

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: Biddika SANTHOSH

Name of the College: Government degree college (men) SRKM

Registration Number: 2122001440005

Period of Internship: From: 14/08/2023 To: 14/09/2023

Name & Address of the Intern Organization fishers department
Elisupuram, (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: Government degree college (men) srirakulam.

Department: BA. IGE

Name of the Faculty Guide: Ravi babu sir

Duration of the Internship: From 14/8/23 To 14/9/2023

Name of the Student: Bidhika Santosh.

Programme of Study

Year of Study: 3rd year

Register Number: 2122001440005

Date of Submission:

Student's Declaration

I, B. Santhosha student of internship Program, Reg. No. 2/2200144/0005 of the Department of BA, I Ge. Govt. degree College do hereby declare that I have completed the mandatory internship from 14/9/23 to 14/11/2023 in fisher's department (Name of the intern organization) under the Faculty Guideship of Gangadharoo, (Name of the Faculty Guide), Department of BA, I Ge. Govt degree College (Name of the College)

B. Santhosh

(Signature and Date)

Endorsements

Faculty Guide

Beemaiah
4/11/2023

Head of the Department

Principal

Government of Andhrapradesh
Department of Fisheries.

Certificate from Intern Organization

This is to certify that B. Santhosh (Name of the intern) Reg. No. 2122001440005 of G.O.V.T. degree College (Name of the College) underwent internship in Dept. of Fisheries (Name of the Intern Organization) from..... to

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



Authorized Signatory with Date and Seal
(K. GANGADHARAO)
E.I.D. No. 0104/04
Fisheries Development Officer
Srikakulam Dist

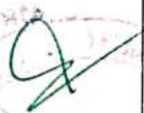
ACKNOWLEDGEMENTS

I would like to thank all those people who helped me in successful completion of my internship programme with deepest sense of gratitude.

I acknowledge the inspiring guidance, positive criticism and encouragement rendered by Respectable FDO Sir.

Through the period of his investigation and preparation of the project, I am really independent for his valid suggestions, advice and help in collecting the project.

ACTIVITY LOG FOR THE FIRST WEEK

DAY & DATE	BRIEF DESCRIPTION OF THE DAILY ACTIVITY	LEARNING OUTCOME	Person In-charge Signature
Day - 1	<u>Pond preparation</u> :- The optimum size pond is rectangular size	fish yield in pond can affected by various factors in pond	
Day - 2	<u>Soil and water</u> :- The soil type of water and its fertility in size	It controls pond stability, pH & Salinity of water	
Day - 3	<u>Aquatic Weeds</u> :- They not only take away nutrients but also upset or balance	If left unchecked may choke the water body posing a serious to fishes	
Day - 4	<u>Unwanted fishes (or) predators</u> :- They may be unwanted fishes and predators	They complete with culture fish for food, nutrients	
Day - 5	<u>Liming</u> :- Liming should be done to pond based on variety of culture	Liming includes CaCO_3 , $(\text{CaMg})(\text{CO}_3)_2$	
Day - 6	<u>fertilizers</u> :- plays a crucial role in fish culture	Ammonium - phosphate (20-30kg/ha)	

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.

The Sustainable Fisheries Management Project will be identify innovative for strengthening fisheries management. The goal of fisheries management is to produce sustainable biological, environmental and Socio economic benefits from aquatic resources. Resource conservation food production, generation of economic wealth, generation of reasonable income for fisheries, maintain employment for fisheries, maintaining the viability of fishing communities are the main objectives of fisheries management. The activities done during the intern period includes pond preparation for culture, selection of crop, fodder (or) feeding habits, laboratory techniques for testing for quality, Salinity, Nitrate levels in the water. DO's and DON't's of fish culture, selection and stocking of crops and introduction of some major crops.

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.

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.

The sustainable fisheries management will be definitely innovative, cost effective mechanisms for strengthening fisheries management capacity in accord with the strategic context to motivate the role of the public sector in this we have learned about the pond management selection of ship, fodder given to the fish, record maintenance, water quality of pond etc... major crops include cattle, Rohu, mrigal and about their housing and feeding habits and management capacity of secretariat of agriculture, live stock, fisheries and food (SAGPVA) particularly those functions required. Local and foreign techniques for testing the quality, salinity of water. Skills required during the project include management of fisheries, lab equipment of fishery department of communication.

