you grow as a doctoral student)
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| Internship Experience Report (continued from the previous page) |
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