

# The just delivered to first flow for

[Business](#), [Accounting](#)



The first day of the internship began with a tour of the company and factory, and introductions to company personnel. Firstly, I visited the Sandwich Production department.

Then, the flow of Sandwich Production Department was observed. After the production department of sandwiches, there was a basic section, which is Packing Department. Done with visiting the factory, I had a meeting with process improvement manager and discussed my schedule for upcoming weeks, and my manager decided the project which will be done during the internship. The Cost Accounting Project was assigned to me by the manager. Then, departmental policies, rules, and regulations were reviewed.

The process improvement engineer, who is my Supervisor informed me about the project objective. The rest of my shift was spent in the Production Planning department and I observed the flow of the work for office side. 13.

06. 2017 Tuesday The second day of the internship my manager gave me an assignment about the factory process. The similar projects to Cost Accounting project was searched in the internet. Communicated with my Internship Supervisor and Process Improvement Manager Bahadur Duran about the progress of the project prerequisites.

Then, engaged to understand the physical layout of the factory.

Collecting the information which is a necessity for time study sheet was observed. Internship supervisor provided me a stopwatch, and time study sheet to use collecting data. For Time Study Chart and Time Study Sheet see Appendix 2, Figure 1 and 8. 14. 06.

2017 Wednesday On the third, day the packing department was assigned to my responsibility by the manager. The packing department flow, and the packing machine was observed. There was a horizontal packing machine which uses for packing the sandwiches which came from the production line. After packing, the products were sent to next section for tagging the products, if they have a special tag. If the product does not have a special tag, they were just delivered to first flow for shipping by an employee. Sometimes any product does not need shipping immediately, or just produced to store. It provides that if there is an order, they can send without any problems.

Production Planning department carries off the problem. Quality control work was observed when I was in the production and packing flow. It was a good gain for me because I could see how important the quality control department.

Most of the day was spent on method and time study. Applied the time study format. I was informed about the progress of applying time study method by my Internship Supervisor.