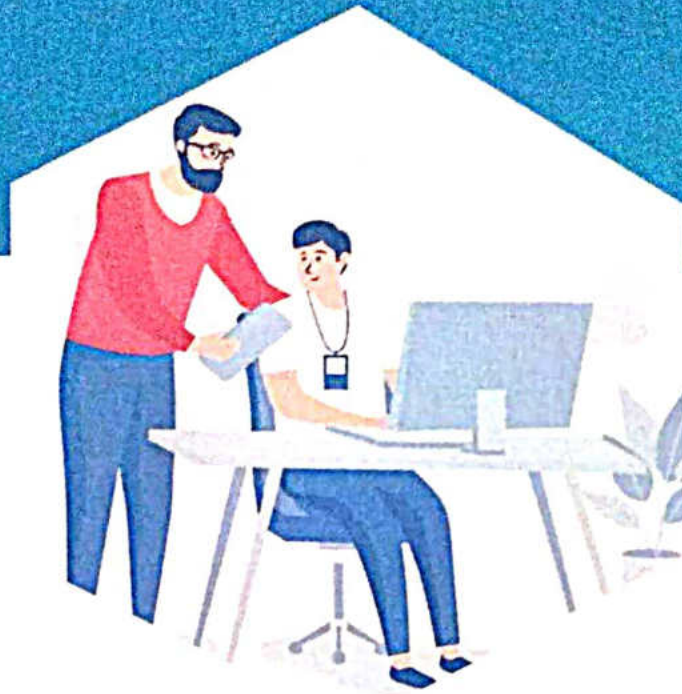


Model Program Book



SHORT-TERM INTERNSHIP (On-Site/Virtual)

Designed & Developed by



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

PROBATION WORK YEAR

SHORT-TERM INTERNSHIP (Onsite / Virtual)

Name of the Student: Maheshwari Bhawna Kumar

Name of the College: Government Degree College (men) Solikulam
Dr. B.R. Ambedkar University Solikulam

Registration Number: 19200106025

Period of Internship: From 19-08-23 To 31-09-23

Name & Address of the Intern Organization:

Dr. B.R. Ambedkar University
YEAR

An Internship Report on

Gnan Sachinbalayam Services

(Title of the Internship)

Submitted in accordance with the requirement for the degree of

B.Com Computing

Under the Faculty Guideship of

Smt. (Srimati) N. Pavan

(Name of the Faculty Guide)

Department of

Dr. B.R. Ambedkar University

(Name of the College)

Submitted by:

M. Bharat Kumar

(Name of the Student)

Reg.No: _____

Department of

B.Com Computing

(Name of the College)

Dr. B.R. Ambedkar University Degree College
(men) 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 for 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 people 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 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:
 - a. Data and Information you are expected to collect about the organization and/or industry.
 - b. Job Skills you are expected to acquire.
 - c. 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 whenever 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 the 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.

-----<<@>>-----

Student's Declaration

I, M. Bharat Kumar a student of internship
Program, Reg. No. 2122001066025 of the Department of Dr. B.R. Ambedkar Degree College
College do hereby declare that I have completed the mandatory internship
from 18-8-23 to 30-9-23 in Saehinhalayam (Name of
the intern organization) under the Faculty Guideship of
Sir M. N. Parani (Name of the Faculty Guide), Department of
B Com Computers, Dr. B.R. Ambedkar University Degree College
(Name of the College) (men) Sripatakulam

M. Bharat Kumar.
(Signature and Date)

Certificate from Intern Organization

This is to certify that M. Bharat Keemarr (Name of the intern)
Reg. No 2122001066025 of MGR. Ambedkar University (Name of the
College) underwent internship in grama Sachivalayam (Name of the
Intern Organization) from 18-08-23 to 30-09-23

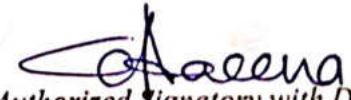
The overall performance of the intern during his/her internship is found to be
Satisfactory (Satisfactory/Not Satisfactory).

