

Program Book

Short Term Internship

AP STATE COUNCIL OF HIGHER EDUCATION
(A STATUTORY BODY OF GOVERNMENT OF ANDHRA PRADESH)

Program Book for Short-Term Internship

Name of the Student: VYSYARAJU, SANTHI

Name of the College: ART'S COLLEGE DEGREE SRIKAKULAM (MEN)

Registration Number: 2122001356045

Period of Internship: From: 18/08/23 To: 30/09/23

Name & Address of the Intern Organization MES SCHOOL HODCO COLONY
(SRIKAKULAM)

Instructions to Students

Please read the detailed Guidelines on Internship hosted on the website of AP State Council of Higher Education <https://apsche.ap.gov.in>

1. It is mandatory for all the students to complete 2 months (180 hours) of short-term internship either physically or virtually.
2. Every student should identify the organization for internship in consultation with the College Principal/the authorized person nominated by the Principal.
3. Report to the intern organization as per the schedule given by the College. You must make your own arrangements of transportation to reach the organization.
4. You should maintain punctuality in attending the internship. Daily attendance is compulsory.
5. You are expected to learn about the organization, policies, procedures, and processes by interacting with the persons working in the organization and by consulting the supervisor attached to the interns.
6. While you are attending the internship, follow the rules and regulations of the intern organization.
7. While in the intern organization, always wear your College Identity Card.
8. If your College has a prescribed dress as uniform, wear the uniform daily, as you attend to your assigned duties.
9. You will be assigned with a Faculty Guide from your College. He/She will be creating a WhatsApp group with your fellow interns. Post your daily activity done and/or any difficulty you encounter during the internship.
10. Identify five or more learning objectives in consultation with your Faculty Guide. These learning objectives can address:
 - Data and Information you are expected to collect about the organization and/or industry.
 - Job Skills you are expected to acquire.
 - Development of professional competencies that lead to future career success.
11. Practice professional communication skills with team members, co-interns and your supervisor. This includes expressing thoughts and ideas effectively through oral, written, and non-verbal communication, and utilizing listening skills.

12. Be aware of the communication culture in your work environment. Follow up and communicate regularly with your supervisor to provide updates on your progress with work assignments.
13. Never be hesitant to ask questions to make sure you fully understand what you need to do your work and to contribute to the organization.
14. **Be regular in filling up your Program Book. It shall be filled up in your own handwriting. Add additional sheets wherever necessary.**
15. At the end of internship you shall be evaluated by your Supervisor of the intern organization.
16. There shall also be evaluation at the end of the internship by the Faculty Guide and the Principal.
17. Do not meddle with the instruments/equipment you work with.
18. Ensure that you do not cause any disturbance to the regular activities of the intern organization.
19. Be cordial but not too intimate with the employees of the intern organization and your fellow interns.
20. You should understand that during internship programme, you are the ambassador of your College, and your behavior during the internship programme is of utmost importance.
21. If you are involved in any discipline related issues, you will be withdrawn from the internship programme immediately and disciplinary action shall be initiated.
22. Do not forget to keep up your family pride and prestige of your College.

An Internship Report
On
(Title of the Internship)

Submitted in accordance with the requirement for the degree of.....

Name of the College: GOVT DEGREE COLLEGE SKLM

Department: EDUCATION

Name of the Faculty Guide: DY. DILLESWARARAO SANAPALA

Duration of the Internship: From 18/08/23 To 30/09/23

Name of the Student: VYSYARAJU. SANTHI

Programme of Study BA TE P

Year of Study: 3rd year

Register Number: 2122001356045

Date of Submission:

Student's Declaration

I, V. Santhi, a student of internship Program, Reg. No. 2122001386045 of the Department of B.A, Govt Degree College do hereby declare that I have completed the mandatory internship from 18/08/23 to 30/09/23 in (Name of the intern organization) under the Faculty Guideship of....., (Name of the Faculty Guide), Department of..... B.A..... Govt Degree College (Men) (Name of the College)

V. Santhi
(Signature and Date)

Endorsements

Faculty Guide

S. Dillewar Rao
(Dr. Dillewar Rao)

Head of the Department

M. M. Rao

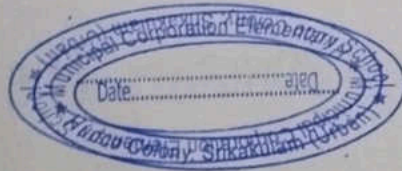
Principal

B. S. Rao

Certificate from Intern Organization

This is to certify that VYSYARAJU Santhi (Name of the intern) Reg. No. 2122001356045 of GOVT degree college (Name of the College) underwent internship in M.C.E. School Hudco colony (Name of the Intern Organization) from..... to 30/09/2023..

