

SIWES ORIENTATION LECTURE - 2020

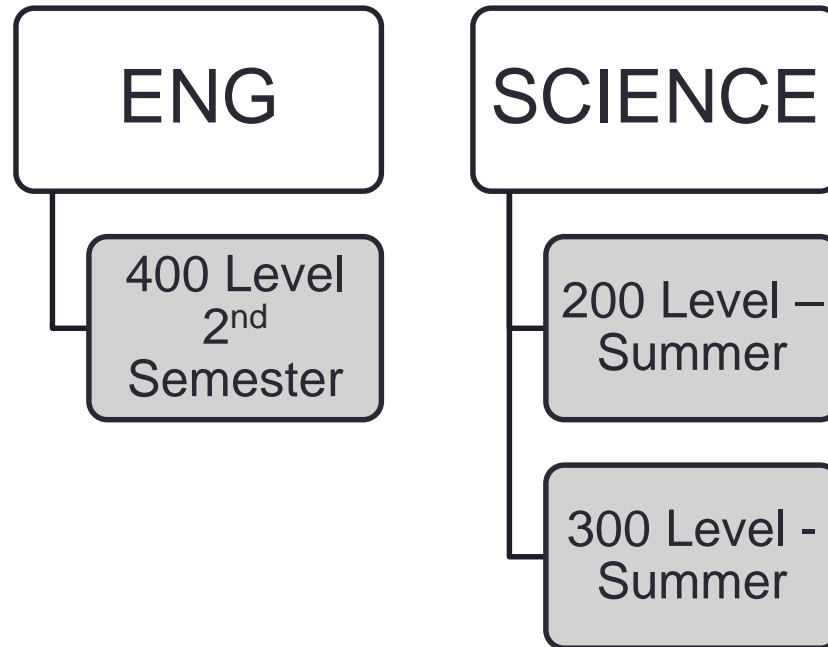
**Dr. SERDAR SURGUN
SIWES DIRECTOR**

1

GENERAL INFORMATION

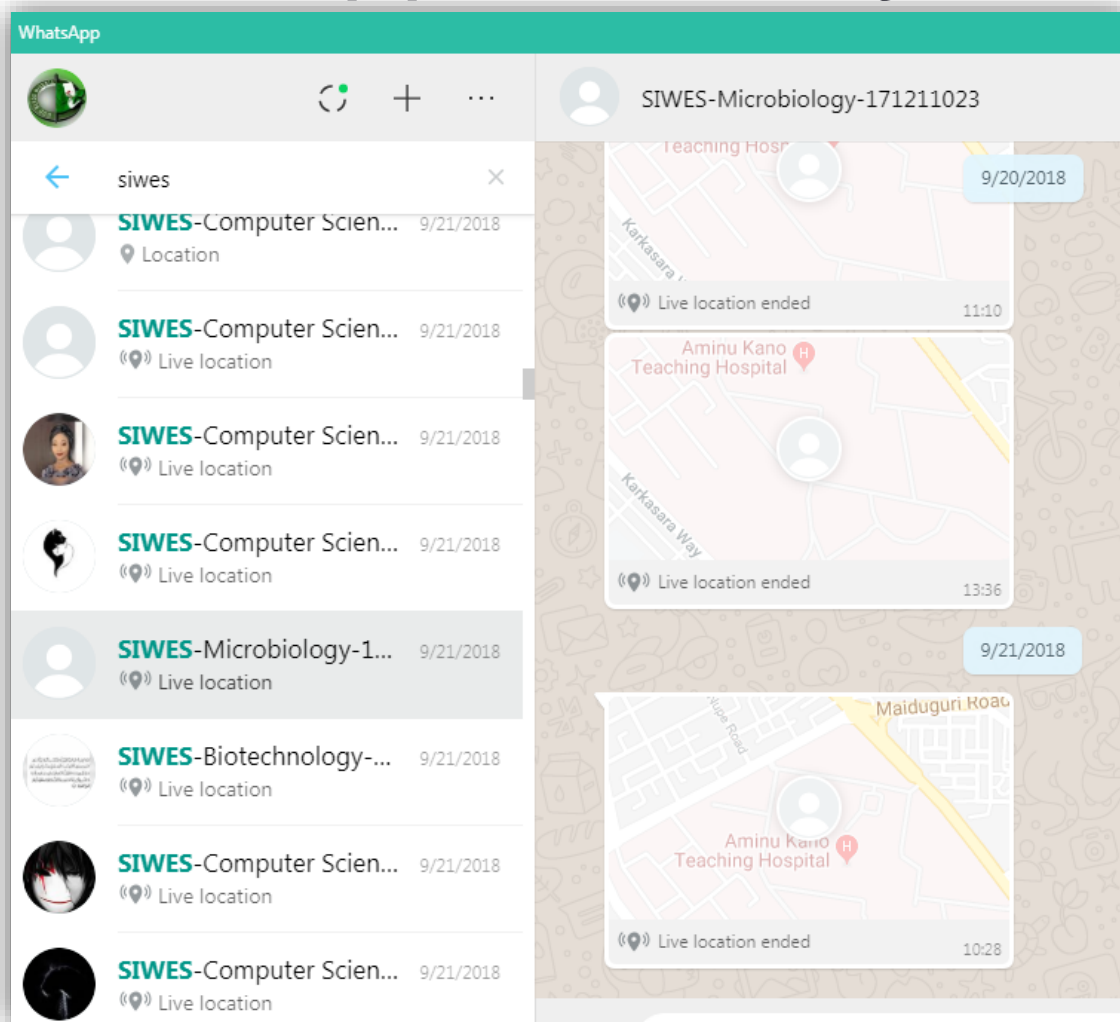
SIWES BACKGROUND

- 24 weeks SIWES is compulsory requirement for Graduation



