

UNIVERSITY OF MAURITIUS

STUDENT WORK EXPERIENCE PROGRAMME (SWEP) 2009

GUIDELINES FOR THE SWEP REPORT

Students are asked to submit a typed report between 500-800 words (1.5 line spacing, font Times New Roman, size 12 pt) along the following guidelines to their department SWEP coordinator latest by 31st July 2009. The report is to be submitted to the Registry, with your name and programme of study clearly written on the cover page.

The report should include:

1. General

- a. Student's name, faculty, year of study, course enrolled.
- b. Company's name and dates of placement.

2. Description of the work placement

- a. A brief history of the company/ agency/institution
- b. A concise description of the work placement, tasks and responsibilities

3. Students' evaluation of the placement

- a. What have you learnt about the company/agency/institution?
- b. What skills do you think you have acquired?
- c. Has your academic background been helpful during the work placement?
- d. What difficulties (if any) did you encounter in the placement and how did you seek to resolve them?

4. Recommendations/Comments from the student

If you had to undertake the same training all over again, would it be different from your first experience? And in what way?