The overall performance of the intern during his/her internship is found to be (Satisfactory/Not Satisfactory).



H. M. S. 30/9/2023
Authorized Signatory with Date and Seal

HEAD MASTER
M.C.E. SCHOOL
HUDCO COLONY
SRIKAKULAM (URBAN)

ACKNOWLEDGEMENTS

9:5 to 9:20 (Prayer)

National song 2. Maa telugu talli song 3. slogan All students are prayer well

9:30 to 10:30 AM

Subject :- Telugu

Class :- 1st class

4 girls and 4 boys attend in my class

Class :- 2nd class

2nd class are good response in my class but first and second members are doesn't active in my class. Remaining student's in my class wellen good.

Subject :- Maths

REPORT :- some students are respond actively and other students are average....

2:10 to 2:30 (break)

→ All 1st and 2nd class student are read
and practice tables and Additions and substra
ctions

→ 3:30 PM (students are stand pladge) National
antham song school dispers.

CHAPTER 1: EXECUTIVE SUMMARY

The internship report shall have only a one-page executive summary. It shall include five or more Learning Objectives and Outcomes achieved, a brief description of the sector of business and intern organization and summary of all the activities done by the intern during the period.

Learning objects :-

- I teach the lesson all students in my class
- I teach the lesson and how to write maths and english work book of explain all students.
- the head madam how to explain lessons and how to interact with students to explain to me
- In my internship training I explain lessons, and conduct games and some programmes are conducted

out comes

- All classes students are good response. in MES school Hadco colony total strength is 40 students
- I my self I explain lessons are good and

→ also student's are good respond.

→ How to EXCITE the lessons Discipline and communication skills.

CHAPTER 2: OVERVIEW OF THE ORGANIZATION

Suggestive contents

- A. Introduction of the Organization
- B. Vision, Mission and Values of the Organization
- C. Policy of the Organization, in relation with the intern role
- D. Organizational Structure
- E. Roles and responsibilities of the employees in which the intern is placed.
- F. Performance of the Organization in terms of turnover, profits, market reach and market value.
- G. Future Plans of the Organization.

MES school Haldi colony ~~school~~ ~~school~~ Sriakulam on first

day going to school Prayar. National anthem. Pledge in
Prayer time in prayer time all students are very discipline.
The school Head master doing the activities with me and other
intern. student's also attend the activities.

In classroom I teach the lesson all students are
listen silently and very carefully I conduct the exam's with
all student's are silently writing exam. After exam I
give the papers and correction the papers. Childrens is
celebration on Teacher's day. (sep 5th)

→ Musical chain dance. Essay writing a quit conduct
These games in teachers day celebration.

→ All games are playing to students very well.

→ some team's are won games 1st 2nd 3rd respectively some teams are doesn't won games four will played.

→ In september 5th 2023 first of all students and teachers and other intern students.

→ sir gives the prizes in all win the students. and others cultural activities are conducted in my intern school.

→ in september 5th 2023 it very good day in my life.

CHAPTER 3: INTERNSHIP PART

Description of the Activities/Responsibilities in the Intern Organization during Internship, which shall include - details of working conditions, weekly work schedule, equipment used, and tasks performed. This part could end by reflecting on what kind of skills the intern acquired.

1. introduction :-

In MES school Hadlo colony street shikakulam. staff I head master and also teachers.

in lunch time 4 women's serve to food all students.

women's are shikakulam.

2. Vision mission & values of organisation :- The mission is

only 2 month's 2. how to teach us communication skills doing activities. 3. how choose this school some reasons are There school surrounding good faculty and good students.