LIVE LOCATION SHARING (on WhatsApp)

Two (2) times a day



Before 10:30 am
After 15:30 pm

Working Days

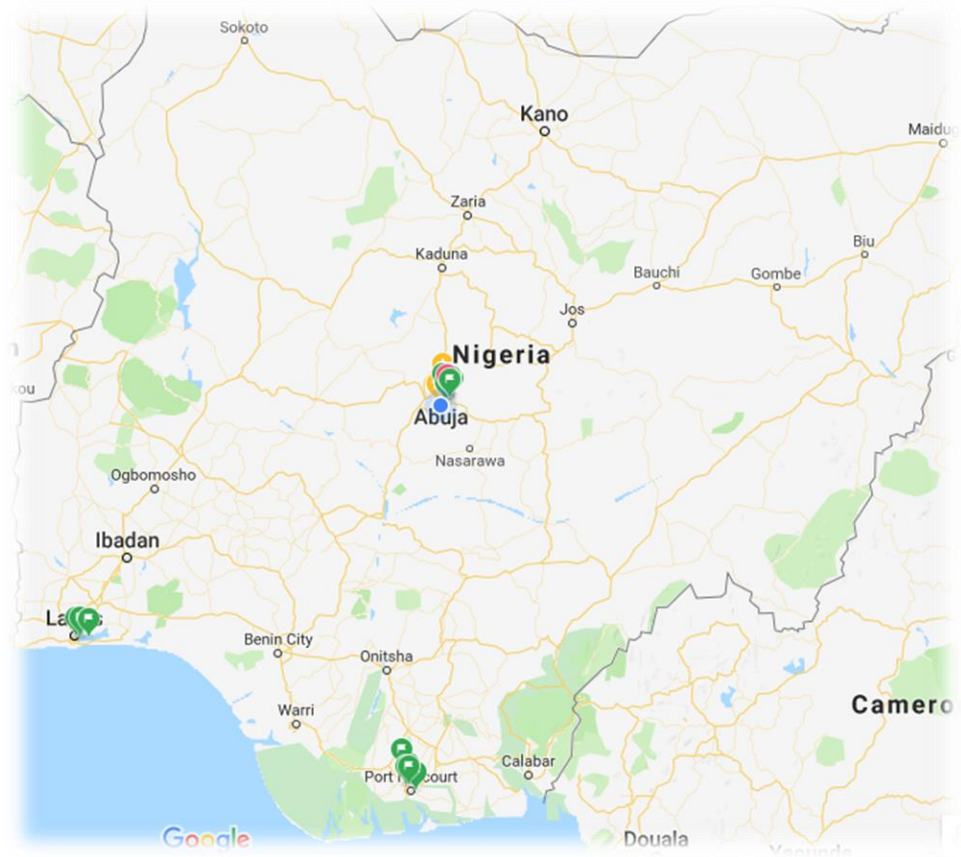
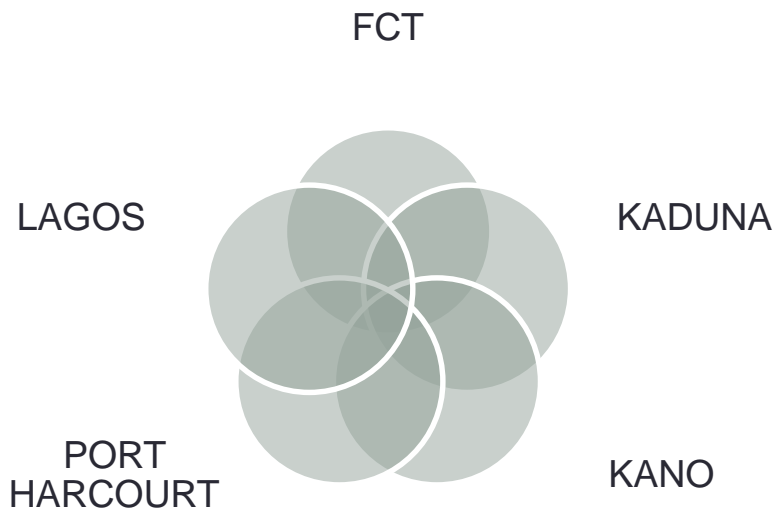
Monday- Friday

9:00 am to 17:00pm



**NIGHT WORK
SEND LOCATION
EXCUSES**

SIWES ZONES



2

STEPS IN SIWES

Before Commencement of SIWES

1. Get Reference Letter - Fill the Online Master List and Reference Letter Form

• siwes.nileuniversity.edu.ng

2. Seek & Obtained Place of Attachment

3. Submit Placement Offer Letter to SIWES Office For Approval

- Before March, 2020 for ENG
- Before May, 2020 for SCIENCE

4. After You've Gotten Approval Message from SIWES Office,

5. Fill Online Placement List Form at

• <https://siwes.nileuniversity.edu.ng/>

6. Online Course Registration

- ENG → GET 499
- SCIENCE 200 → ITP 299
- SCIENCE 300 → ITP 399

7. Collect: Logbook, Form 8 & SCAF, before you leave for SIWES

After Commencement of SIWES

1. Submit SCAF to ITF Area Office (within 2 weeks of commencement), in the state you are working

2. Share your Live Location with SIWES Office every day

- Before 10:30 am
- After 15:30 pm

3. Keep your Logbook always with you. Write summary of weekly activities with relevant diagrams

- Get logbook signed by those involved

4. Always inform SIWES Office of changes in your work schedule, using the Online Change & Update Form

5. There'll be Surprised Visits by School Supervisor

- Absence from work without informing SIWES office means fail!

On Returning from SIWES to School

1. Prepare a Technical Report

- Check Report Writing Guidelines

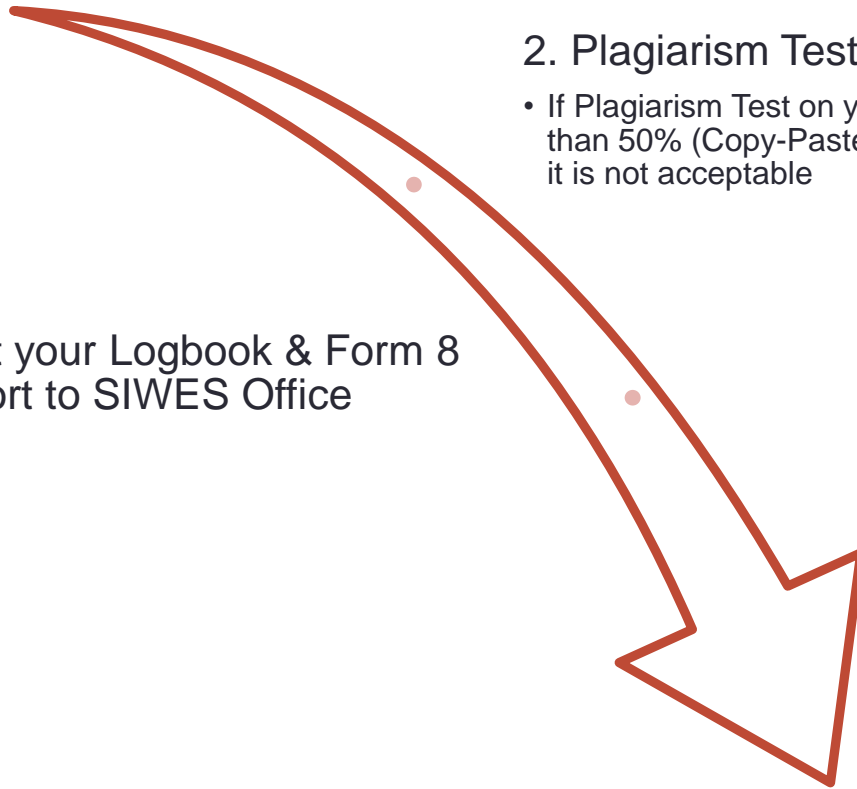
2. Plagiarism Test

- If Plagiarism Test on your Report is more than 50% (Copy-Paste or referenced), then it is not acceptable

3. Submit your Logbook & Form 8 and Report to SIWES Office

4. Prepare Power Point Presentation for Defense

- Download Template from SIWES Website, & use



3

SIWES REPORT WRITING FORMAT



Nile University

A Technical Report on Student Industrial Work Experience Scheme (SIWES)

At

Company Name

By

Name: *XXXXXXXX, Wwwwwww Zzzzzz*

ID. No.: 1010101010

Dept.: Computer

Faculty: Engineering

Level: 400

SUBMITTED TO:

Dr. Serdar Surgun

SIWES CORDINATOR

NILE UNIVERSITY OF NIGERIA, ABUJA.

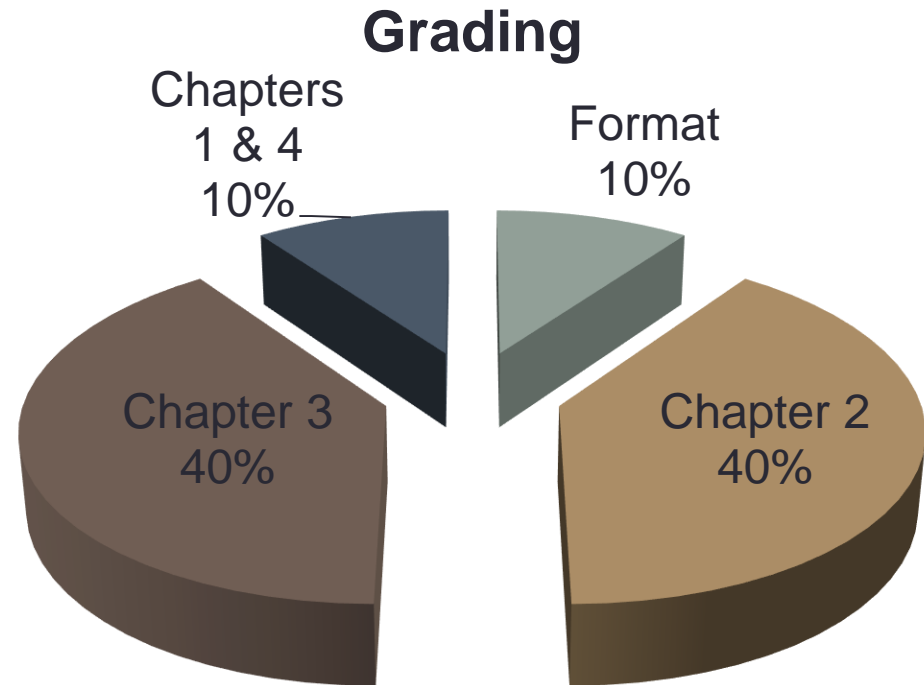
IN PARTIAL FULFILMENT FOR THE AWARD OF BACHELOR OF ENGINEERING
(B.ENG) DEGREE IN COMPUTER ENGINEERING

Date

COVER PAGE

REPORT FORMAT [FNAS]

