

**T.C.
DOKUZ EYLÜL UNIVERSITY
MARITIME FACULTY
DEPARTMENT OF MARITIME BUSINESS
ADMINISTRATION**



**MARITIME BUSINESS INTERNSHIP
REPORT**

Adatape Mahallesi Doğu Caddesi No:207/O 35390

Tınaztepe Yerleşkesi /Buca / İZMİR / TÜRKİYE

E-mail: diy.staj@deu.edu.tr

Phone: +90 232 301 88 01

Fax: +90 232 301 88 48

Web: <http://denizcilik.deu.edu.tr> www.deu.edu.tr/denizcilik



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MARITIME BUSINESS INTERNSHIP REPORT

STUDENT INFORMATION

SURNAME :

NAME :

STUDENT Id. NUMBER :

CITIZEN Id. NUMBER :

DATE of BIRTH :

PLACE of BIRTH :

INTERNSHIP BEGINNING
DATE :

INTERNSHIP ENDING DATE :

COMPANY INFORMATION

COMMERCIAL TITTLE :

ADDRESS :

TEL/FAX :

E-MAIL ADDRESS :

SUPERVISOR INFORMATION

NAME SURNAME :

TITLE :

TEL :

E-MAIL :

SIGNATURE :

STAMP



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This training report covers the maritime business internship which has started on/....../..... and ended on/....../..... and consists of 1 (one) cover page, 2 (two) entrance pages (i, ii), (.....) daily report/main body, and (.....) pages appendix.

(Bu rapor/....../..... tarihinde başlayan ve/....../..... tarihinde biten işletme stajını kapsamakta olup 1 (bir) kapak sayfası, 2 (iki) giriş sayfası (i, ii), (.....) sayfa günlük gövde metni ve (.....) sayfa ekten oluşmaktadır.

SUPERVISOR

NAME SURNAME :

TITLE :

SIGNATURE :

1988

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Completed Duty :

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MARITIME BUSINESS INTERNSHIP REPORT

The questions below frame the content of the maritime business internship report. All of the shipping agencies, freight forwarding companies, ship chartering and brokering companies, ship management companies, ship supply companies, etc. might be considered within this context.

1. Introductory Information

- 1.1. Introduction of the company (name, type, location, history)
- 1.2. Business activities of the company
- 1.3. Human resources of the company (white and blue collars)
- 1.4. Macro external environmental analysis of the company (political, economic, social, technological, environmental, legal environment, etc.)
- 1.5. Micro external environmental analysis of the company (customers, suppliers, competitors, employees, etc.)

2. Managerial and Organizational Structure of the Company

- 2.1. The vision, mission and strategies of the company
- 2.2. The organizational structure and chart of the company
- 2.3. Human resources policy and practices
- 2.4. Duties, responsibilities and authorities of the departments

3. Operation/Production System of the Company

- 3.1. Operation/production strategies
- 3.2. Operation/production technologies and digitalization
- 3.3. Operation/production capacity
- 3.4. Operation/production inputs
- 3.5. Operation/production flowcharts

4. Marketing System of the Company

- 4.1. Marketing strategies
- 4.2. Marketing mix of the company (product, price, place, promotion, people, process, and physical evidence)
- 4.3. Marketing organization of the company

5. Accounting System and Financial Information

- 5.1. The financial strategies of the company
- 5.2. The accounting system and technologies of the company
- 5.3. Organization of the financial and accounting activities

6. Investment and Operational Planning

- 6.1. Future plans regarding investments
- 6.2. Marketing targets
- 6.3. Schemed projects
- 6.4. Industrial projections
- 6.5. Technological projections

7. Additional Information

8. Resources

Appendices