ROBOTICS AND ARTIFICIAL INTELLIGENCE NIGERIA
PROJECT HANDOVER FORM

PERSONAL DETAILS

1	Surname:	
2	Other Names:	
3	Email Address:	
4	Phone number(s):	
5	Contact Address:	
6	Name of Institution/School:	

PROJECT DETAILS

7	Project Title(s): (List all if more than one)	
8	Project Overview: (Of all projects worked on, discussed separately)	
9	Objectives: (Of all projects worked on, listed separately)	
10	Level of Completion: (Objectives Achieved)	

11	Existing Challenges:	
12	Suggestion:	

INTERNSHIP DETAILS		
13	Start Date of Internship/Project:	
14	End Date of Internship/Project:	
15	Names of your RAIN Support Staff/Project Supervisor	
16	Names of Project Team Colleagues (if any)	
17	Location of Relevant Soft Copy of Works Done E.g. drawings, codes, media files, ppts or reports	
18	Location of Relevant Hardware Used Purposely for this Project e.g robot, fabricated items, etc	

Your Name:_____   Signature & Date:_____

FOR OFFICE USE	
Supervisor:	Name of Official:
Official Handover To:	Soft file name:
Your feedback:	Comment:
Signature:	Signature: