



**STUDENT EXCAVATION REPORT**  
**(information for tutors and students)**

Excavation report comprises of a considerable part of a final mark which is entered into student's record. It should be marked and confirmed with a signature/ stamp by a tutor. Report should be written legibly (computer printouts are preferred) at A4 sheet and up to three pages. It should follow the scheme below and contain the following information:

1. General information about a site (briefly)
  - a) site location and number, region, province, country
  - b) type, chronology, culture
  - c) history and results of prior excavations
  - d) description of a site location.
2. Information about works conducted at a site during student's practice
  - a) project aim and purpose
  - b) excavation results (surface excavated, features, layers and artifacts recorded)
  - c) description of chosen features (two at minimum)
  - d) techniques used at a site:
    - exploration
    - documentation (drawing, photography, descriptive)
    - measurements
    - inventory.
3. Information about student's involvements in works at a site (detailed)
  - a) activity at a site
    - regular
    - sporadic
  - b) skills acquired
    - proficiently
    - needing improvements.
4. Comments and postulates for future excavation practice.

**Excavation report and student evaluation form should be returned  
on 18<sup>th</sup> September at latest!**