

PROGRAM BOOK FOR SEMESTER INTERNSHIP

Name of the Student: VANJARAPU HEMALATHA

Name of the College: Government Degree College (MEN) SRIKAKULAM

Registration Number: 2022001066058

Period of internship: **From:** 17-12-2022 **To:** 18-03-2023

Name & Address Internship of the Organization: Education Department,
MCE School,
CHS.N Colony
Srikakulam

**DR.B.R.AMBEDKAR UNIVERSITY ETCHERLA, SRIKAKULAM
2020-2023**

An Internship Report on

EDUCATION DEPARTMENT

Submitted in accordance with the requirement for the degree of

B.COM

Under the Faculty Guideship of

Sri. N.PAVANI

Department of

Commerce Government Degree College (Men) Srikakulam.

Submitted by:

V.HEMALATHA

Reg.No: 2022001066058

Department of Commerce

Government Degree College (Men), Srikakulam.

Student's Declaration

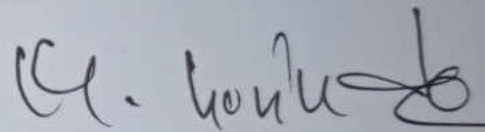
I, **V.HEMALATHA** a student of internship Programme, **Reg.No: 2022001066058** of the Department of **Commerce**. Government Degree College (Men) Srikakulam College do hereby declare that I have completed the mandatory internship from 07-12-2022 to 18-02-2023 in EDUCATION DEPARTMENT under the Faculty Guide, Sri. N.PAVANI, Department of Commerce Government Degree College (Men) Srikakulam.

V.HEMALATHA
Reg.No: 2022001066058

Official Certification

This is to certify that **V.Hemalatha** Reg. No: **2022001066058** has completed his Internship in **Education Department CH.S.N Colony Srikakulam** on **Education Department** under my supervision as a part of partial fulfillment of the requirement for the Degree of Commerce in the Department of Government Degree college (Men) **SRIKAKULAM**.

This is accepted for evaluation.



(Signatory with Date and Seal)

HEAD MASTER
M.C.E. SCHOOL
CH.S.N. COLONY
SRIKAKULAM - 532005
DISE CODE - 26111995114

Endorsements



Faculty Guide



Head of the Department

Principal

Certificate from Intern Organization

This is to certify that **Vanjarapu Hemalatha** Reg. No. **2022001066058** of Government Degree college Men (Srikakulam) underwent internship in Education Department (Srikakulam) from 07-12-2022 to 18-03-2023.

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



De. Henuze
**Authorized Signatory with
Date and Seal**

HEAD MASTER
M.C.E. SCHOOL
CH.S.N. COLONY
SRIKAKULAM - 532005
DISE CODE - 281109511

Acknowledgements

Morning (9:05 to 9:15)

At 9:05 is Prayer bell

1) vandemataram 2) slogan 3) pledge 4) National Anthem 5) poem 6) story

7) G.K Bit.

* After prayers students are going to our classroom teacher and
sign in Registration and Attendance in mobile phones.

* Next, madams & sign Attendance in students and no. of students
attendance in school in mobile.

* 9:30 to 10:35

* Teacher teaches the lessons

* The intern students give the duties in teachers with me
improve the students.

* The principal madam give the work finish the work submit
the teacher

10:40 to 12:00 PM

* Teachers doing the sums in students.

* After break Govt school provided a food "AKshaya pathra" for

12:00 - 12:45 (Lunch Break).

* All students clean the plates and served the food in

* First students prayer next eating the food.

* All students give some work give teacher. In lunch time
doing the works in students. students are playing games.

11:00 to 2:10 PM

* Teacher, doing workbooks in students.

* Teacher, everyday learn a word speak out the teacher.

* Next day, The word is speak out the student in prayer.

2:10 to 2:15 PM (Break Bell)

2:16 to 3:30 PM

* Teacher teaches the lesson and doing the work and (cor)
the work.

* madams and sirs give the home work in students.

* close the books students, next, all the students meditate

Contents

MONDAY [Prayer]

- 1) vande mataram song
- 2) maa telugu talliki
- 3) pledge in telugu
- 4) learn a word
- 5) General knowledge
- 6) national anthem

In mid-meal is Biryani and tomato pachadi, chakki.

TUESDAY [Prayer]

- 1) vande mataram song.
- 2) sare jahan se Acha
- 3) Road Safety pledge.
- 4) pledge in telugu.
- 5) learn a word.
- 6) poem and national Anthem.

WEDNESDAY [Prayer]

- 1) vande mataram song.

Telugu talliki [State Anthem]

school safety pledge

pledge in telugu

learn a word

12:00 - 12:45 (Lunch Break).

- * All students clean the plates and served the food in
- * First students prayer next eating the food.
- * All students give some work give teacher. in lunch time
- doing the works in students.