WEEKLY REPORT

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

Objective of the Activity Done: preparation of pond

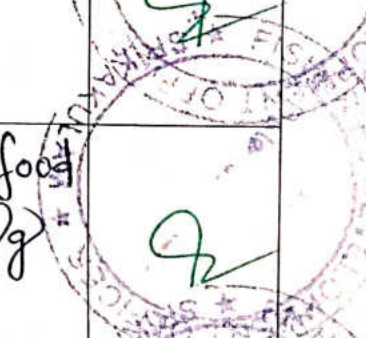
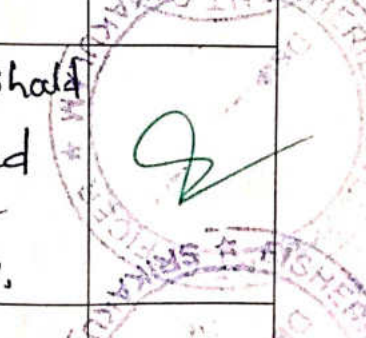
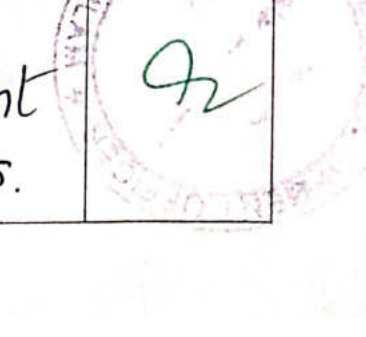
Detailed Report: preparation of pond :- The optimum size of the pond is rectangular with size varying from 0.1-20 hectares with depth ranging from 2.0 to 3.0 meters the soil type of pond and its fertility status for the fresh water fishes especially the Carps alluvial soil. The pH has neutral pH ranging between 7.5-8.0. The pH has brought to neutral if the pond soil and water and saline alkaline.

The aquatic weeds in fishpond are undesirable they not take away the nutrients but also upset the oxygen balance in the water by releasing CO_2 into pond during nights.

The unwanted fishes (or) predators may be predatory they can be eliminated through repeated netting in pond.

The type of lime to be used depend on the water pH it is recommended the lime (CaCO_3) or ($\text{CaMg}(\text{CO}_3)_2$) organic fertilizers such as (467.0) urea Compound fertilizer like ammonium phosphate (16.20:0) can be used at 20-30 kg/hectar.

ACTIVITY LOG FOR THE SECOND WEEK

DAY & DATE	BRIEF DESCRIPTION OF THE DAILY ACTIVITY	LEARNING OUTCOME	Person In-charge Signature
Day - 1	<u>Selection</u> :- male & female fishes are introduced for breeding season	Released egg (1-10 days) known as spawn.	
Day - 2	<u>Spawn</u> :- (20-25 days) is called fry (30-40 days) advanced fry.	fry should shifted to rearing tank.	
Day - 3	<u>stunged fingerlings</u> :- High amount of density culture is called stunged fingerlings.	High priority is given for this.	
Day - 4	<u>feeding</u> :- General feed should given at morning and evening routine.	on 6th day food protein - egg feed	
Day - 5	<u>water management</u> :- measure should be taken to ensure adequate soil	measure should be adopted to prevent fish.	
Day - 6	<u>Kacha nursery</u> :- Advance fry is added to Kacha nursery.	for good management practices.	

WEEKLY REPORT

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

Objective of the Activity Done: Selecting & stocking of Carps.

Detailed Report: Selecting and stocking of Carps.

Selection: About 15-20 days after the initial manuring selected species of Carps are introduced into the pond when several species of fishes are reared together in pond in an intensive way. The survival of fingerlings introduced into particular pond depends very much on their size bigger than size it should have size 10-15 mm.

From the temperature point of view the best time of stock of pond will be when the water in the pond is within the optimum range of 20-30 obviously temperature below 30°C will affect the growth of the fish.

In water management all proper depth of water should be maintained. Harvesting can be done either by partially draining water out of pond by repeated netting.

