



Siam University, Thailand
International College
LCIC

Abstract Guideline
(Cooperative Education Course)

This guideline has been designed to provide clear assistance for students in writing the abstract for Cooperative Education course. Students must write an abstract (maximum 250-350 words) to summarize the main points of the report as follows:

1. **Purpose:** providing the main objectives of the report and briefly explaining the responsibilities
2. **Methodology:** briefly describing the methods used to collect data such as interview, observation, survey, experiment, or etc.
3. **Results:** summarizing the main findings and outcomes of the cooperative internship including
4. **Conclusion:** providing a summary of conclusions, any significant accomplishments or challenges encountered or recommendations
5. **Keywords:** including 3-5 keywords related to the topic or purpose of the report

Here is a sample abstract for cooperative internship report:

This cooperative internship report documents the experiences and outcomes of a six-month internship at ABC Company. The main objectives of the internship were to practice skills and knowledge in marketing and to develop professional relationship within the industry. During the period, the main responsibility was marketing tasks. A mini research was conducted to assist the company productivity in the marketing department and the data was collected through participant observations (surveys, interviews with colleagues, supervisors, or etc.). The results showed that the internship provided valuable learning opportunities and contributed to the intern's professional growth. Accomplishments included successful completion of marketing campaigns and projects while challenges included adapting to a new environment using technology and working with diverse team members. Increasing diversity and inclusion initiatives and providing more training and mentorship opportunities are recommended.

Keywords: internship, professional growth, marketing

*Please note that the above paragraph is a very broad sample with no specific concentration. The Cooperative Report course is considered as a project- based learning method for students to develop knowledge and skills through engaging project(s) with a concentration set around challenges and problems learners may face in real life.