



SUMMER PRACTICE REPORT
SUBMITTED TO THE
DEPARTMENT OF MATERIALS SCIENCE AND ENGINEERING
İZMİR INSTITUTE OF TECHNOLOGY

FOR THE

COURSE: MSE 300 (400) SUMMER PRACTICE 1 (2)

COMPLETED AT

[COMPANY NAME]

SUBMITTED BY: [Student Name and Surname, ID]

[Summer, Year]

SUMMER PRACTICE REPORT FORMAT

The report should

1. comply with the summer practice program principles.
2. be written in English and typed with a computer.
3. be 20 to 30 pages (Main headings are centered and written in capital boldface. Sub-titles should be written in small letters and boldface. Main text should be written with Times New Roman and 12 font, with 1.5 space. Drawings should conform to acceptable engineering standards). There is no page limit for the Appendix.

Each report should contain the following sections.

TABLE OF CONTENTS: Should have the corresponding page numbers.

DESCRIPTION OF THE COMPANY: Should include the following information:

- **Company Name**
- **Company Location**
- **Organizational Structure of the Company.**
- **Number and duties of engineers employed.**
- **Main area of operation**
- **A brief history of the company**

INTRODUCTION: The aim and the scope of the summer practice should be presented briefly in this section.

REPORT: In this section, a detailed description of everything that has been done and observed during summer practice should be given with close consideration to the program outlined by the related department for the students. The necessary data, tables and diagrams should be numbered and placed in the "APPENDIX".

CONCLUSION: In this section, the data obtained and the experience gained during the summer practice should be assessed, recommendations should be made.

APPENDIX: All related data, tables and drawings should be given in this section.

REFERENCES: The references are should be arranged in an alphabetical order of authors' surnames. Refer to following table while citing other people's work.

EXAMPLES OF REFERENCE TYPES	
In the reference list	In text citation
<p>1. Book with one author</p> <p>Arora, J.S. (1989). Introduction to Optimum Design. McGraw-Hill Book Co., New York.</p>	<p>(Arora, 1989) or Arora (1989) gives an example....</p>
<p>2. Book with two authors</p> <p>Ang, A. H-S., & Tang, W. (1975). Probability Concepts in Engineering Planning and Design, Volume I- Basic Principles. John Wiley & Sons, New York.</p>	<p>(Ang & Tang 1975) or Ang and Tang (1975) said</p>
<p>3. Book with three to five authors</p> <p>Dandy, G. C., Walker, D., Daniel T., & Warner, R. F. (2008). Planning and Design of Engineering Systems. Taylor & Francis, New York.</p>	<p>(Dandy, Walker, Daniel, & Warner, 2008) then (Dandy, et al., 2008)</p>
<p>4. Book or report by a corporate author e.g. organisation, association, government department</p> <p>AASHTO (1994). LRFD Bridge Design Specifications. American Association of State Highway and Transportation Officials, Washington, DC.</p>	<p>(AASHTO, 1994)</p>
<p>5. Book chapter in edited book</p> <p>Helber, L. E. (1995). Redeveloping mature resorts for new markets. In M. V. Conlin & T. Baum (Eds.), Island tourism: Management principles and practice (pp. 105-113). Chichester, England: John Wiley.</p>	<p>(Helber, 1995) or Helber (1995) compares luxury resorts ...</p>
<p>6. Conference Paper</p> <p>Wen, Y. K., & Kang, Y. J. (1997). "Minimum life-cycle cost design criteria", Advances in Structural Optimization Proceedings of the US-Japan Joint Seminar on Structural Optimization, ASCE, New York, pp. 192-203.</p>	<p>(Wen & Kang, 1997) or According to Wen and Kang (1997)...</p>
<p>7. Journal Article</p> <p>Ang A. H-S., & De Leon, D. (1997). "Determination of Optimal Target Reliabilities for Design and Upgrading of Structures" Structural Safety, Vol. 19, No. 1, pp. 91-103.</p>	<p>(Ang & De Leon, 1997) or Ang and De Leon stated...</p>
<p>8. Personal Communication (letters, telephone conversations, emails, interviews)</p> <p><i>No reference list entry as the information is not recoverable.</i></p>	<p>(H. Akasyali, personal communication, March 19, 2004)</p>
<p>9. Thesis</p> <p>Sotiropulos, S. N. (1991). "Response of bridge superstructures made of fiber reinforced plastic." M.S. thesis, West Virginia Univ., Morgantown, WV.</p>	<p>(Sotiropulos, 1991) or Sotiropulos (1991) studied...</p>
<p>10. Web</p> <p>Burka, L. P. (1993). "A hypertext history of multi-user dimensions." <i>MUD history</i>, <http://www.ccs.neu.edu> (Dec. 5, 1994).</p>	<p>(Burka 1993) or Burka (1993) claims...</p>