

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)

PROGRAM BOOK FOR
SHORT-TERM INTERNSHIP
(Onsite / Virtual)

Name of the Student: palla. Sadhana

Name of the College: Government Degree College(M) Sklm

Registration Number: 2122001066031

Period of Internship: From: 18/08/2023 To: 30/09/2023

Name & Address of the Intern Organization: peddapadu-2 Sachivala-
-yam Srikakulam

Dr. B.R. Ambedkar University

YEAR

An Internship Report on
Grama Ward Sachivalayam

(Title of the Internship)

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

Under the Faculty Guideship of
N. Paulani Madam

(Name of the Faculty Guide)

Department of
Government Degree College (M) Srikakulam

(Name of the College)

Submitted by:

PALLA. SADHANA

(Name of the Student)

Reg.No: 2122001066031

Department of
Government Degree college (M) Skm

(Name of the College)

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 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 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.

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Student's Declaration

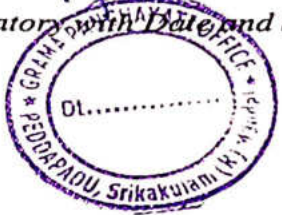
I Palla. Sadhana a student of Internship
Program, Reg. No. 2722007066037 of the Department of Gialt degree
College do hereby declare that I have completed the mandatory internship
from 18/08/2023 to 30/09/2023 in Sachinlalayam-2 (Name of
the intern organization) under the Faculty Guideship of
Pavani Madam (Name of the Faculty Guide), Department of
Commerce department, Government Degree college (Men)
(Name of the College)

P. Sadhana
(Signature and Date)

Official Certification

This is to certify that palla. Sadhana (Name of the student) Reg. No. 2722001066037 has completed his/her Internship in Sachivalayam-2 (Name of the Intern Organization) on Grama Ward Sachivalayam (Title of the Internship) under my supervision as a part of partial fulfillment of the requirement for the Degree of B.Com (Computers) in the Department of Govt. Degree College (M) (Name of the College).

This is accepted for evaluation.

11/14
(Signatory with Date and Seal)


Endorsements

[Signature]
Faculty Guide

[Signature]
Head of the Department

[Signature]
Principal

Certificate from Intern Organization

This is to certify that palla. Sadhana (Name of the intern)
Reg. No 2122001066031 of Graft degree college, Mishm (Name of the
College) underwent internship in Sachinilalam-2 (Name of the
Intern Organization) from 18-08-2023 to 30-09-2023

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

Authorized Signatory with Date and Seal



Acknowledgements

This grama sachivalayam internship report. Is the result of an end of a way of two months internship would not have been possible without the participation assistance of numerous brave and caring people along the way. Thus I have to thank them all.

First and foremost, I would like to give special gratitude to my parents who give me every opportunity to keep my step ahead.

I am indebted to my college teachers and principals for their version, encouragement and locating contagious interest in the internship.

I extended my gratitude to my classmates and specially to our group members with whom I shared my work days and together we sort out academic & social problems.

Special thanks must be given to the teachers staff & volunteers of Velama pecklapadu gram sachivalayam² Srikalulam for their feedback & support with which I achieved skill & development.

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.

panchayati raj act - 1994. Says that local governance in every village for the growth & development in a suitable manner.

Implementation of grama ward Sachivalayam - to render door to door service to the house hold & also developing the village in a suitable manner.

Function of grama ward Sachivalayam. It has mainly types of functions in a village

1. Objective of grama ward Sachivalayam
 - * Sustainable development
 - * Door to door service
 - * Health and hygienic conditions

2. Outstanding come of grama ward Sachivalayam
 - * providing basic needs
 - * All service of to no stop
 - * Early solution to all problem.

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.

Introduction of grama ward sachivalayam providing version citizen services of a shortest possible type

- Single window service system
- Door to door service and welfare home
- providing ambient environment for all living organization
- Each functionary has a specific value of full the required of the villages.
- planning GPDP (Grama panchayat Development program)
- citizen satisfaction in the ultimate aim of an organization

CHAPTER 3: INTERNSHIP PART

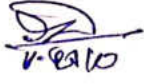
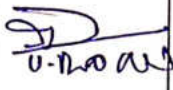
Description of the Activities/Responsibilities in the Intern Organization during Internship, which shall include - details of working conditions, weekly work schedule, equipment used, and tasks performed. This part could end by reflecting on what kind of skills the intern acquired.