ACTIVITY LOG FOR THE THIRD WEEK

DAY & DATE	BRIEF DESCRIPTION OF THE DAILY ACTIVITY	LEARNING OUTCOME	Person In-charge Signature
Day - 1	Introduction of moray eel 1. catla large a brood Head producing saw	Rearing: upper column	
Day - 2	Feed:- fingerling Comenise some plankton algae 700 plankton	Adults feed mainly on the surface	
Day - 3	Rohu:- clownfish fish with dactyl aculea on its upper body	Rearing:- middle column	
Day - 4	Feed: eat zooplankton phyto plankton	Feed will grow better holes in faster growth	
Day - 5	Health of its away from fish, cover with lyctoid scales some plankton	regain better column	
Day - 6	Pres:- plankton feed debris found in bottom	Bottom feeders	

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

Catfish:-

Catfish in a large and broad has with a large protruding lower jaw and captures mainly large quantities of food on its dorsal side and whitish on its belly its another feature in length and long in weight

→ Adult feed on zooplankton and phytoplankton

Rohu Fish:-

Rohu Fish has small, sharp conical lower jaw like long cylindrical body covered with scales it has maximum length of 1 meter

Mrigal Fish:-

Mrigal fish has small head sharp and lower jaw like long cylindrical body covered with scales it has body is about 1 meter

→ Feed its bottom bivalve feeders

→ with small insect reared frequently elements

ACTIVITY LOG FOR THE FOURTH WEEK

DAY & DATE	BRIEF DESCRIPTION OF THE DAILY ACTIVITY	LEARNING OUTCOME	Person In-charge Signature
Day - 1	salinometer - Device used to measure the salinity in a solution	Recall out the percentage of salt in solution	
Day - 2	pH meter - it measures the hydrogen ion activity in water	Neutral - pH 7 acidic - pH < 7 basic - pH > 7	
Day - 3	Nitrate test - indicates High nitrate levels in a pond	low nitrate levels improves health of fishes	
Day - 4	Test - 5 drops of reagent A & reagent B are tested	Red (or) Pink Nitrate reduction Red-Violet. presence of nitrate	
Day - 5			
Day - 6			

WEEKLY REPORT

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

Objective of the Activity Done:

Laboratory

Detailed Report:

Salinometer :-

It is a device used to measure the salinity or dissolved content of solution.
→ it is specially a calibrated hydrometer to read out the percentage of salt in solution.

pH meter :-

A pH meter measures the hydrogen ion activity in water based solutions.

Indicates acidity or alkalinity of a solution

Neutral solution $pH = 7$

Acidic solution $pH < 7$

Basic solution $pH > 7$

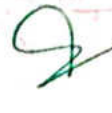
Nitrate Test :- High nitrate levels in pond indicates a build of fish waste
→ Low nitrate improves health of fish.
→ High nitrate level increase algae and poor quality.

Test :- 5 drops of reagent 'A' and reagent "B" in a test tube & shake it well.

Red or pink - Nitrate reduction

Red or Violet - presence of nitrate.

ACTIVITY LOG FOR THE FIFTH WEEK

DAY & DATE	BRIEF DESCRIPTION OF THE DAILY ACTIVITY	LEARNING OUTCOME	Person In-charge Signature
Day - 1	Selection of Shrimp :- Sampling is most important factor in selection.	Dont's: stocking should not be checking too quality of fry	
Day - 2	fodder :- fresh fodder with good nutritional value should be value & purchased	Dont's: Fodder should not be fed with out Cal- culating FCR	
Day - 3	Water ownership :- Before stocking the water Quality should be Tested.	Dont's: Withoul testing the quality of shrimp fry shouldn't release	
Day - 4	Aeration :- additional aeration because of properly arranged because few shrips	Dont's: High density cultivation shalldit be done Withoul Calucation	
Day - 5	Health ownership :- Bio Security arrangements should be regularly reviewed.	Dont's: The fence around the pond & bird net should not be torn.	
Day - 6	Hed: Planning should be done based on market demand.	Dont's: Don't Caught Without proper planning, Caughton full moons day.	

WEEKLY REPORT

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

Objective of the Activity Done:

Do's and Don't's in Culture

Detailed Report:

After stress tests, microscopic and PCR tests for shrimps, quality used is selected and stocked.

Don't's :- Shrimp fry should not be purchased from hatcheries not licensed by CCH.

Fodder :- Fresh fodder with good nutritional value should be selected.

Don't's :- Do not use cheap fodders.

Water ownership :- Check the standard range oxygen and pH should be checked every morning and evening.

Don't's :- In saline ponds there is no need to add minerals every week.

Aeration :- Depending up on no. of aerobes pond should be arranged in 2 circles.

Don't's :- Don't use poor quality aeration.

Health ownership :- probiotics used instead of antibiotics prawn in a check tray should be checked.

Don't's :- Some tools used in one pond shouldn't used in another pond.

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.)

Good environment is very important for learning and doing job or other work.

Good environment is always boosting up your interest. A working environment

is the sitting social features and physical conditions in which you

perform your job. These elements

can impact feelings of well being,

work place relationships, collaboration

and efficiency and employee health.

