

**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 4th September at latest!***

*The exact deadline is announced each year by the fieldwork coordinator

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