**Internship Periodic Report | No # ?**

**Start Date: 24 / 07 / 2022 End Date: 4/08 / 2022**

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| Student’s Name: Hamid Idris | Student’s ID Number:180203315 |
| Training Organization: MARKO Advance | Trainee department: E- commerce  |
| Trainee Supervisor Name: Aymen Alsaihati | Faculty Member: DR . Ahmad Alhamidi |
| Course:ECOM430 | CRN:50275 |
| Semester: Summer 2022 | Academic Year/Semester:2022 |

**(Instructions)**

* This report must be submitted on Blackboard (**WORD format only**) via the allocated folder.
* **Email submission will not be accepted.**
* Your work should be clearly and completely presented; marks may be reduced for poor presentation. This includes filling your information on the cover page.
* Assignment will be evaluated through BB Safe Assign tool.
* Late submission will result in ZERO marks being awarded.
* This work should be your own, copying from students or other resources will result in ZERO marks.
* Use **Times New Roman** font 12 for all your answers.

**(Report Components)**

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| **Task(s)** | **What are the activities and tasks given to you during this week?** |
| 1. Social Media account management .
2. Marketing and organizing courses and events
 |
| **New skill(s)** | **What skills did you learn through the week?** |
| Organizational skill .Communication skills .Time management .sense of responsibility. |
| **Meeting(s)** | **How many meetings did you attend?** |
| one meeting |
| **Difficulty/ Challenge(s)** | **What are the difficulties you had this week?** |
| At first, I had a hard time dealing with different personalities and nationalities.How to market and organize the courses  |
| **How did you overcome these difficulties?** |
| Looking at things positively .Collaborating with others and trying to express oneself and idea .I learned how to organize and market upcoming courses by promoting through social media and by telling friends and relatives about them. |
| **Learning** | **What did you learn from completing the tasks** |
| The information be present at the time of customer inquiries.How to interact with customers. Gain experience in organizing coursesI learned an excellent method of effective marketing |
| **What did you want to learn more?** |
| 1- I went to learn a new program in the e-commerce department. |

\*Note:

1. This report is a summary of the training activities performed in one week.

2. You may attach additional pages if needed. And student can attach any extra note to this form.

**Name:** Hamid Idris \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_