3. Role & personality :- Teach the lessons. writing the work book notes in the school. and my role is teacher. I respond of all student's discipline and good behaviour learn to students.

→ I teach the lesson all students joining in school.

→ Both Profit and loss of students joining his children in

→ Now a days Parents are can't joining his children in govt school because teaching skill is nice in govt school
→ Teacher.

future plans of the organisation:-

Teachers are teach the lesson very well school surroundings are more beautiful plants and cleaning in the school outside (Prahar wall)

ACTIVITY LOG FOR THE FIRST WEEK

| DAY & DATE | BRIEF DESCRIPTION OF THE DAILY ACTIVITY | LEARNING OUTCOME | Person In-charge Signature |
|------------|--|--|----------------------------|
| Day - 1 | Teaching the lesson to students in class room | I teach the lesson students are silently listening respond. | Ch. M. G. |
| Day - 2 | Teaching the lesson to students in class room | I teach the lesson students are silently listening respond. | Ch. M. G. |
| Day - 3 | Teaching the lesson to students in class room | adding Multiple numbers and all students are good respond. | Ch. M. G. |
| Day - 4 | I am writing the work books of 6th class student's and 8th class student's. | 6th, 8th class student work book's are clear and good writing. | Ch. M. G. |
| Day - 5 | prepare the all student's for examination's. I am invigilation of 6th class. | 40 students are write the exam's as well. | Ch. M. G. |
| Day - 6 | prepare the all student's for examination conduct the examination. | All student's are write exam's (social) normal. | Ch. M. G. |

WEEKLY REPORT

WEEK - 1 (From Dt..... to Dt.....)

Objective of the Activity Done:

Detailed Report:

I. Preparing the Examination of all students in first day. I prepare the Hugu Exam of student's in 4th class. All students are attend in the class. all students are form a line and silently Exam is writing.

II. In second day I conduct the Examination of 6th class. I am the invigilator of 6th class. All student's are attend the Examination. all students are attend the collect exam paper and finish Exam is finished all student's papers are collect by MC. similarly remaining three days conduct the Exams as wally all student's are sitting the Examination places and silently writing.

Report :- All students good writing the Exam well. The learning outcome controly the students and H.M sir some activities and correction the question paper. all students are gain good marks and next day I explain highest wrong answer of the class. that question explain to studenty in my class.

ACTIVITY LOG FOR THE SECOND WEEK

| DAY & DATE | BRIEF DESCRIPTION OF THE DAILY ACTIVITY | LEARNING OUTCOME | Person In-charge Signature |
|------------------|--|---|----------------------------------|
| Day - 1 | Teaching the lessons to student's in 7th class | in the class 7 teach the lesson of the same time students raise doubt | Ch. M. G. |
| Day - 2 | Teaching the lesson's to students in 9th class | in the class all students are good response and reading is good. | Ch. M. G. |
| Day - 3 | Teaching the lesson to students 8th class. | in the class all students respond average one boy is well | Ch. M. G. |
| Day - 4 | Teaching the number's and A.B.C.D.Z | Reading and writing all student's very well | Ch. M. G. |
| Day - 5 | conduct the normal dictation of 8th class student's. | all students are reading average. | Ch. M. G. |
| Day - 6 | Teaching the sum of in 9th class. social. | I am teaching the lesson to students are home work. | Ch. M. G. |

WEEKLY REPORT

WEEK - 2 (From Dt..... to Dt.....)

Objective of the Activity Done:

Detailed Report:

Teaching lessons in this week 7th 9th 5th classes.

1. I teach the lesson in 9th class in the morning.

Three sum's are Explain to the all student's of 9th class. the students are writing the sum in our note books. many students are respond very well.

2. in second day I Explain new to interact with other persons. The lesson 8th class students good response. today class attend my class.

3. in third day I Explain how to interact with other persons some communication skills Explain with us.

4. in fourth day I teach lesson in 7th class. for student's are active and other student's are dull and normal.

5. in fifth day Saturday morning teaching the Mathes multiplication of two, ten numbers how multiply the number's student's are listening carefully.

6. in sixth day I Explain Padya Rathale. in telugu poem of 7th class student's.

7. in seventh day I take lesson 9th class.