The office is more comfortable and

improving your communication.

The work environment impacts my mood, drive, mental health and performance.

my confidence is increased overall

environment is good at fisheries

department through positive influence

the entire work in environment.

The office is an improving communication

I feel there is a good interaction

at the department.

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

Internship provides Valuable personal experience and allow us to test the theories and Concepts we have been introduced to throughout our College carrier SKILLS we have picked up during the course area is

Real Time SKILLS

1. Communication
2. Collaboration
3. Time management
4. Critical thinking
5. Patience

Technical SKILLS

1. Data collection
2. Harvest time
3. Data entry
4. fish health
5. laboratory equipment
6. fish Culture.

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.

- open communication and mutual support are two characteristics.
- of good team work to contribute to increased job satisfaction and active management of idea sharing among the people.
- A successful and qualified intern needs to have a willingness to learn.
- Internships are introduction to carrier fields that have the capacity to teach really valuable lessons for interns future carrier path.
- It teaches us to be great to learn the work experience at fields to after the host employees.
- It Teaches us to be great listeners who knows how to take decisions.
- Every learning opportunities that comes our way familize, ourself with various aspects of related areas.
- It Teaches us to be well disciplined in all the aspects.

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.,)

Think before you speak :-

Always pause before you speak not saying the first thing that comes to mind take a moment and pay close attention to what you say and how you say it.

Written things down :-

Take a note when you are listening a class or when you are in a meeting in internship or talking to another person

Body language matters :-

This is important for face to face meetings and also for video conference make sure that appear accessible so have an open body language keep any eye on contact.

maintain positive attitude :-

Your positive attitude will shine through and other person will know it and helps in people will respond.

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

The participating candidates will be assessed in terms of clarity of thoughts, expressions and aptness of language.

Importance of interpersonal skills :-

Interpersonal skills reflect the ability of individual to interact with other members of the group in a brief situation.

- Emotional maturity and balance promotes good interpersonal relationships.
- The person has to be more centric and less self centered.

Importance of presentation skills :-

Presentation is an effective way to communicate to a large number of people at the same skill.

Leadership skills :-

Ability to take leadership roles and ability to lead, inspire and carry the team along to help them achieve group's objectives.

Analytical skills :-

Ability to analyze and persuade others to solve the problem.

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

Technological developments include and practices used for finding, harvesting, handling, processing and distributing of aquatic resources and their products. Processing technology helps reduce food loss and waste thus reducing the pressure of the fisheries resources and fostering sustainability of the sector. Processing often in results in quantity of by products harvesting of aquatic resources and production is done neither in the wild or in confined environments. Estimates can be made easily, meaning fish spend less time out of the water increasing their survival rate.

SALPS have been emerged as a genotyping technology which is widely used to be lab equipment. Like Salimeter, pH meter, helps in maintaining the quality, salinity of water before introduction of fishes in a pond culture. Tests will help to identify the nitrate levels.

Student Self Evaluation of the Short-Term Internship

Student Name: & Registration No: **B. Santhosh & 2122001440005**

Term of Internship: From **14/8** To **14/09/2023**

Date of Evaluation:

Organization Name & Address: **fisheries development, ellisporam, srism**

Name & Address of the Supervisor **K. Gangadhara Rao, FDO Srikakulam.**
with Mobile Number: **9866089765**

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 ✓

B. Santhosh/
Signature of the Student

Evaluation by the Supervisor of the Intern Organisation

Student Name: & Registration No: B. Santhosh & 2122001440005
 Term of Internship: From 14/08/2023 To 14/09/2023
 Date of Evaluation:
 Organization Name & Address: fisheries development office, Sriakulam
 Name & Address of the Supervisor K. Gangadhara Rao, FDO Sriakulam.
 with Mobile Number: 9866089785