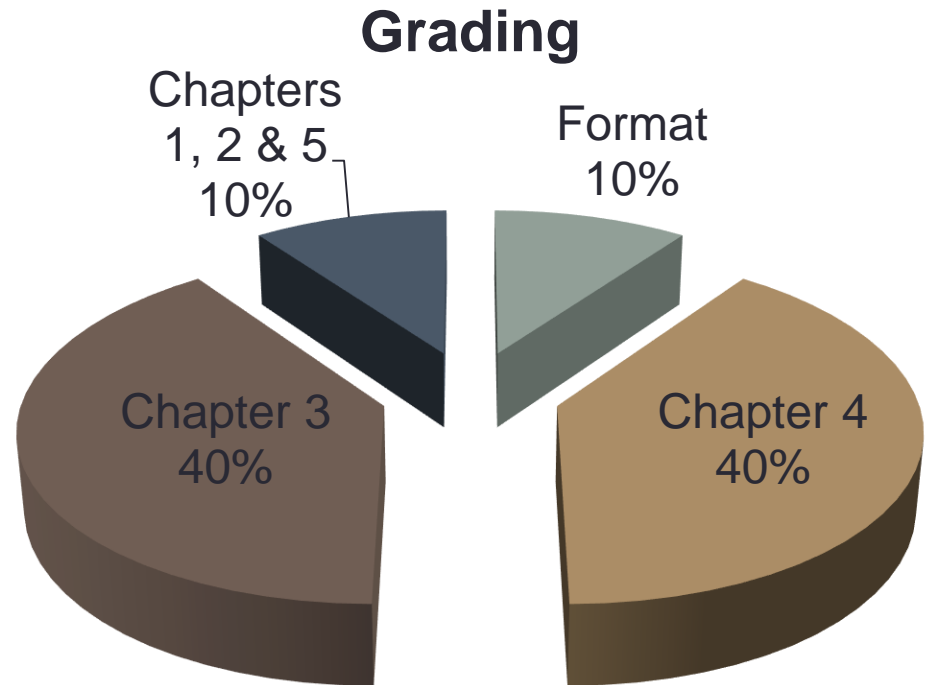
COVER PAGE
TITLE PAGE
DEDICATION
ACKNOWLEDGEMENT
ABSTRACT
TABLE OF CONTENTS
CHAPTER ONE
BACKGROUND OF COMPANY/ORGANIZATION
CHAPTER TWO (MIN 15 pages)
THE PROCESS, COMPONENTS & DESCRIPTION
2.1 INTRODUCTION
2.2 PROJECTS CARRIED OUT
2.3 SUPERVISORY WORKS
2.4 CONCLUSION
CHAPTER THREE (MIN 10 pages)
WORKING EXPERIENCE
3.1 INTRODUCTION
3.2 PROBLEMS ENCOUNTERED
3.3 PROBLEMS SOLVED
3.4 CONCLUSION
CHAPTER FOUR
SUMMARY, RECOMMENDATION AND CONCLUSION
4.1 INTRODUCTION
4.2 SUMMARY
4.3 RECOMMENDATION
4.4 CONCLUSION
REFERENCES



The text has to be in this type of format: Times New Roman, 12 pt, 1,5-spaced lines,, fully justified, edges: right – 2,5 cm, left – 2,5 cm, upper – 2,5 cm, bottom– 2, 5cm.

REPORT FORMAT [FENG]

See sample format...



The text has to be in this type of format: Times New Roman, 12 pt, 1,5-spaced lines,, fully justified, edges: right – 2,5 cm, left – 2,5 cm, upper – 2,5 cm, bottom– 2, 5cm. Use IEEE Referencing style [If necessary].

TABLE OF CONTENTS

COVER PAGE.....	1
TITLE PAGE... ..	2
DEDICATION	3
ACKNOWLEDGEMENT	4
ABSTRACT	5
TABLE OF CONTENTS	6
CHAPTER ONE.....	8
INTRODUCTION.....	8
1.1 INTRODUCTION.....	8
1.2 STUDENT INDUSTRIAL WORK EXPERIENCE SCHEME (SIWES) BACKGROUND.....	8
1.3 OBJECTIVES of SIWES.....	8
1.4 BODIES INVOLVED IN THE MANAGEMENT OF SIWES.....	8
1.5 CONCLUSION.....	8
CHAPTER TWO.....	9
BACKGROUND OF COMPANY/ORGANIZATION.....	9
2.1 INTRODUCTION.....	9
2.2 HISTORY.....	9
2.3 STRUCTURE OF THE ORGANIZATION.....	9
2.4 ORGANOGRAM.....	9
2.5 OTHERS DEEMED NECESSARY.....	9
2.6 CONCLUSION.....	9

CHAPTER THREE	10
THE PROCESS, COMPONENTS & DESCRIPTION.....	10
3.1 INTRODUCTION	10
3.2 PROJECTS CARRIED OUT.....	10
3.3 SUPERVISORY WORKS.....	10
3.4 CONCLUSION.....	10
CHAPTER FOUR	11
WORKING EXPERIENCE.....	11
4.1 INTRODUCTION.....	11
4.2 EXPERIENCE GAINED.....	11
4.3 PROBLEMS ENCOUNTERED	11
4.4 RELATED COURSES.....	11
4.5 PROBLEMS SOLVED.....	11
4.6 CONCLUSION.....	11
CHAPTER FIVE	12
SUMMARY, RECOMMENDATION AND CONCLUSION.....	12
5.1 INTRODUCTION	12
5.2 SUMMARY.....	12
5.3 RECOMMENDATION.....	12
5.4 CONCLUSION.....	12
REFERENCES	13

4

EVALUATION

Assessment

- If your attendance is not less than 70%