As the internship program organised by the government in order to select the students to aware and interact with working of departments they selected.

Grama sachivalayam was the organised which I choose the candidates between 18 to 42 years of age are eligible for AP Grama Sachivalayam exam. The required educational @ qualifications are different according to the different posts.

There were some schemes that are introduced in the government of andhra pradesh like YSR anna vodi scheme. YSR rice card. YSR Nalavathnalu scheme. YSR Vasathi deevana, YSR Vidhya deevana - - - etc. which helps the citizens of andhra pradesh to services and to have an basic education for the children. These schemes are applied to the people belonging to below poverty line [BPL] financial. ies in the staff

ACTIVITY LOG FOR THE FIRST WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1 19/08/23	Introduction of Staff and Volenterees	Organization structure	
Day - 2 21/08/23	Various functionation and their defined were and responsibility	Organization Working hands	
Day - 3 22/08/23	Various functionation and their defined were and responsibility	- do -	
Day - 4 23/08/23	Field visit by ANM Anmental surley	How ANM's are visiting regularly to pregnance woms and then define	
Day - 5 24/08/23	Field visit by ANM-PM-Jaw Surley	Implemented of PM-Jay Scheme	
Day - 6 25/08/23	De-Brief of whole the last 5 days activation	Some knowledge has achiled regular GSWS	

WEEKLY REPORT

WEEK - 1 (From Dt 19-08-23 to Dt 25-08-23)

Objective of the Activity Done:

Detailed Report:

Grama Sachivalayam peddapadu, Srikakulam has 11 functionaries and 16 volunteers

Main functions are in follows

1. Panchayat secretary
2. Digital assistant
3. Welfare and education assistant
4. Engineering assistant
5. Village Revenue officer
6. Agricultural assistant
7. Veterinary assistant
8. Village Surveyor
9. Mahila police
10. ANM
11. Line Man

Overall-in-charge in panchayat secretary who is maintaining all the activities in and around

Field visits by ANM give an opportunity hold well the organization staff is behaving with the village

ACTIVITY LOG FOR THE SECOND WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1 25/08/23	Division and responsibility of digital assistant and welfare education assistant	Various service to citizens and type of welfare scheme	D. Janda
Day - 2 26/08/23	Division and responsibility of VRO and village survey	Ration distribution system and handle recognition and type of cards	Sxy
Day - 3 27/08/23	Division and responsibility of veterinary asst and agriculture assistant	Take stolen & types various in migration to either types of crops & seeds.	D. Janda
Day - 4 31/08/23	Field visit by JEO VRO-PDS Distribution	Re-caption of land in village using latest technology	D. Janda
Day - 5 31/08/23	Field visit by Vs Sr. Resurvey	Door-Door deliver of public distribution of house hold	Sxy
Day - 6 1/09/23	De-Brief of last 5 days activities	know what type of division are being delivered and on going activities	Sxy

WEEKLY REPORT

WEEK - 2 (From Dt 26-08-23 to Dt 2-9-23.)

Objective of the Activity Done:

Detailed Report: Delivering of decision (citizen) of a shortest possible time

- ① Inverse of caste and income
- ② Mutation (land)
- ③ Family Member certificate
- ④ Birth and death certificate

Applying for schemes to the eligible candidate
part field verification

- ① VSR premium
- ② VSR cheyutha
- ③ VSR Ammalodi
- ④ VSR Vidya deelina
- ⑤ Rise card
- ⑥ VSR Vasathi deelina

Field Activity :- Ration distribution to have hold at door step by PDS

Field Activity :-

Hand Re-survey using "GPS" the local technology and rover for accuracy in a main point

ACTIVITY LOG FOR THE THIRD WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Division and responsibility of ANM and Mahila Police	Hygienic means implementation safety of women and child	Pashur.
Day - 2	Division and responsibility of Engineering assistant and Panchayat Secretary	On going work requirement and premeasures of man as	Shy
Day - 3	Field Activity :- SDG survey PM-JAY survey	knowing well about sustainable development growth process	Pashur.
Day - 4	Field Activity :- House hold survey PDS distribution	knowing about type of house hold and their eligibility	D. Chandra
Day - 5	Online services -- Digital Literacy --	know how to apply for caste/income certification and more services	D. Chandra
Day - 6	Re-Brief on last 5 days activation	Overall: Learned name maintenance which implement to do better	D. Chandra

WEEKLY REPORT

WEEK - 3 (From Dt 3-09-23 to Dt 9-09-23)

Objective of the Activity Done:

Detailed Report:

During the visit by ANM, we visited several households for any health issues and recommended few medicines also spoke to pregnant women for diffinition. Observed the well being and kind new of the people with the ANM.

