TRANSCRIPT OF WORK

NAME OF SENDING INSTITUTION:	
UNIVERSITÀ DEGLI S'	ΓUDI – L'AQUILA - ITALY
Faculty/Department of	
ECTS departmental coordinator:	
We herewith confirm that the student	
Name student:	
Address:	
Has carried out a practical placement at our organisation	
Name company:	
Size of the company (number of employees):	
Address:	
Country:	
The placement took place from 20and end	ed at 20
His/her tasks were:	
Organisation: Date	and Place:
Name and function: Signa	iture:

 $NB: This \ document \ is \ not \ valid \ without \ the \ signature \ of \ the \ registrar/dean/administration \ officer \ and \ the \ official \ stamp \ of the \ institution.$

		-	+	++	Remarks
A Placement / Assignment					
1. Applicability of knowledge and results to the needs of the organisation					
2. Method of working while performing the assignment					
3. Results					
B. Attitude towards work					
1. Self-employment					
2. Initiative					
3. Responsibility					
4. Involvement					
5. Speed of work					
6. Planning					
C. Social skills					
1. Contact with staff members					
2. Contact with executives					
3. Contact with external people					
4. Adaptation to organizational rules					
5. Students' capacity to integrate with organization and foreign cultures					
D. Personal qualities					
1. Flexibility					
2. Creativity					
3. Criticism towards own work					
4. Willingness to revise own work or attitude					
5. Persuasiveness					
6. Handling work pressure					
Organisation :	Date :	:	•••••	•••••	
Name supervisor:	Place	:			

Allegato G – Transcript of work