Report:- the Head master gives Exam Paper's I correct on that Answer paper's.

ACTIVITY LOG FOR THE THIRD WEEK

| DAY & DATE | BRIEF DESCRIPTION OF THE DAILY ACTIVITY | LEARNING OUTCOME | Person In-charge Signature |
|------------|---|---|----------------------------|
| Day - 1 | I have checked a ball 8 th class student's answer on how to live in a society. | I have know so many new things that kids thinks about their place here & situations | Ch. May |
| Day - 2 | I have taught 2 th class student's a boat colorful basic like day day charts. | I got know about teaching new things to the student's. | Ch. May |
| Day - 3 | I had conducted a law activity to the and class where on the student's had participating very well. | I have developed my communication mentoring skills very well. | Ch. May |
| Day - 4 | I have helped the match in their respectivity work. | I come to know about the working the teacher. | Ch. May |
| Day - 5 | I have taught 8 th class student's about math's basics and this help them further. | I have learned to teach about how to solve arithmetic problems. | Ch. May |
| Day - 6 | I have taught 7 th social lesson in 4 th class in a practical way. | I have learnt to teach in practical way. | Ch. May |

WEEKLY REPORT

WEEK - 3 (From Dt..... to Dt.....)

Objective of the Activity Done:

Detailed Report:

In this week I have developed my teaching skills from syllabus lessons to a practical approach which enhanced my communication skills very well.

And I have also interacted with the respected government teachers, also parents about the situation's problem's environment etc. I have also tried to teach the students so that they feel like they are in an open space.

I have also managed to know with teachers and staffs work which made me know things that happen behind school.

ACTIVITY LOG FOR THE FOURTH WEEK

| DAY & DATE | BRIEF DESCRIPTION OF THE DAILY ACTIVITY | LEARNING OUTCOME | Person In-charge Signature |
|------------|---|--|----------------------------|
| Day - 1 | I have taught social chapter to the 7 th class and 6 th class 1 to 2nd class. | I have developed my teaching skills the students too are good | Ch. M. G. |
| Day - 2 | I have conducted a game for exploring their talent for 6 th class. | I have interacted with students and helped them in their doubts. | Ch. M. G. |
| Day - 3 | I have checked about every class Environment the sanitary facilities and water supply | I have to come to know about the problem in school. | Ch. M. G. |
| Day - 4 | I have interacted with students regarding their problems in school and gave some solution. | I tried to solve students problems at a possible level. | Ch. M. G. |
| Day - 5 | I have taught 6 th class student's about animals and birds | I have dealt with 6 th class student digital art. | Ch. M. G. |
| Day - 6 | I have taught 7 th class about editing etiquette | I have increased my communication skills. | Ch. M. G. |

WEEKLY REPORT

WEEK - 4 (From Dt..... to Dt.....)

Objective of the Activity Done:

Detailed Report:

In this week I have developed my skills such as teaching mentoring communication managing and team participation skills when compared to the previous. These are.

I have also observed about the school environment students performance and I have also interacted with them and gave advice and get tried to solve them in other ways.

The students also have been well performing with a good rate.

ACTIVITY LOG FOR THE FIFTH WEEK

| DAY & DATE | BRIEF DESCRIPTION OF THE DAILY ACTIVITY | LEARNING OUTCOME | Person In-charge Signature |
|------------------|---|---|----------------------------------|
| Day - 1 | I have taught 7 th class about discipline followed in class room. | I have interacted with the students about discipline. | Ch. M. G. |
| Day - 2 | Venayaka Chavithi holiday. | — | Ch. M. G. |
| Day - 3 | I have interacted with 6 th class students through digital way. | I have accessed the digital devices in the school | Ch. M. G. |
| Day - 4 | I have taught the 7 th class about English lessons. | The student's have learned and doing good in studies | Ch. M. G. |
| Day - 5 | I have taught the 8 th class about social lesson | The studenty are doing well | Ch. M. G. |
| Day - 6 | I have interacted with all students about previous status and present status. | I have know so many things in This Journey. | Ch. M. G. |

WEEKLY REPORT

WEEK - 5 (From Dt..... to Dt.....)