1:00 to 2:10pm.

- * Teacher doing work books in students.
- * Teacher, everyday learn a word speak out the teacher.
- * Next day, the word is speak out the student in prayer.
- 2:10 to 3:30pm.

- * Teacher teaches the lesson and doing the work or correction the work.

- * Madams and sirs give the homework in students.
- close the books students. next, All students meditate.

CHAPTER 1: EXECUTIVE SUMMARY

The internship report shall have a brief 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 objectives:-

- 1) In future plans, I become teacher. First patience and never hurts yourself and students.
- 2) In Govt. teacher
 - 1) wrote the Diaries
 - 2) wrote the lesson schedule note in our class
 - 3) no. of students are brighter.
 - 4) no. of students are duller we can see.
- 3) And improve the duller become the bright students.
- 4) First of all, Read the lessons properly and teach the lesson students become brighter and interesting in principal madam.
- 5) In Principal madam, doing the work like learn word note and registration no. of students are present or absent and con examination and correction the papers.
- 6) How to make the tim?
- 7) How to write the Diary and lesson plans?
- 8) How to teach the lesson and the lesson in students?

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 :-

I am V. Hemalatha. my four months intern organization is

In Department of education (schools)

In this school, 4 teachers 1) Principal madam 2) Shimchalam

3) Sujana madam and 4) Dusha Sri madam. In this total strength is 80 students in school.

Values of organization :-

1) In this organization, value of the teacher and value of student life is very important is teacher.

2) The teacher lessons are students and valuable of teachers and friends.

3) The teacher guide for me good, bad decision in life the madam guide you.

Role and Responsibilities:-

- 1) In this school Hm madam give some work time and note down the note books.
- 2) The teacher main role is teach the lesson and the Assessment.
- 3) Explain the T/m equipment in students.
- 4) The duller students madam by using t/m material explain it work.

Performance:-

I am doing the work, prepare the t/m, examination in students. I guide you, conduct SA-I, FA-II.

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.

In this m's school tim activities and week Report is teach the lessons and doing the work books in students and conduct the Assessment. The principal madam gives some work like lesson learn a word and lesson plan schedule written it.

In this school, I conduct the scienceday and children celebrations mathsday celebrate the teachers.

In this school Lion's club donor in Harika construction. In this program attend the commissioner and school principal madam and all intern students.

The commissioner gives plates and bottles in student. In internship students madam give the duller and improve the remember it. Every day take the dullers and improved it case.

In this school. no gate and neat classroom nandu-nadu program not this school.

Performance :-

I am doing the work, prepare the Am, prepare examination in students. I guide you, conduct the SA-I, FA-II, FA-III exams. I am invigilator. I am

good performance in school.

ACTIVITY LOG FOR THE FIRST WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1 Monday	Teach the lesson in 3 rd class	Communication skills and writing skills are improved	Of. Hussain
Day - 2 Tuesday	Teach the lesson in 3 rd class	Improve the communication to the students and develop good students	Of. Hussain
Day - 3 Wednesday	Do the sums in 4 th class	No. of students doing well for maths sums only some students are doing well.	Of. Hussain
Day - 4 Thursday	Conduct the dictation in 2 nd class.	Some students in dictation in Telugu only 2 or 3 students are not well.	Of. Hussain
Day - 5 Friday	Conduct the exam in 4 th class	E.V.S Exam some students are well writing and some students are not well writing.	Of. Hussain
Day - 6 Saturday	Conduct the exam in 3 rd class	In English dictation some students are well writing only 2 or 3 students are not well.	Of. Hussain

WEEKLY REPORT

WEEK - 1 (From Dt. 12-12-22 to Dt. 17-12-22.)

Objective of the Activity Done:

Detailed Report:

In Monday, teach the lesson in 4th class good response students. In lunch time, mid-day meal Biryani, Tomato Pachadi served the two women for students. In Tuesday teach the lesson in 4th class sub:- E.V.S good response students only 6 dollars not interesting lessons. Total strength is 20.

In lunch time mom polihoḡa and Tomato Pachadi and chakki. In Wednesday, doing the sums in 4th class. only 203 members are dollars. In Thursday conduct the dictation in 2nd class. All students are well-writing only 3 students not well. In lunch time polihoḡa, tomato pachadi. In the 6th students not well writing. In lunch time Rice and dal, egg and chakki. In Saturday conduct the dictation in 2nd class. English dictation students are well written.

