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| 本科生实习（社会调查）报告  Internship (Investigation) Report | | | | | | | | |
| □ 认知实习 (Cognition) | | | □ 专业实习 (Professional) | | | □毕业实习 (Graduation) | | |
|  | | | | | | | | |
| 学 院（College） | | |  | | | |
| 专 业 (Major) | | |  | | | |
| 班 级 (Class) | | |  | | | |
| 学 号 (Student ID) | | |  | | | |
| 姓 名 (Name) | | |  | | | |
| 指导教师 (Instructor) | | |  | | | |
|  | | | | | | | | |
|  | | 年 | | 月 | 日 | |  | |

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| 实习（Internship） | 时间  (Duration) | 年 月 日 至 年 月 日  From ( / / ) To ( / / ) | | |
| 社会调查  (Investigation) |
| 实习（Internship） | 单位名称  （Organization） |  | 学院实习基地  Practice Base | 🞏 是(Yes) |
| 社会调查  (Investigation) | 🞏 否（No） |
| 实习（社会调查）单位/项目简介  Brief Introduction to the Organization or Project | | | | |
| （英文，由学生填写，字数不少于300字）(Completed by students in English, not less than 300 words.) | | | | |

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| 实习（社会调查）记录及所在单位评语  Practice Content and Evaluation by the Organization | | | | | | | | |
| 实习记录（实习内容，由实习单位填写,中英文均可）  Practice Content (Completed by the Internship Organization in Chinese or English) | | | | | | | | |
| 出勤（天）  Attendance (Day) | | 缺勤（天）/Absence (Day) | | | | | | |
| 事假  (Personal Leave) | | 病假  (Sick Leave) | | 旷工  (Absenteeism) | | 合计  (Total) |
|  | |  | |  | |  | |  |
| 表现评语（由实习单位的企业导师填写）  Performance Comments (Completed by Corporate Tutor in Chinese or English)  实习成绩（企业导师给出百分制成绩）：  Internship Results (Marked by Corporate Tutor with 100-mark System)  实习单位盖章(Seal)：（企业公章或人事专用章，其他章无效）  负责人签字(Signature)：  年(Year) 月 (Month） 日（Day） | | | | | | | | |
| **实习(社会调查)计划**  **(Internship/Investigation Plan)** | | | | | | | | |
| （英文，由学生填写，字数不少于300字）  (Completed by students in English, not less than 300 words.) | | | | | | | | |
| **实习(社会调查)总结 / Internship（Investigation） Report**  （由学生用英文填写，包括：实习工作内容、遇到的问题，实习的收获、个人感悟等）  (Completed by student in English, including internship content, problems encountered, gains and conclusions……) | | | | | | | | |
| 认识实习，字数不少于2000字；Cognition Practice, no less than 2000 words;  专业实习，字数不少于3000字；Professional Practice, no less than 3000 words;  毕业实习，字数不少于4000字；Graduation Practice, no less than 4000 words;  格式要求：Times New Roman五号；行间距1.5倍。Font: Times New Roman 5; line spacing 1.5. | | | | | | | | |
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| **实习（社会调查）支撑材料粘贴处**  **Attach supporting materials for the internship/Investigation**  （实习（社会调查）期间的工作照片，实习期间所做工作资料的原件、照片、复印件等）  (Supporting materials for the internship/Investigation, including photos of working, original copy or photocopy or pictures of working data) | | | | | | | | |
| 校内指导教师评价意见  Evaluation and Comments by College Tutor | | | | | | | | | |
| （校内指导教师填写，英文。要求对学生实习资料的完整性、真实性进行评价，对实习计划和实习总结的质量进行评价。）  (Complete by college tutor in English, evaluate the completeness, truthfulness for the supporting materials for the internship/investigation and comments on the internship/investigation plan and the overall quality of the Internship (Investigation) Report)  教师签字(Signature)：  年 月 日 | | | | | | | | | |
| 成  绩  评  定 | | 实习成绩  Marks for the internship/investigation  （百分制成绩\*50%）  (100-mark system\*50%) | | | | 实习报告成绩  Marks for the report  （百分制成绩\*50%）  (100-mark system\*50%) | | | |
|  | | | |  | | | |
| 总成绩分值  （百分制）  Total marks  (100-mark system) | |  | | 总成绩等级  Grades for total marks | | 🞎 优秀(Excellent)  🞎 良好(Good)  🞎 中等(Average)  🞎 及格(Pass)  🞎 不及格(Fail) | |
| 院 （Opinions from the college）  系  ︵  部  ︶  意  见 教学副院长签字(Signature)：  学院盖章(Seal)：  年 月 日 | | | | | | | |

备注：90分（含）—100分为优秀；80分（含）—90良好；70分（含）—80中等；60分（含）—70及格；低于60分为不及格。

Notes: Grade for 90-100 marks is excellent; grade for 80-90 marks is good; grade for 70-80 marks is average; grade for 60-70 marks is pass; grade for less than marks is fail.