Objective of the Activity Done:

Detailed Report:

As per the week I have come to know that I have learnt so many things in this journey. I have developed my communication skills. Managerial skills, intravative skills, reaching skill and other skills which enhanced me very well.

I came to know few good things and also some problem which I have tried to solve and made better out of it. I learn about a teacher worklot and mostly as an intern in the work space.

CHAPTER 5: OUTCOMES DESCRIPTION

Describe the work environment you have experienced (in terms of people interactions, facilities available and maintenance, clarity of job roles, protocols, procedures, processes, discipline, time management, harmonious relationships, socialization, mutual support and teamwork, motivation, space and ventilation, etc.)

interns work environment is one of the aspects of interns quality addressed in this report. the people at PSNM school were and with basic level give a description our work and with basic things like chalk pieces. our role is to enhance the students. observe them and any other negative analyse all activities by students and staff our things are from 9:00 AM to 3:30 (morning to afternoon)

The headmaster and the workers are very polite and humble to me. the students are very friendly and interactive which made me socialize with them very easily. the other interns as a team were very able and focused in the work we were also given spaces for our process which made our internship very useful for us.

Describe the real time technical skills you have acquired (in terms of the job-related skills and hands on experience)

There were some technical skills I had acquired from this internship.

I have know what about how to put my knowledge and skills into practice such as mentoring. I learned how to communicate and build relationship with the people I worked I learned that every department or organisation has its own culture. I quickly learned that every company has its own culture. as a intern I discovered its essential to be enthusiastic and open to learning new skills. I learned that its important to communicate with teachers and head master or here any doubts.

Asking and receiving feedback is very important it is essential to take note of both the positive and negative points for future I learned that sometimes asking for feedback or receiving feedback is difficult to hear but it will have a significant impact on your future career and success.

Describe the managerial skills you have acquired (in terms of planning, leadership, team work, behaviour, workmanship, productive use of time, weekly improvement in competencies, goal setting, decision making, performance analysis, etc.

There are some managerial skill I have acquired from this internship.

I learned how to effectively deal with. People developing managerial skill is important to all professions as a term. We planned about scheduling with respect to time and we all acted as a leaders for every week we arranged our workplace culture for productive use of time.

We have kept notes for observing every-one improve month weekly wise we will discuss about all pro's and con's in our working style. We all have kept our goals of this journey. We also have developed our decision making skills which are very essential in further. After the final day we have discovered about our performance is upgraded.

Describe how you could improve your communication skills (in terms of improvement in oral communication, written communication, conversational abilities, confidence levels while communicating, anxiety management, understanding others, getting understood by others, extempore speech, ability to articulate the key points, closing the conversation, maintaining niceties and protocols, greeting, thanking and appreciating others, etc.,)

We have improved our communication skill in this internship at PSNM School ~~retaco~~ colony Sriharikulam.

As we have been interacting with each others students we have improved our oral communication. Written communication as we are assigned to class room's, at first day we may feel these but know we are confident while communication. conversation others.

We also come to getting understand by others we improved our speech skill from prepared level to extempore level. We have also developed few teaching skills in our way which made students better.

Describe how could you could enhance your abilities in group discussions, participation in teams, contribution as a team member, leading a team/activity.

Team work is one of the most sought after skills in the work place.

We the interns of PSNM school Hadco colony Sri -Rakulam formed as a team to enhance and improve our work in an efficient way.

Firstly as we have no familiarity with each other initially it took time and we have also become a supportive team.

Every week one of us will lead the team to take leadership we have discussed with each other's about work performance.

Working as a team members and also as a leader made me know about how to work as a team member. its. role in the team and responsibilities as a leader. I have lead the team in my way on interact cooperative and manage them as a unity in every activity it gave me. Experience and knowledge about team work.

Describe how could you could enhance your abilities in group discussions, participation in teams, contribution as a team member, leading a team/activity.

Team work is one of the most sought after skills in the work place.

We the interns of PSNM school Harco colony Sri -Kakulam formed as a team to enhance and improve our work in an efficient way.

fristly as we have no familiarity with each other obviously it took time and we have also become a supportive team

Every week one of us will lead the team to take leadership we have discussed with each other's about work performance.

working as a team members and also as a leader made me know about how to work as a team member. its. role in the team and responsibilities as a leader. I have lead the team in my way on interact cooperative and manage them as a unity in every activity it gave me. Experience and knowledge about team work.

