

**GLENDALE COMMUNITY COLLEGE CO-OP INTERNSHIP
WEEKLY ACTIVITY REPORT**

*Complete daily and leave in office basket or mail in before 5 pm Monday Work reports
received late may not be accepted after this time**

Name _____ Dealership _____

Monday Date _____ Area Working In _____

Total Clock Hours Worked _____

Tuesday Date _____ Area Working In _____

Total Clock Hours Worked _____

Wednesday Date _____ Area Working In _____

Total Clock Hours Worked _____

Thursday Date _____ Area Working In _____

Total Clock Hours Worked _____

Friday Date _____ Area Working In _____

Total Clock Hours Worked _____

Saturday Date _____ Area Working In _____

Total Clock Hours Worked _____

Write a brief description of your daily work assignments in the space provided.

* Late or missing work reports will result in a lower grade for your class.