Endorsements


Faculty Guide


Head of the Department


Principal


Authorized Signatory with Date and Seal

Panchayat Secretary
Grama Panchayat
Chinnakitaloadu
Saravakota Mandal
Srikakulam (Dist.),

Acknowledgements

I am deeply grateful to all staff members members to the Thirumadalam grama sachivalayam and also my advisors during this internship for their valuable advice and guidance their enthralling experience and helped me to better understand the Company and the industry and allowed me to make the most of my internship.

Throughout the internship the Bhima Kottalagade Grama Cha sachivalayam provided me with valuable insight and guidance that helped me to navigate my tasks and responsibilities.

They were always available to answer my questions and provided support and their wisdom and helped me to grow as a professional I am thankful for their time and support and for showing their valuable insights to me.

I would not have been able to gain this valuable experience.

S/NO	Contents	Pg/No
1.	instruction to student	1-2
2.	student declaration	3
3.	official Certification	4
4.	Certification form intern organisation	5
5.	acknowledgment	6
6.	Contents	7-8
7.	Chapter -1 : executive summary	9-10
8.	Chapter -2 : overview of organisation	11-2
9.	Chapter -3 : in leadership post	15-16
10.	activity log for 1) first-week	17-18
	2) second week	19-20
	3) Third week	21-22
	4) fourth week	23-24
	5) fifth week	25-26
	6) sixth week	27-28
11.	chapter -5 : outcomes prescription	29-30

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.

An executive summary is a short document or section of a document produced for business purposes, it summarizes a longer report or proposal or a group of related reports in such a way that readers can rapidly become acquainted with a large body of material without having to read it all.

The activities performed in the internship during the internship period of time the activities are to collect all the details and write the report of the all activities staff members.

n sakhalyam items are 11 staff members.

- * panchayat secretary : Grama panchayat sakhalyam convenor able to collect the the fees, and other work under Grama sakhalyam area.
- * MO (Village Revenue Officer) : should monitor the land and water pool supply in villages.
- * survey assistant : should survey all village lands.
- * AWM : should be responsible for villagers health monitoring and scheduling health camps in villages.
- * veterinary & fishery assistant : live stock, dairy and fishing.
- * women police : Counselling, security and other important roles in village.
- * engineering assistant : water supply, Grama sakhalyam & village engineering work.
- * agricultural assistant : monitoring agricultural works.
- * Digital assistant : monitoring the village is single window system.
- * health assistant : version distribution through media house constructor monitoring gasometer, pump.

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 to 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.

Grama sachivalayam is also known as village secretary set up in the indian state of AP to democratize the administration by making services and welfare services of all government departments available at one place. A.P. was the first state in India to launch village secretariats to deliver services. It was launched on Gandhi Jayanti since the scheme was inspired by Mahatma Gandhi's concept of Gram Swarajya. This provides villages becoming self-sufficient autonomous entities. Establishment of village secretariats was on the promises made by Y.S. Jagan Mohan Reddy during the Jana Dalpa Yatra.

- * it is used to make services and welfare service of all government department available at one place.
- * government of AP appoints village volunteers to deliver services.
- * it was launched on Gandhi Jayanthi
- * Since the scheme was inspired by Mahatma Gandhi
- * Village secretariat was first launched on 2nd Oct 2019 on the event of Gandhi Jayanthi
- * The notification for the Village / Ward secretariat has been released on 27th July 2019
- * it is used to provide the public convenience.

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.

An internship is a period of work experience offered by an organisation for a limited period of time.

As an internship program or controlled by the government in order to select the students to aware and interact with the working of department they selected.

Grama Sachivalayam was the organized with which one can choose candidacy between 18 to 42 years of age eligible for AP grama sachivalayam exam.

The required educational qualification are different according to the different posts.

There are some schemes that are introduced in the government of AP like YSR Ammaadi scheme YSR Rice Card, YSR Navasatralu YSR Vathu deevoma etc.....

The internship goals are year main purpose in the work place is to gain knowledge and experience and you may also full-fill educational program requirements.

Internship are a great way to connect class room knowledge to real world experience learning is one thing but taking those experience learning is on thing but taking those skills in to the work force.