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

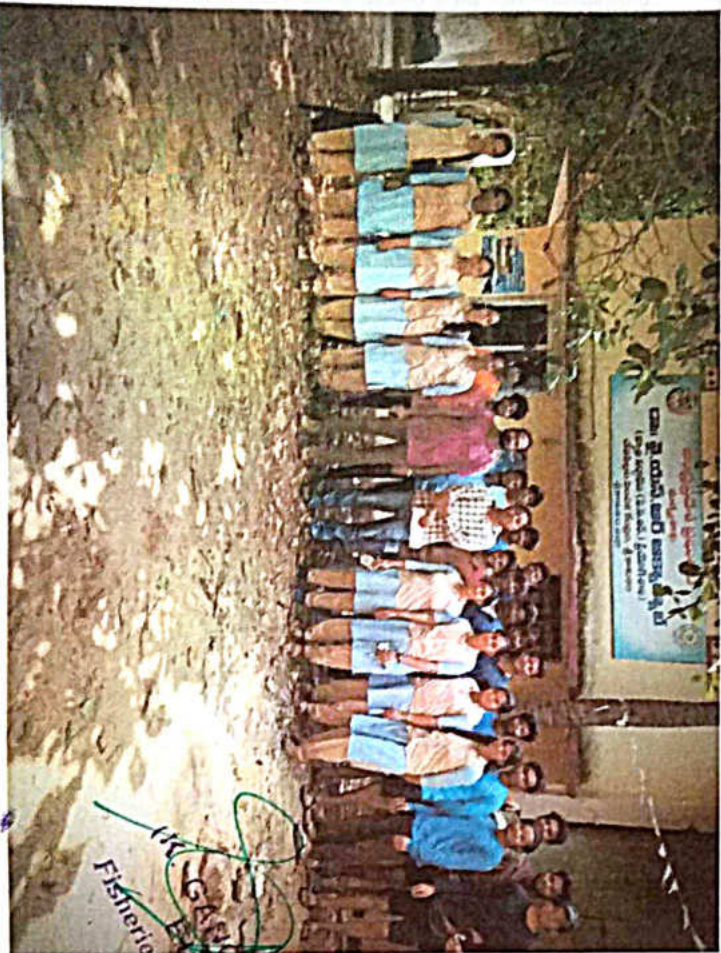
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9) Professionalism	1	2	3	4	5
10) Creativity	1	2	3	4	5
11) Quality of work	1	2	3	4	5
12) Productivity	1	2	3	4	5
13) Progress of learning	1	2	3	4	5
14) Adaptability to organization's culture/policies	1	2	3	4	5
15) OVERALL PERFORMANCE	1	2	3	4	5



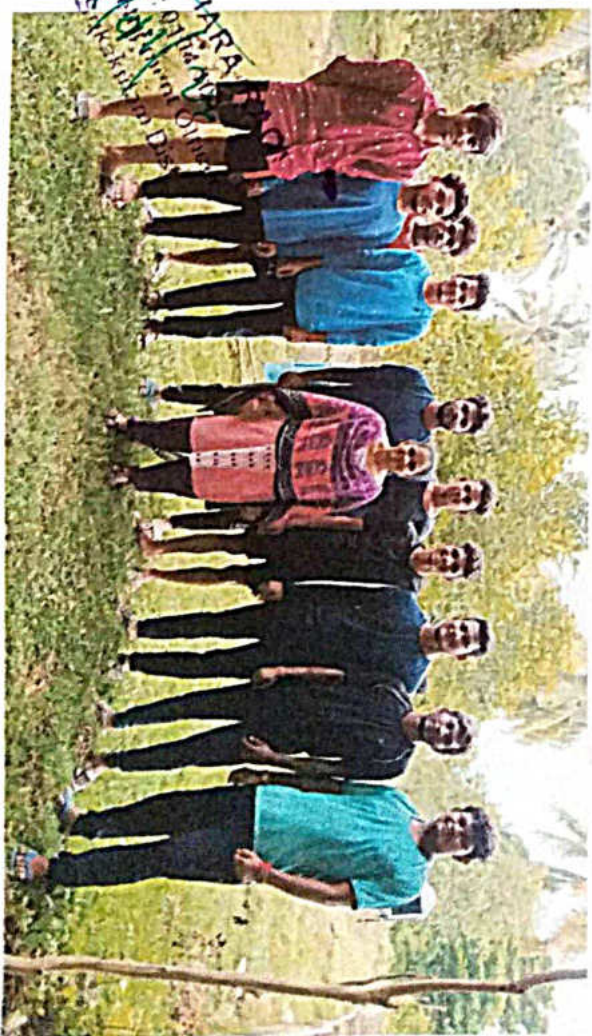
Signature of the Supervisor
(K. GANGADHARA RAO)
 E.I.D. No: 0104
 Fisheries Development Office, Sriakulam Dist



DEVELOPMENT OFFICER
TIRUKAVALUR
20/11/2020



GAHARU BHARARA
Fisheries Development Officer
Kannur District Fisheries Department
Kannur District Fisheries Department





RESOURCES DEVELOPMENT OFFICE
Date: 11/11/2017
SRIKANTH