WKEXP 902 WORK TERM REPORT

PURPOSE
To develop a profile of an industry or industrial sector of particular interest to you. The focus of the profile is twofold; to provide a basis for you to target that sector for future employment, and to give you sufficient background to conduct yourself successfully in an interview.

FORMAT
Your report must include a formal introduction, a body of analysis as described in Assignment below, and a conclusion.
Length: 4-5 pages, typed & double spaced. Number all pages, not including the cover page. Cover and reference pages do not count toward the report length.
Font: 12pt; Calibri, Arial or Times New Roman
Margins: 1”
Cover Page, clearly indicating:
- Student name
- ID number
- Work term
- Discipline
- The name of the coordinator who conducted your onsite evaluation.

ASSIGNMENT
Select a specific industry from one of the categories from the attached table. It may be effective to narrow your industry even further. For example, “Oil & Gas” is very broad, so focusing on “Oilsands” is a good strategy.

For your selected industry, provide information on at least six of the topics listed below. Be sure to specify in your paper which topics you have selected to discuss. Your reports must also include an analysis of your personal interest in this industry for a career, and an assessment of the opportunities available to you upon graduation.

- History of the industry
- Projected economic status of the industry
- Geographic locations of industry concentration
- Opportunities for engineers/ which disciplines
- Major employers in the industry
- Union involvement (if applicable)
- Economic factors influencing the industry
- Advancement opportunities
- Political factors influencing the industry
- Government involvement/ control (if applicable)
- Current economic status of the industry
- Recent technological advances
- Current hiring trends and long term prospects
- Environmental issues

Acceptable resources include financial/trade/news publications, interviews with people in the industry, your own experience, and library material. Wikipedia is not an acceptable resource. At least one current media reference to the sector you have chosen to study must also be included. Make certain the information you provide is accurate and up-to-date.
DEADLINES
Your paper is due one month prior to the end of your work term:

<table>
<thead>
<tr>
<th>Work Term</th>
<th>Due Date</th>
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<tbody>
<tr>
<td>Winter</td>
<td>March 31</td>
</tr>
<tr>
<td>Summer</td>
<td>July 31</td>
</tr>
<tr>
<td>Fall</td>
<td>November 30</td>
</tr>
</tbody>
</table>

SUBMISSION

WORK TERM REPORT NAMING: Please name your completed work term report as follows:
ID#_WKEV_  (example: 1234567_WKEV_)

WORK TERM REPORT SUBMITTAL: Reports are to be submitted to eClass. If you have already registered for your Co-op course, then you are already automatically enrolled into the eClass course as well. Log in to eClass and look for the course titled, Co-op eConnect - a Community of Co-ops, to submit your report as follows:
1. Click on Assignments, under activities, in the top right corner of the course home page.
2. Select the 902 work term assignment to submit your work term report on or before the corresponding due date.

Late assignments will not be accepted and may result in a grade of FAIL.

After your report is marked the Grade Sheet will be posted on eClass.

REMINDER: PERFORMANCE EVALUATIONS

The Final Evaluation Form needs to be completed by your supervisor and yourself and sent in prior to the end of each 4 month work term block (eg: an 8 month term would require 2 of these to be completed).

COMPLETED FINAL EVALUATION FORM NAMING: Please name your completed evaluation with the following naming convention:   ID#_OS_   (example: 1234567_OS_)   Please submit as instructed below.

FINAL EVALUATION SUBMITTAL: Final Evaluation forms are to be submitted to eClass. Log in to eClass and look for the course titled, Co-op eConnect - a Community of Co-ops, to submit your Final Evaluation as follows:
• Select Employer Evaluation form to submit it prior to the end of your work term.

Evaluation forms are available on the co-op website at:
https://www.ualberta.ca/engineering/study-with-us/co-op/students/evaluation-forms
<table>
<thead>
<tr>
<th>Natural Resources</th>
<th>Construction</th>
<th>Manufacturing</th>
<th>Transportation/ Communication/ Utilities</th>
<th>Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mining</td>
<td>Building, General Contracting</td>
<td>Forest Products Pulp/Paper</td>
<td>Telecommunications</td>
<td>Research &amp; Development</td>
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<tr>
<td>Oil &amp; Gas</td>
<td>Heavy Construction (road/bridge)</td>
<td>Chemical/Petrochemical/ Refinery</td>
<td>Electrical/Power</td>
<td>Computer Programming/Software</td>
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<tr>
<td>Forestry</td>
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<td>Metal/Metal Products/ Machinery</td>
<td>Oil/Gas/Transmission/ Distribution</td>
<td>Computer Related Services/Hardware</td>
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<tr>
<td>Agriculture</td>
<td></td>
<td>Transport Equipment (Auto/Aero)</td>
<td>Instrumentation/ Control</td>
<td>Management/Consulting</td>
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<td></td>
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<td>Electrical/Electronic Machinery/ Equipment</td>
<td>Water Supply/ Sewer Systems</td>
<td>Government Departments</td>
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<tr>
<td></td>
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<td>Food</td>
<td>Railway/Airlines</td>
<td>Air/Water Waste Management</td>
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