Also accompanied by mahila police visited house to educate the children for good touch and bad touch. Awareness for the girls child for not being shy. Any harmment happened should be initiated offer offer carlint

NO. of online survey are going on and participation and acquired knowledge about how a system women on demand of the government

Acquired knowledge on digital literacy, how application are filled online. What are the demand are attached and concerned

Knowing eligibility certain of all the welfare schemes, of state government no. of online survey are going on and participation and acquired knowledge about how a system women on demand of the government

Knowing eligibility certain of all the welfare schemes, of state government.

ACTIVITY LOG FOR THE FORTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Definition of open SCA - open Beyond SCA - closed Beyond SCA	shortest possible time for service	D. chander
Day - 2	Definition of GPPP & It objection and over Come	Development process	D. chander
Day - 3	Funds allocated to Grama panchayat	General test for 15th finance full Manerags	D. chander
Day - 4	House hold survey of Austem 1,2,3,4,5	Most Most likely a come survey	dy
Day - 5	House hold survey of cloths 6,7,8,9,10	Categories of house holds	dy
Day - 6	House hold survey of colathing 11,12,13,14,15, 15, 16.	- do -	dy

WEEKLY REPORT

WEEK - 4 (From Dt. 11-09-23 to Dt. 16-09-23)

Objective of the Activity Done:

Detailed Report:

Housing for all home less poor families of partices, caste, religion, category 25 lakhs houses to be constructed in 5 years. House sites to be provided to house less poor people along with registration and construction. Registration to be done in the name of family persons in the house at time of hand over tie-up with bank for loans @ 25 paise against the newly constructed house

GIPDP (Grama Panchayathi Development Program) :-

The gram panchayathi development program is plan to apply. This is planning of grama word sachivalayam.

The Gadapa gadapa mana prabhutvam is must seek feed back / suggestion from the public.

ACTIVITY LOG FOR THE FIFTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Types of state government welfare schemes and their eligibility	Welfare in the primary concern for the existing government	D. Chander
Day - 2	Welfare calendar for the year 2022-2023	planned execution in implementation of welfare scheme	D. Chander
Day - 3	Field visit what is gram chauram? what is agricultural land what is dry land?	Basic knowledge of village and cities bandaring	D. Chander
Day - 4	"E-KYC" - Mandatory for all the welfare schemes How E-KYC is done	Digital literacy using mobile cor Smart phones	D. Chander
Day - 5	Six-step validation of eligibility for all welfare and non-welfare schemes	Digital literacy training acquired	D. Chander
Day - 6	De-Brief of all the last 5 days activities.	Very informative and [enable seeble]	D. Chander

WEEKLY REPORT

WEEK - 5 (From Dt. 18-09-23 to Dt. 23-09-23)

Objective of the Activity Done:

Detailed Report:

State government - welfare schemes and its eligible criteria, application program field verification.

example :- VSR pension Icon Vee

↓ ↓ ↓ ↓ ↓
DAP Window Single women Disability toddler Fisherman

All these types of person have difference eligibility criteria

Welfare calendar shown the deemed planning and implementation of knows at time in a project and procedural manner.

E-kyc, electronic - know your citizen which given us an idea station of the citizen it's monitor for all house hold - for any type of welfare schemes

Six-step verification - to make eligible for a scheme the promoters are to be signified

• No. Govt Employee in the house hold

• No. Income tax pay in home hold

• Not more than 3 across of agriculture land

• No four welfare holds

• Electricity consumption not more than 3 month

• 1000 sq field commercial land in urban area

ACTIVITY LOG FOR THE SIXTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	fee reimbursement youth employment & of job creation	Education expenditure will be borne for poor	P/H
Day -2	fee reimbursement youth employment & job creation	Rs 20,000 per student per annum to be provided to fee reimbursement	D. chandra
Day -3	YSR Arogyasri	Free medical treatment through YSR arogyasri	SHY
Day -4	YSR Arogyasri	All diseases and operations to be covered under Arogyasri	SHY
Day -5	Vulajana Shramic Rythu Congras party (YSR) Jalayagnam	Jalayagnam dream project of State for YSR to be completed	P/H
Day -6	Vulajana Shramic Rythu (YSR) Jalayagnam	other projects to be completed in war footing basis	SHY

WEEKLY REPORT

WEEK - 6 (From Dt. ~~26-09-23~~ to Dt. ~~30-9-23~~)

Objective of the Activity Done:

Detailed Report: 1. Youth employment & Job Creation

Education expenditure will be borne for poor 20,000 per student per annum to be provided obligation to fees reimbursement boarding and lodging.

2. VSR Arogyasri (AROGYASRI)

VSR arogyasri cover for all categories with annual income less than 5 lakhs. Free medical treatment through out arogyasri. All government hospital modernized in two years at par with corporate hospital for better arogyasri treatment. Photo of the government hospital would be displayed

3. VSR Jalayagnam (JALAYAGINAM)

Jalayagnam dream project of late Dr. VSR to be completed. polalarum, poolasubhaya, veligena and others projects to be completed in well footing basis. Safe water for drinking and water for cultivation to be provided. ponds to be modernized to improve water tables.

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.)

I experienced a very good working environment with professional, knowledge and kind people. In this organisation all staff are very punctual in attending office. They had shown an interest in technology on the system work and administration activities are handled in a procedure manner.

The time they spent for us in being working schedule was appreciable, and we thank them all for their extended operation and co-operation in our internship programme.

This digital aids used for helping us in learning very advanced and needs at this moment for transparency and accountability keeps the system through worthy.

Soil myself improved of the organization (Sachinlalayam) working culture.

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

Each work is systematically managed.

- Application program - Digital assistant
- Field verification - Welfare assistant
- Third party verification - Administrative staff
- Pre - Applied - VRO
- Final - Applied - MPDO/MRO

Everyone is using the technology band work to avoid duplicacy and ensure transparency in the eligibility of any scheme

- Biometric division
- Android smart phones
- IRIS scanners
- Face automation

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.)

I achieved the real-time governance procedural practise which is very realistic and given time management, competence and analoging skill. Every work in time is bounded and can't be neglected, whole world is observing.

The activity and decision making is very important for doing any task, projectional knowledge in management and should, secondly planning and thirdly the procedure for interns implementation.

- > know how to handle customers with different attitude & behaviour
- > Creating good relationship with people
- > Good communication skill and Ethical behaviour in work area and working script
- > Socializing :- The help and assistance rendered to intern by supervisions and other colleagues the power of friendship
- > Punctuality :- This is the most important and emphasized thing which help in fulfilling their good and objectives

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.,)

My communication skill are modife and in improve myself with communication different people in different places

My written communication in per, I imprate it by
ing say evaluation scription/ thoughts

My confidence Dately are very high and I will con-
ue with the name

My Anxiety level are very low, I am very patient
d listen to music whenever I feel anything and I
in more anxitey management technology.

My speech ability in mederate and it will be imprated
communicating skill I always great every one when I
-then and -those -wherever -they do good -things

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

In grama ward Sachivalayam division, I always space with point to point and don't by the improve. I will be clear of what I am saying.

I also encourage often to participate in we describe to share their view. I always consider the group discussion in a friend and family manner.

Participation group work is very well and gained some relationships with Sachivalayam development as

- > Establishing interpersonal relationship
- > Communication skills with person outside organization
- > Communicating with
- > Time management skills
- > Leadership qualities

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

firstly thing :-

- > Handling of smart phones
- > Bio-Metric division
- > FRTS Scanner
- > Race aut program.

which given the realistic procedure of the given

Secondly thing :-

Using E-pos machine in PDS

Thirdly thing :-

- > Using "Cop's" and "Deven" In land namely programment program
- > Using "DRONES" In identificate of more land alignment program
- > The technological development I have observed and relevant to the subject area of training is.

Student Self Evaluation of the Short-Term Internship

Student Name: Palla Sadhana Registration No: 2122001066031
 Term of Internship: From: 18/08/2023 To: 30/09/2023
 Date of Evaluation:
 Organization Name & Address: pekkapadu Sachivalayam-2 Srikakulam

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:

P. Sadhana
 Signature of the Student

Evaluation by the Supervisor of the Intern Organization

Student Name: Palla. Sadhana

Registration No: 2122001066031

Term of Internship:

From: 18/08/2023 To: 30/09/2023

Date of Evaluation:

Organization Name & Address: Peddapadu Sachivalayam-2 Srikakulam

Name & Address of the Supervisor P.S. Rohit, gramasachivalayam
with Mobile Number Peddapadu-2, 9052938905