ACTIVITY LOG FOR THE FIRST WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	he undertake application or grievances from volunteers	maintain and update MIS report.	B. B.
Day -2	Fill solvice application form on behalf of citizen /volunteers	manage routine office activity such as file maintenance	B. B.
Day -3	provide information of citizen on enquiry of application format	upload etc approved plan in oruna panchayat development (GDP)	B. B.
Day -4	D.A submission of daily reports to panchayat secretary	panchayat secretary visit the daily report of D.A	B. B.
Day -5	D.A explain that attend to duty as entrusted by the panchayat secretary	All employees work under etc panchayat secretary	B. B.
Day -6	D.A explains that he attend to protocol during Govt. special program	He must attend all government programmes	B. B.

WEEKLY REPORT

WEEK - 1 (From D12A/02/23.. to D12A/08/23..)

Objective of the Activity Done: About Digital/Assistant (D.A)

Detailed Report: Digital / Assistant

- * Act as service & information provider front office incharge to the public at village secretariat
- * upload the approved plan in Gram panchayat development plan (GDP) in the plan play software.
- * manage maintain and update MIS containing the database of the village secretariat.
- * ensure digitise services to the public effected that birth & death tax demand etc.
- * attend duty & of other functionalities assistant and when required.
- * submit daily reports to panchayat secretary
- * undertake application / guidance from voter's forward the same to concerned functional assistant for recheck.

ACTIVITY LOG FOR THE SECOND WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Engineering Assistant say that the do technical inspection of building	he give the permission of Construct the government buildings	AB
Day - 2	E.A prepare the Construct bills and prepare the quality control reports	Construction bill graded by the E.A	AB
Day - 3	E.A attending government Specan programmes general duties	he must attend all government programmes	AB
Day - 4	assist in planning and developing engineering design projects	making plans using detailed drawings	AB
Day - 5	the prepare engineering plan follow specification	preparing estimates and budgets	AB
Day - 6	Completing regulatory documents concerning safety sum	entering tech report for customers.	AB

WEEKLY REPORT

WEEK - 2 (From Dt. 28/11/23 to Dt. 2/12/23)

Objective of the Activity Done: About ENA

Detailed Report: engineering assistant

- * Attend & inspect all engineering and civil work under secretariat limits assigned by panchayat Raj or Rural development RWS - housing and sanitation SSA department.
- * identify and resolve pipeline leakage observe water pipes to identify the leakage.
- * maintain good sanitation - drinking water source public taps and hand pumps.
- * create awareness on low cost and eco-friendly modes and suggest model departments.
- * Conduct inspection of public buildings and school buildings and prepare Film Certificate periodically and submit the authorities.

ACTIVITY LOG FOR THE THIRD WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
WEA Day -1	Identify eligible beneficiaries for schemes through volunteers	Facilitate application process for eligible beneficiaries for schemes.	N. Kumbhar
Day -2	Visit to school pension amount form post and handle def-benefit through volunteers	can take pension application.	N. Kumbhar
Day -3	Monitor implementation of pension amount to village volunteers	under take verification and uploading data	N. Kumbhar
Day -4	Monitor implementation of MDTT scheme in all government school	BC - a part of village schools	N. Kumbhar
Day -5	undertake registration and bio-metric authentication of fresh students for scheme	Shriabhumi student biometric authentication	N. Kumbhar
Day -6	Monitor implementation of physical verification of new pension	YSR Pension Kanaka Cmsomeg	N. Kumbhar

WEEKLY REPORT

WEEK - 3 (From Dt. 4/09/23 to Dt. 9/09/23)

Objective of the Activity Done: About WEA

Detailed Report: WEPone education assistant

- * field visits to village / schools / horkis / smey
to meetings visit to self employments units etc.
for as per calendar of activities.
- * identify eligible beneficiaries for schemes through
volunteers.
- * with draw pension amount from bank &
handle disbursement through volunteers
- * monitor physical verification of new & live
pensioners. through volunteers send proposal for
new pension to mpdo's!
- * monitor implementation of mid - day - meal
(Jagananna Chorumudha) schema in all the
govt schools.
- * Landreake vegetation and bio - metric
authorisation of Fresh student for
Jvo scheme.

