



TQF6

Report on the Implementation of Field Training

Program .....

Course.....

**Course Name**

*(Course Code and Course Name in Thai)*

*(Course Name in English)*

*(Semester.....)*

## Report on the Implementation of Field Training

Name of Institution
Campus/Faculty/Program

### Section 1 General Information

1. Course Code and Title
2. Total Credits or Hours
3. Program
4. Course Coordinator/Field Training Advisor
5. Semester/Academic Year of Field Training

### Section 2 Differences between the Actual and the Planned Field Training

<b>1. Student Preparation</b> <i>(such as work preparation program, personality development)</i>
<b>2. Advisor/Field Supervisor Preparation</b> <i>(such as coordination planning with a training site/institution)</i>
<b>3. Preparation of Field Mentor at Training Site/Institution (if any)</b> <i>(such as planning with a training site)</i>
<b>4. Change in the Management of the Field Training (if any)</b>
<b>4.1 Changes in activities and/or assignments</b> <i>(Specify the change in activities/assignments)</i>
<b>4.2 Changes in the facilities provided for students</b> <i>(such as facilities or channels of communication)</i>
<b>4.3 Other changes (if any)</b> <i>(such as preparing a modern database)</i>

Section 3 Implementation Outcomes

<p>1. Number of students registered for field training ( ..... student(s))</p>																																							
<p>2. Number of students remaining at the completion of the field training ( ..... student(s))</p>																																							
<p>3. Number of students withdrawn (W) ( ..... student(s))</p>																																							
<p>4. Grade Distribution</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 33%; text-align: center;">Scoring</th> <th style="width: 33%; text-align: center;">Number</th> <th style="width: 33%; text-align: center;">Percentage</th> </tr> </thead> <tbody> <tr><td style="text-align: center;">A</td><td></td><td></td></tr> <tr><td style="text-align: center;">B<sup>+</sup></td><td></td><td></td></tr> <tr><td style="text-align: center;">B</td><td></td><td></td></tr> <tr><td style="text-align: center;">C<sup>+</sup></td><td></td><td></td></tr> <tr><td style="text-align: center;">C</td><td></td><td></td></tr> <tr><td style="text-align: center;">D<sup>+</sup></td><td></td><td></td></tr> <tr><td style="text-align: center;">D</td><td></td><td></td></tr> <tr><td style="text-align: center;">F</td><td></td><td></td></tr> <tr><td style="text-align: center;">I</td><td></td><td></td></tr> <tr><td style="text-align: center;">Pass, Satisfactory (P, S)</td><td></td><td></td></tr> <tr><td style="text-align: center;">Unsatisfactory (U)</td><td></td><td></td></tr> <tr><td style="text-align: center;">Pass with Distinction (PD)</td><td></td><td></td></tr> </tbody> </table>	Scoring	Number	Percentage	A			B <sup>+</sup>			B			C <sup>+</sup>			C			D <sup>+</sup>			D			F			I			Pass, Satisfactory (P, S)			Unsatisfactory (U)			Pass with Distinction (PD)		
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<p>5. Factors affecting the outcomes of field training (if any)</p>																																							

### Section 4 Problems and Impacts on Administration

<p><b>1. Administrative Problems of the Institution and/or Business/Organization/Training Site</b> <i>(such as time management, delayed operation, change of mentors, and work characteristics)</i></p>
<p><b>2. Impacts on Student Learning Outcomes</b> <i>(such as supervision counseling, skills learned from mentors, and assigned work characteristics)</i></p>
<p><b>3. Changes Necessary to Avoid Future Problems and Obstacles (if any)</b> <i>(such as Cooperative Road Show Project)</i></p>

### Section 5 Field Training Evaluation

<p><b>1. Field Training Evaluation by Students (attach documents)</b></p>
<p><b>1.1 Important Critiques from the Evaluation</b> <i>(such as getting direct learning experiences)</i></p>
<p><b>1.2 Comments of the Course Coordinator/Advisor of Field Training</b> <i>(improved development, improvement approach)</i></p>
<p><b>2. Field Training Evaluation by Business/Organizations or Field Mentor</b></p>
<p><b>2.1 Important Critiques from the Evaluation</b> <i>(such as strong points – weak points)</i></p>
<p><b>2.2 Comments by the Course Coordinator/Advisor of Field Training</b></p>

### Section 6 Improvement Plan

<p><b>1. Implementation for Improvement of the Previous Field Training</b> <i>(such as comments from students and supervisors regarding the quality)</i></p>
<p><b>2. Progress in the Improvement of the Field Training based on the Previous Evaluation.</b> - <i>points of previous evaluation</i> - <i>progress of previous evaluation</i></p>
<p><b>3. Improvement Plan Proposed for the Next Semester/Academic Year</b> - <i>suggestions</i></p>

- <i>improvement guidelines</i>
4. Suggestions of Field Training Coordinators Proposed to the Program Coordinator

Section 7 Integrating Courses corresponding with Other Missions (if any)

Integration Model	Course Description
(such as research, project, study visit, for example)	

Course Instructor/Field Training Advisor

Signature..... Date of Report.....  
(.....)

Program Coordinators

Signature..... Date of Report.....  
(.....)

Signature..... Date of Report.....  
(.....)