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

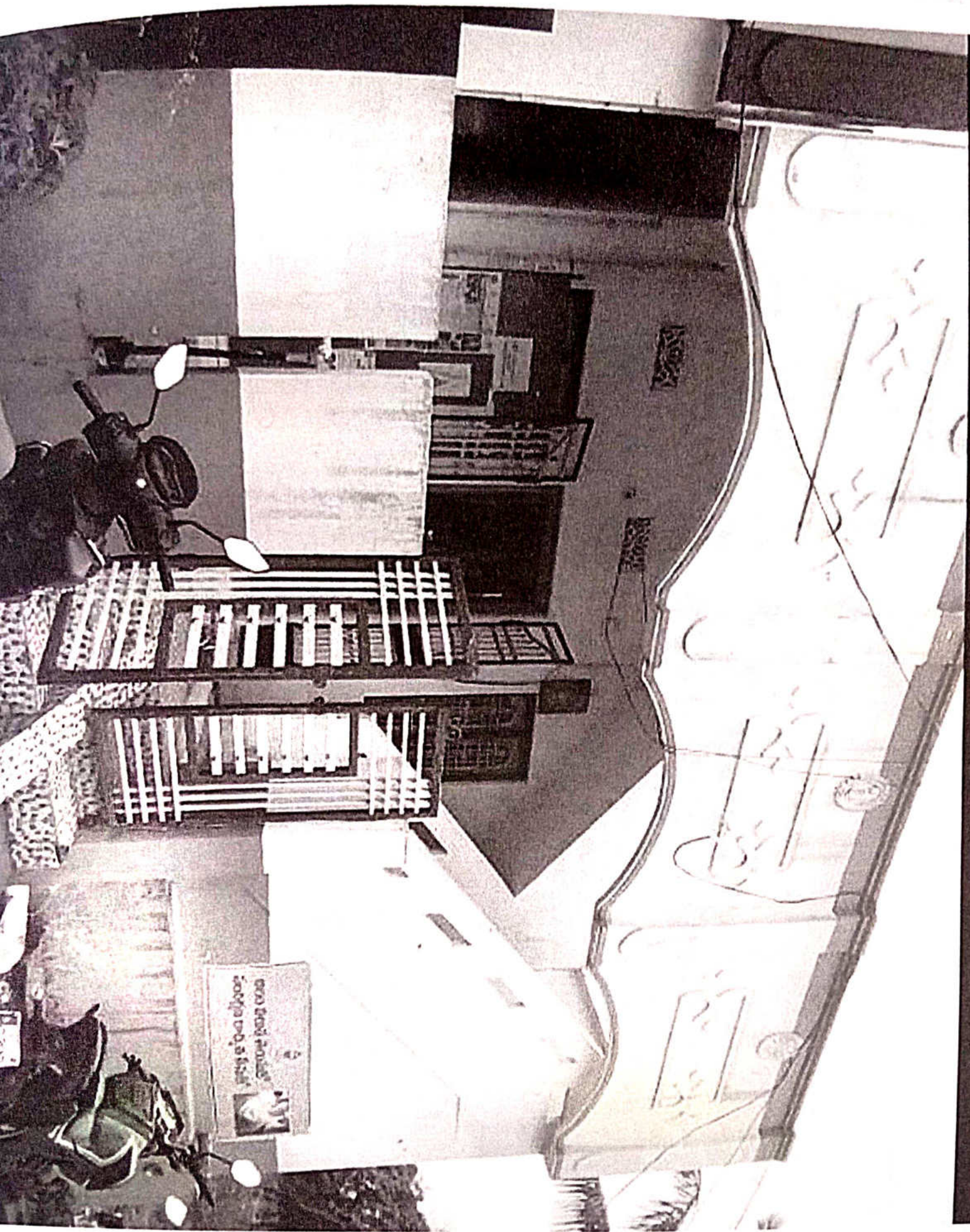
1	Oral communication	1	2	3	4	5
2	Written communication	1	2	3	4	5
3	Proactiveness	1	2	3	4	5
4	Interaction ability with community	1	2	3	4	5
5	Positive Attitude	1	2	3	4	5
6	Self-confidence	1	2	3	4	5
7	Ability to learn	1	2	3	4	5
8	Work Plan and organization	1	2	3	4	5
9	Professionalism	1	2	3	4	5
10	Creativity	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

PHOTOS & VIDEO LINKS





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.



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