



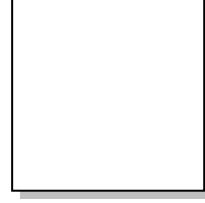
**T.C.
MALTEPE UNIVERSITY
FACULTY OF BUSINESS AND MANAGEMENT SCIENCES**

COMPULSORY INTERNSHIP PROGRAM

INTERNSHIP REPORT ON LOGISTICS

STUDENT INFORMATION	
Student Name and Surname	
Department / Class No. / Student ID.	
Home Phone Number	
Cell Phone Number	
e-mail	
Internship Start and End Dates/...../ 201.. -/...../ 201..
ORGANIZATION INFORMATION	
Internship Name of Organization	
Organization Address	
Authority Name of Organization	
Title	
Phone	
Fax	
e-mail	

T.C.MALTEPE UNIVERSITY
INTERNATIONAL LOGISTICS AND TRADE ADMINISTRATION



Internship Subject :
Name and Surname :
Department / Grade :
Faculty No :

Internship Location	Department	Internship Duration		Week
		Beginning	End	

Date: .../.../.....
Signature of Authorized Person

Week No. 1

Since the date..... until one-week study

DAY	WORKS	Detailed Information Page Number
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Total		

Student's signature:

Name, surname and signature of the controller:

Week No. 2

Since the date..... until one-week study

DAY	WORKS	Detailed Information Page Number
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Total		

Student's signature:

Name, surname and signature of the controller:

Week No. 3

Since the date..... until one-week study

DAY	WORKS	Detailed Information Page Number
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Total		

Student's signature:

Name, surname and signature of the controller:

Week No. 4

Since the date..... until one-week study

DAY	WORKS	Detailed Information Page Number
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Total		

Student's signature:

Name, surname and signature of the controller:

Question 1:

Date:

1) Following informations are given about Internship institutions / organizations:

- i) The development of the institution / A brief history
- ii) Number of Employees Working (workers, technicians, engineers, administrative staff, etc.).
- iii) Legal / capital structure / properties.

Signature of the controller:

Cachet of the firm:

Question 2:

What are the enterprise's core products / services / activities? Specify, annual, seasonal business volume of activities and specify the limits of national and international services and the possibilities. Are produced only for the domestic market? If exports are made specify both domestic sales and exports to foreign countries, the amounts in the last three years and so specifying the export markets. Specify other factors that prevent competition with rival firms in the foreign market.

Signature of the controller:

Cachet of the firm:

Question 3:

What are the raw materials or semi-finished products for basic operations? Are these being supplied domestic or abroad? If imported, the import amounts for each item; specifying import countries and discussing the reasons of import.

Signature of the controller:

Cachet of the firm:

Question 4:

Discuss Institution / organization's sector's situation within the country's economy and their relationships with related industries.

Signature of the controller:

Cachet of the firm:

Question 5:

What factors are taken into account during the establishment of the facility and the facility site selection?

Signature of the controller:

Cachet of the firm:

Question 6:

Drawing a floor plan of the facility; drawing flow chart of the process of producing the product or service by showing product / service produced Locating a sub-system of machine tools, material handling systems, intermediate inventory waiting places and so on.

Signature of the controller:

Cachet of the firm:

Question 7:

Is there any plan in institution / organization or offer for investing in this year or in future years? If you have investment projects, what are they and what are the methods used to determine the most appropriate investment proposal? Explanation of this issue by giving examples of studies that have been made in the past years.

Signature of the controller:

Cachet of the firm:

Question 8:

How are production / operations planning and control, capacity planning, inventory planning and control, job scheduling done? Explain what software and / or methods are using for these?

Signature of the controller:

Cachet of the firm:

Question 9:

Research the company's international and / or national shipping lines and find suggestions for improvement

Signature of the controller:

Cachet of the firm:

Question 10:

Research the company's storage process and make suggestions for improvement.

Signature of the controller:

Cachet of the firm:

Question 11:

Examine packaging operations of the company, for a goods / services refer to product and find suggestions for improvement.

Signature of the controller:

Cachet of the firm:

Question 12:

Explain a vehicle / container loading process and its lower stages.

Signature of the controller:

Cachet of the firm:

Question 13:

Describe institutions / organizations policies and practices of quality management.

Signature of the controller:

Cachet of the firm:

Question 14:

Describe companies distribution or collection in the rut (route / itinerary) planning.

Signature of the controller:

Cachet of the firm:

Question 15:

Describe the firm's logistics processes, make maps and suggestions for improvements.

Signature of the controller:

Cachet of the firm:

Question 16:

Explain reverse logistics services.

Signature of the controller:

Cachet of the firm:

Question:17

Explain demand, infrastructure, and capacity possibilities.

Signature of the controller:

Cachet of the firm:

Question 18:

Describe the methods used by the main decision.

Signature of the controller:

Cachet of the firm:

Question 19:

Explain input and output analysis of logistics and supply chain businesses, productivity and performance management systems.

Signature of the controller:

Cachet of the firm:

Question 20:

What are the functions and rules of INCOTERMS 2010?

Signature of the controller:

Cachet of the firm:

Question 21:

Explain, business, method, time, team, and hardware planning studies.

Signature of the controller:

Cachet of the firm:

Question 22:

How transfer planning performed in terminals?

Signature of the controller:

Cachet of the firm:

Question 23:

How are the stock-keeping course planning interminals? Explain

Signature of the controller:

Cachet of the firm:

Question 24:

What are the main documents and transport shipping plan?

Signature of the controller:

Cachet of the firm:

Question 25:

Describe the break-even point and optimum transport conditions in planning shipping.

Signature of the controller:

Cachet of the firm:

