**REFERENCE BY THE INTERNSHIP MANAGER**

The reference by the internship manager, signed by the production internship manager, shall contain at least the following information:

1. Name and surname of the trainee.
2. Name, reg. No., address of the production internship organisation.
3. Name and surname of the production internship manager, telephone, e-mail addresses, position, professional degrees, diplomas, certificates, etc., programming and related work experience.
4. Start and end of the internship, also specifying the amount of the internship in hours.
5. Assessment of the trainee's knowledge and skills.
6. Trainee's attitude towards work, co-workers.

The content and assessment of the Programmer's internship is determined by the professional standard of the Programmer.

The content and assessment of the computer systems and computer network administrator's internship is determined by the professional standard of the Computer Systems and Computer Network Administrator.

A summary assessment should be included in the reference by the internship manager.

**REFERENCE BY THE INTERNSHIP MANAGER**

The Intern: Name Surname

Internship location: Company name, Reg. No.

 Address

Internship manager: Name Surname

 Tel.: \_\_\_\_\_\_\_\_\_; e-mail: \_\_\_\_\_\_\_\_\_\_\_

 *Head of the Programming Department*

 *Master of Computer Science*

 *work experience in programming 12 years*

Period of internship: from 18.05.2020 to 29.11.2020 The amount of the internship is 680 hours.

During the internship, the trainee worked on the following projects:

AAA - in this project, the trainee performed testing of individual functions of the system, preparation of test data, verification of test results, documentation of data flows;

BBB - the trainee performed individual programming work in the Microsoft Visual Basic 6.0 environment;

CCC - the trainee participated in the development of version 2 of the system. Prepared the specification of software requirements, programming in Microsoft Visual Basic .NET language, database development, participated in project meetings with system users.

The trainee acquired or strengthened skills in the following areas:

* software development tools: development environment Microsoft Visual Studio .NET, programming language Visual Basic.Net, database management Microsoft SQL Server and language Transact SQL, creation of database tables and server procedures, COM + technologies, XML data structures, Microsoft Visual Basic for Applications (VBA);
* software configuration management: Microsoft Visual Source Safe tool, software version management;
* development process: requirement specifications, preparation of design description, system unit testing and preparation of test data.

Assessment of the trainee's knowledge and skills, and attitude towards work and colleagues:

During the internship, the trainee demonstrated a good theoretical background in the system development process. Was able to quickly learn new programming tools without previous experience. The trainee gained experience in real program development conditions by developing the above systems. The trainee got on well with the team, communicated freely with other colleagues. The trainee performed the assigned tasks accurately and with a great sense of responsibility.

Overall, the trainee's performance is assessed as *very good* (*8*).

Internship manager ................................................................................. (signature)