ACTIVITY LOG FOR THE FORTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
V.S Day -1	Village surveyors measure land features such as depth and shape	Attending office registration day morning in p.m.	
Day -2	They examine previous land record to verify data from on-site surveys	Collect land maps nearby and proceed field for attend survey	
Day -3	Surveyors also prepare maps and reports and present result to clients	Attending of record work and updating of survey data	
VRO Day -4	A village Revenue officer (VRO) is a government official who is responsible for administration	VRO will be authority for measurement of village	M. N. Boro
Day -5	Collection of taxes land Revenue	Preliminary reports on the issue of certificate	M. N. Boro
Day -6	Protection of govt property has, moments	Assisting the police by reporting the offender	M. N. Boro

WEEKLY REPORT

WEEK - 4 (From DL.11/07/23 to DL.16/07/23)

Objective of the Activity Done: V.S & U.P.O

Detailed Report: Village survey & Village Revenue officer

V.S :-

- * Attending office, Registering, day movement collect land maps / records.
- * inspection of lands proposed for log out.
- * attending field survey
- * attend general duties and duties of other Functions Assistant as and when required.
- * Revenue Record (R.R) / Stone survey / Street survey records.

V.R.O :-

- * maintenance of village revenue records
sent all Village Revenue Records promptly and accurately
- * Collection of land revenue, taxes and other surcharges relating to revenue department.
- * The V.R.O will assist the Revenue Functionary in discharging its executive magisterial Function.

ACTIVITY LOG FOR THE FIFTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
V.P.A. Day - 1	Conduct Field visit Forenoon as per need of the farmers	undertake - Crop Booking of Crop	
Day - 2	Conduct Field visit and interaction with farmers (palambadu)	people integrated village action plans for agriculture	
Day - 3	prepare integrated village action plan for agriculture and allied sectors	Disseminate latest or improved technology to farmers	
V.P.A. Day - 4	Role of - Fisheries Co- operative in enhancing fish production	productivity of public water bodies	
Day - 5	fish nutrition and feed management	Types of Feed Feeding methods	
Day - 6	harvesting fish or any aquatic organism.	Commercial fisheries operation taking place in fresh water	

WEEKLY REPORT

WEEK - 5 (From Dt. 8/09/23 to Dt. 23/09/23)

Objective of the Activity Done: A.A & V.F.A

Detailed Report: Agricultural Assistant & Village Fisheries Assistant.

V.F.A :-

- * Fisheries department has 3 types 1) inland 2) aquaculture 3) marine.
- * The department is responsible for matters relating to formulation of policy and schemes relating to development of inland, marine and coastal fisheries and fishy institutes.
- * The village fisheries Assistant shall be reporting to their regular supervisory officers.

A.A :-

- * Field visits and interaction with farmers paramhadi seed village programme e-crop booking etc....
- * operation of Rythu Borsu Kendram procuring of potatoes received.
- * implementing Central & state schemes related agriculture.

ACTIVITY LOG FOR THE SIXTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
ANM Day - 1	ANM says that she has to visit atleast 30 hours hold in her allocated area per day	She checks that what kind of problems faced by people	J. Premalata MPHAFI
Day - 2	ANM uploading of daily reports like HTMS - PHIP - IDSP etc...	She know the daily health reports in government records	J. Premalata MPHAFI
Day - 3	Registers pregnant women in 12 week & ensure care of women & child	She care in pregnancy and child birth	J. Premalata MPHAFI
W.P.S Day - 4	grama mahila samrak shane kanya darshi to visit anganwadi center	She visits anganwadi center and check the quality of food.	
Day - 5	She prohibits the awareness of child marriage	awareness of National Compla-ints Committee	
Day - 6	On 1st produce awareness on domestic violence - work place	awareness of people about suicidal acts	

WEEKLY REPORT

WEEK - 6 (From Dt. 25/07/23 to Dt. 30/07/23)

Objective of the Activity Done: ANM & mahila police

Detailed Report: nurse midwife & mahila police.