Describe the technological developments you have observed and relevant to the subject area of training (focus on digital technologies relevant to your job role)

The government has taken a big leap in implementing technology in education system to amplify digital transformation of school through smart phone PSNM school used devices in the procedure.

The headmaster updates the information of school through smart phone. They scan face of the student's for cheating every teacher and headmaster of school make their attendance through face scan method.

There is a smart TV which can be used for teaching practicing the primary student's more than Academic syllabus in English medium when compared to previous system that are followed in government school now the present system followed by our school is very enhanced upgrade and enriched in every standards we have also used the technology device for our tasks related to internship. Even when the students are leaving from school it is also recorded under head master vision and is documented.

Student Self Evaluation of the Short-Term Internship

Student Name: & Registration No: **VYSYARAJU SANTHI**

Term of Internship: From To

Date of Evaluation:

Organization Name & Address: **MES SCHOOL HBD CO COLONY (SRIKARULAM)**

Name & Address of the Supervisor
with Mobile Number:

Please rate your performance in the following areas:

Rating Scale: Letter grade of CGPA calculation to be provided

| | | | | | |
|---|---|---|---|---|---|
| 1) Oral communication | 1 | 2 | 3 | 4 | 5 |
| 2) Written communication | 1 | 2 | 3 | 4 | 5 |
| 3) Initiative | 1 | 2 | 3 | 4 | 5 |
| 4) Interaction with staff | 1 | 2 | 3 | 4 | 5 |
| 5) Attitude | 1 | 2 | 3 | 4 | 5 |
| 6) Dependability | 1 | 2 | 3 | 4 | 5 |
| 7) Ability to learn | 1 | 2 | 3 | 4 | 5 |
| 8) Planning and organization | 1 | 2 | 3 | 4 | 5 |
| 9) Professionalism | 1 | 2 | 3 | 4 | 5 |
| 10) Creativity | 1 | 2 | 3 | 4 | 5 |
| 11) Quality of work | 1 | 2 | 3 | 4 | 5 |
| 12) Productivity | 1 | 2 | 3 | 4 | 5 |
| 13) Progress of learning | 1 | 2 | 3 | 4 | 5 |
| 14) Adaptability to organization's culture/policies | 1 | 2 | 3 | 4 | 5 |
| 15) OVERALL PERFORMANCE | 1 | 2 | 3 | 4 | 5 |

V. Santhi
Signature of the Student

Evaluation by the Supervisor of the Intern Organisation

Student Name: & Registration No: VYSYARAJU SANTHI

Term of Internship: From _____ To _____

Date of Evaluation: 30/09/2023

Organization Name & Address: MES SCHOOL HUDCO COLONY (SRIKAKULAM)

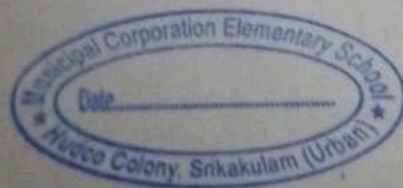
Name & Address of the Supervisor: CH. Mangamma, H.M., M.C.E. School
with Mobile Number: Hudco colony SRI 9291228332

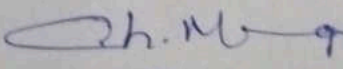
Please rate the student's performance in the following areas:

Please note that your evaluation shall be done independent of the Student's self-evaluation

