



### **Reflectieverslag Note**

This report will also be forwarded to the people you worked with.

The report must be in English.

It must be between two and four pages long.

#### **What should be in your report?**

- Start with an introduction in which you explain why you chose this traineeship, and you thank the people you worked with.
- Introduce the reader to the company you stayed with. (what kind of company)
- Write down what you had expected from your traineeship and mention whether these expectations came true.
- Describe what you did and how successful you were in your work. Provide evidence of your work if possible.
- Say what you learned about the company and the type of work you did.
- Say to what extent you have benefited from the experience.
- Answer the research-questions.

Your report must be handed in six weeks at the latest after having ended your traineeship and should be assessed as sufficient. In case the assessment is insufficient the school may provide you with an alternative or complimentary assignment. This will happen after consultation between your tutor, the deputy head and the coordinator tto upper school.