ANM :-

- * work under the administrative control of the medical officer primary health center (PHC) and technical officer supervision and guidance of the female health supervisor.
- * maintain all the record & reports as prescribed under reproductive and child health care (RCM)
- * prepare the plan for her area with the help of female health supervisor.

mahila police :-

- * Create awareness on the prevention of alcoholism & drug abuse
- * Create awareness about gender based violence.
- * Awareness on domestic violence, sexual harassment of women at work place, child marriages, prohibition act and ensure constitution and forwarding of Intra- and Inter-Departmental Complaints Committee.

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.)

* Internships are generally thought of as a nerve for college students looking to gain experience in a particular field. However, a wide array of people can benefit from training and internship in order to receive practical work experience and develop their skills.

An objective for the position should emphasize the skills you already possess in the area and your interest in learning more. Internships are utilized in a number of different career fields including architecture, engineering, health care, economics, advertising and many more.

Some internships are created to allow individuals to perform specific research which address a specified demand to allow people to gain first-hand experience in the work.

you have applied for an internship to gain knowledge of an industry professional experience but that don't mean you don't have any thing to offer during your ~~int~~ interview highlight instance where you've take in upon yourself to contribute or positively effect changes.

your potential employer who appreciate to chance to bring some one board who doesn't and who's willing to assist with their work while in the initiative is important so it is the ability to receive feed back.

Remember the end of the school year you have completed the work of the year
and will have an experience.

Now the ability to be something and many people
claim that one should be a certain activity
and that one can be the best thing for one in a certain
way. It is very important to be certain of the
ability to be something. The ability to be something
is the ability to be something. The ability to be something
is the ability to be something. The ability to be something
is the ability to be something.

Being able to do something is the ability to be something.
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Critical Thinking is based on your ability to
analyze and evaluate a situation or issue &
form a judgment. The tendency to think critically
can be demonstrated by a willingness to ask
questions in order to understand an issue from all
possible angles and the more complex solution
challenges. It's something many of your professors
have likely emphasized, and is highly valued by employers.

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.)

* Management skills are the practice of understanding, developing and deploying people and their skills. Management skills are abilities and traits needed to perform certain duties, usually as it pertains to overseeing a team such as solving problem, communication, and motivation sachivalayan employees.

* An election is a formal group decision making process by which a population chooses an individual or multiple individuals to hold public office. electronic voting machine (also known as (vm) is a voting using electronics means to allow and order to come for the change of casting and counting votes.

An Evm is designed with two units the central unit and the balloting unit. Conting the room which is called strong room is used to keep ballot boxes of putting in counting day in

presence of - Controlling officer the seal of strong room of Controlling officer open and the ballot box should open for counting in presence of election machinery officer successful completion of counting officer announce the station meaning who is the winner.

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.)

I can improve my communication skill as the part of about village and about Jagannatha scheme in the part of villages & think about how is life in the village and so you know enough resources and also is life easy there there are many things raise in my mind so. I can prepare a essay in my village

my village namely # Chinnakittala pa-
da it is situated near mpo office it is also
paradise of beauty fresher peaceful The people
of my village mostly like farming they is very
calm and silent and also called the rural
part of the country.

it is called rural because it doesn't have
modern facilities like cities.

In my village there is no pollution noise
and so much so I feel very excited when we go
to our village but one defect of my village
is there is no facility of proper road in fact
there is no foot from the road to village to
reach there respectively.

Finally I conclude that my village is
small but the people living here have big hearts
mean my village is very simple but happy life
so please should visit my village and enjoy its
natural beauty & natural.

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

To the present of internship I know about the civil supplies like in the part of Rice Card services. It is how to apply new Rice Card already having Rice Card how members addition in Rice Card and by birth addition how to add member below species also how to member deletion in Rice Card and required documents etc...

As Govt decide to issue new Rice Card to all the eligible families of the state which the total income of family should be less than 16,000/- per month and 12,000/- per month in rural & urban area respectively. The Rice application is visit nearest Ration office means the application has to go to office to get a application file.

all name in Ration Card online in ration card
link on link and new members name and given
an application form fill in all details completely and
attach relevant documents including a scan of your
existing Ration Card and identity documents of a new
member.

delete name in Ration Card that a applicant
has obtain the form the respective office or a written
electronically the typed application on a plain sheet
of a advised shall be used or use the following link
is provided for link of.

