How to write the report on internship?

Students who have to write the report on internship should comply with the following rules:

1. Students must indicate time, modalities and work done during internship, jointly with acquired competencies.
2. The length of report is 7-10 pages at minimum
3. Times new roman 12, line-spacing 1.5
4. Margins: 3
5. If the student does not consider as adequate the appointed activities, he is obliged to communicate this to his academic tutor or to the internship committee.