## **Contents of the Final Training Report**

1.	Introduction:
	1.1 The student's mission statement for the training activity
	1.2 Expected Training Learning Outcomes.
2	The Company:
	2.1 Historical Background
	2.2 Organizational Structure
	2.3 Products
	2.4 Customers
	2.5 Engineering Units
	2.6 Industrial Process
	2.7 Environmental and Social Impact
	2.8 Quality System
3	The training environment:
	3.1 Work environment
	3.2 Regulations and standards
	3.3 Training Timeline
4	Assigned task(s)/project(s):
	4.1 Problem definition
	4.2 Literature review and data collection
	4.3 Knowledge integration with course work
	4.4 Safety and environmental issues
	4.5 Work plan
	4.6 Economic Factors
	4.7 Implementation
	4.8 Impact analysis
	4.9 Evaluation
5	Conclusions and Recommendations:
	5.1 Achievement of expected learning outcomes
	5.2 Recommendations to enhance future training in this company
	5.3 Recommendations to enhance future training of KAU engineering students
6	Appendices
7	Attachments: Report and Presentation CD and Self Assessed Report Rubric