" Deletion of member in Ration Card application
for or member addition after innot level verification
ration Card will be issued in 2-3 weeks of
verified by the department.

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

I observed the relevant to subject area of training; Learned about during the period of workshop titled health processing center that studies are conducted for the purpose where computers and mobile - portable water from house, ponds are collected and transported through green ambulatory engaged by the women panchayat.

over the past few weeks, the state is organizing such a Sanitary Campaign has proved to be the best platform of an Carriage village talk about the necessity of segregating waste of households and making the village little for and for large scale

The people who attend the program of
 the meeting attend for themselves the program
 when the school does it. They are
 then placed by themselves in small
 groups and placed in groups and into the
 meeting, which is very interesting.

Student Self Evaluation of the Short-Term Internship

Student Name: mahasingi. Bharat Kumar Registration No: 212200466025
 Term of Internship: From: 18-8-2023 To: 30-9-2023
 Date of Evaluation: 30-9-2023
 Organization Name & Address: Grama Sachivalayam Chinnat Ghatpadur

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	Proactiveness	1	2	3	4	5
4	Interaction ability with community	1	2	3	4	5
5	Positive Attitude	1	2	3	4	5
6	Self-confidence	1	2	3	4	5
7	Ability to learn	1	2	3	4	5
8	Work Plan 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 done	1	2	3	4	5
12	Time Management	1	2	3	4	5
13	Understanding the Community	1	2	3	4	5
14	Achievement of Desired Outcomes	1	2	3	4	5
15	OVERALL PERFORMANCE	1	2	3	4	5

Date:

m. Bharat Kumar
 Signature of the Student

This condition shows up to be completed by the inspection of the end of semester the purpose of this condition is to check the overall performance of the student and to provide guidance to the student of professional and work place readiness for example education is needed and to prove if the expectations and aims of an educational process reflect reality. Evaluation question is the process by which teachers, schools and students are enabled to indicate the efficiency of education and degree to which students integrate and degree to which students

- * A course will continue to be offered
- * A particular text book will be used
- * A teacher gets promoted
- * A student passes to the next grade.

Evaluation by the Supervisor of the Intern Organization

Student Name: Mahalingi, Bharat Kumar Registration No: 2122001066025
 Term of Internship: From: 18-08-2023 To: 30-09-2023
 Date of Evaluation: 30-09-2023
 Organization Name & Address: Grama sthithiwalayam, chinna
 Name & Address of the Supervisor G. praveena Kittalapada
 with Mobile Number 8106837855 ps chinna kittalapada

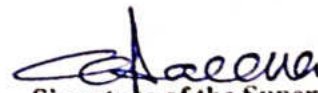
Please rate the student's performance in the following areas:

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	Proactiveness	1	2	3	4	5
4	Interaction ability with community	1	2	3	4	5
5	Positive Attitude	1	2	3	4	5
6	Self-confidence	1	2	3	4	5
7	Ability to learn	1	2	3	4	5
8	Work Plan 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 done	1	2	3	4	5
12	Time Management	1	2	3	4	5
13	Understanding the Community	1	2	3	4	5
14	Achievement of Desired Outcomes	1	2	3	4	5
15	OVERALL PERFORMANCE	1	2	3	4	5

Date:


 Signature of the Supervisor
 Panchayat Secretary
 Grama Panchayat
 Chinnakittalapadu
 Saravakota Mandal
 Srikakulam (Dist.)

PHOTOS & VIDEO LINKS

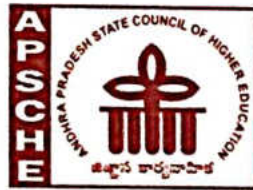


EVALUATION

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

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- c. Managerial Skills acquired,
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MARKS STATEMENT
(To be used by the Examiners)



ANDHRA PRADESH STATE COUNCIL OF HIGHER EDUCATION

(A Statutory Body of the Government of Andhra Pradesh)

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