Rating Scale: 1 is lowest and 5 is highest rank

| | | | | | |
|---|---|---|---|---|---|
| 1) Oral communication | 1 | 2 | 3 | 4 | 5 |
| 2) Written communication | 1 | 2 | 3 | 4 | 5 |
| 3) Initiative | 1 | 2 | 3 | 4 | 5 |
| 4) Interaction with staff | 1 | 2 | 3 | 4 | 5 |
| 5) Attitude | 1 | 2 | 3 | 4 | 5 |
| 6) Dependability | 1 | 2 | 3 | 4 | 5 |
| 7) Ability to learn | 1 | 2 | 3 | 4 | 5 |
| 8) Planning and organization | 1 | 2 | 3 | 4 | 5 |
| 9) Professionalism | 1 | 2 | 3 | 4 | 5 |
| 10) Creativity | 1 | 2 | 3 | 4 | 5 |
| 11) Quality of work | 1 | 2 | 3 | 4 | 5 |
| 12) Productivity | 1 | 2 | 3 | 4 | 5 |
| 13) Progress of learning | 1 | 2 | 3 | 4 | 5 |
| 14) Adaptability to organization's culture/policies | 1 | 2 | 3 | 4 | 5 |
| 15) OVERALL PERFORMANCE | 1 | 2 | 3 | 4 | 5 |




 HEAD MASTER
 M.C.E. SCHOOL
 HUDCO COLONY
 SRIKAKULAM (URBAN)

30/9/2023



EVALUATION

Internal Evaluation for Short Term Internship (On-site/Virtual)

Objectives:

- To integrate theory and practice.
- To learn to appreciate work and its function towards the future.
- To develop work habits and attitudes necessary for job success.
- To develop communication, interpersonal and other critical skills in the future job.
- To acquire additional skills required for the world of work.

Assessment Model:

- There shall only be internal evaluation.
- The Faculty Guide assigned is in-charge of the learning activities of the students and for the comprehensive and continuous assessment of the students.
- The assessment is to be conducted for 100 marks.
- The number of credits assigned is 4. Later the marks shall be converted into grades and grade points to include finally in the SGPA and CGPA.
- The weightings shall be:
 - Activity Log 25 marks
 - Internship Evaluation 50marks
 - Oral Presentation 25 marks
- Activity Log is the record of the day-to-day activities. The Activity Log is assessed on an individual basis, thus allowing for individual members within groups to be assessed this way. The assessment will take into consideration the individual student's involvement in the assigned work.
- While evaluating the student's Activity Log, the following shall be considered –
 - a. The individual student's effort and commitment.
 - b. The originality and quality of the work produced by the individual student.
 - c. The student's integration and co-operation with the work assigned.
 - d. The completeness of the Activity Log.
- The Internship Evaluation shall include the following components and based on Weekly Reports and Outcomes Description
 - a. Description of the Work Environment.

- b. Real Time Technical Skills acquired.
- c. Managerial Skills acquired.
- d. Improvement of Communication Skills.
- e. Team Dynamics
- f. Technological Developments recorded.

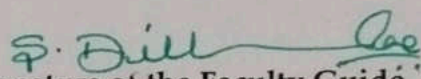
MARKS STATEMENT
(To be used by the Examiners)

INTERNAL ASSESSMENT STATEMENT

Name Of the Student: VYSARAJU, SANTHI
Programme of Study: Educational Department
Year of Study: 3rd year
Group: B.A. (T.E.P.)
Register No/H.T. No: 2128001356045
Name of the College: Government Degree College (M.F.W) Srikakulam
University: DR. B.R. AMBEDKAR UNIVERSITY

| Sl.No | Evaluation Criterion | Maximum Marks | Marks Awarded |
|-------|----------------------|---------------|---------------|
| 1. | PROJECT LOG | 20 | 18 |
| 2. | IMPLEMENTATION | 30 | 28 |
| 3. | REPORT | 25 | 24 |
| 4. | PRESENTATION | 25 | 24 |
| | GRANDTOTAL | 100 | 94 |

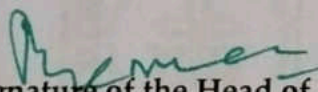
Date:

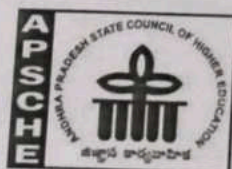

Signature of the Faculty Guide

Certified by

Date:

Seal:


Signature of the Head of the Department/Principal



**ANDHRA PRADESH
STATE COUNCIL OF HIGHER EDUCATION**

(A Statutory Body of the Government of Andhra Pradesh)

2nd, 3rd, 4th and 5th floors, Neeladri Towers, Sri Ram Nagar, 6th Battalion Road
Atmakur (V) Mangalagiri (M), Guntur, Andhra Pradesh, Pin - 522 503

www.apsche.ap.gov.in