ACTIVITY LOG FOR THE SECOND WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1 Monday	Teach the lessons in 2 nd class	First I see the students how many are concentration lessons in teach you some students are absent	(C. Hake)
Day - 2 Tuesday	Do the sums in 2 nd class	Some students are well-doing sums	(C. Hake)
Day - 3 Wednesday	Teach the lesson 3 rd class	In 3 rd class students I teach lesson concentration the lesson Ask also reply fast	(C. Hake)
Day - 4 Thursday	Teach the lesson 4 th class	In 5 th class students good Response.	(C. Hake)
Day - 5 Friday	Do the sums in 5 th class	Doing sums all students are good.	(C. Hake)
Day - 6 Saturday	Conduct the Assessment in 5 th class	conduct the exam students not well writing	(C. Hake)

WEEKLY REPORT

WEEK - 2 (From Dt. 19-12-22, to Dt. 24-12-22)

Objective of the Activity Done:

Detailed Report:

In Monday teach the 2nd class some students are very well only 2 students are not well - in morning All students 1st prayer and next, eating the food. In Tuesday teach the 2nd class & do the sums in 2nd class. In Wednesday teach the lesson subject is E.V.S. All students are good response. In Afternoon principal give some work like (Hm) In Thursday teach the lesson in IVth class.

In Friday, do the sums in IVth class All students are well done. In Saturday morning conduct the Assessment and correction the exam paper marks is good. My work is control the classroom and teach the lesson, conduct the assessment and in Prayer time. I can this school teacher is very important place is a teacher.

ACTIVITY LOG FOR THE THIRD WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1 Monday	Teach the lesson in 2 nd class	All students are good listeners students raise doubt I clarify the doubts	Cf. Luvu
Day - 2 Tuesday	Do the work book in 2 nd class	All students good writing and writing and I am prove the communicate skills	Cf. Luvu
Day - 3 Wednesday	Do the work book in 2 nd class	All students are doing the sums well some students aren't well	Cf. Luvu
Day - 4 Thursday	Teach the lesson in 2 nd class	I learn out come I am prove the communication skills in lecture with me	Cf. Luvu
Day - 5 Friday	Do the sums in students	All students doing the sums in black board.	Cf. Luvu
Day - 6 Saturday	Conduct the Assessment	All students are good writing some students are not well writing.	Cf. Luvu

WEEKLY REPORT
WEEK - 3 (From Dt. 22/12/2022 to Dt. 28/12/2022)

Objective of the Activity Done:

Detailed Report:

In Monday teach the lesson in 2nd lesson subject is English. All students are good response and good listeners. Raise the doubts I clarify the doubts. In 4PM bell is ring is (12:00pm) 1st students prayer next, start the lunch eating the food. In Tuesday do the work book in 2nd class subject is English. In Wednesday do the maths work book in 2nd class. In Thursday teach the lesson and learn work spelling is by hearting. In Friday, do the sums I wrote the sums in blackboard. Students are doing the sums in blackboard.

In Saturday conduct the assessment. All students are good writing. Some students not well writing in this week. Writing skills technical skills and some are improved.

ACTIVITY LOG FOR THE FORTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1 Monday	In Monday Conduct the SA-I Examination.	I am Invittager In IV, V SA-I this experience is Nice	Cf. Ueda
Day - 2 Tuesday	In Tuesday Conduct the Maths Exam	All Students are well	Cf. Ueda
Day - 3 Wednesday	In Wednesday Conduct the English Exam.	All Students are well writing some students are not well writing	Cf. Ueda
Day - 4 Thursday	In Thursday Conduct the E.V.S Exam	All Students are not well writing some Students are well	Cf. Ueda
Day - 5 Friday	In Friday Correction the SA-I Exam Paper in V IV classes.	1 correction in the Papers and note down Marks in marks book	Cf. Ueda
Day - 6 Saturday	In Saturday Correction the Paper and this is disfor totting students and see the marks.	All Students are see marks are Nice	Cf. Ueda

WEEKLY REPORT
WEEK - 4 (From Dt. 2/1/2023 to Dt. 7/1/2023)

Objective of the Activity Done:

Detailed Report:

In morning rang school bell (9:05-9:15) prayer. Next, all students goto our classrooms. prepare the exam in students and I guide. me and another teacher conduct SA-I examination in this exam question paper and OMR SHEET and answer sheet. In monday conduct the telugu exam. All students written the exam well. In tuesday, conduct maths exam and wednesday conduct english and thursday conduct the E.V.S. All students are not interested. These exam papers correction and distribution.

In this week, I am invigilator, in this school this experience is good and correction the paper. In this school in life line good is achievement. Teachers is good qualities with teaches you. And the seeing the principal madam sir and the respect and take respect. 4th class students are attachment to me.

ACTIVITY LOG FOR THE FIFTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1 Monday	Madam Doing the works me and Intern Students conduct to celebrate the Pongal in School	In this School small festive teachers celebrate the Students.	U. Kulkarni
Day - 2 Tuesday	In Tuesday All students are good dancers some Song Practices	All Students are Enjoy the Pongal celebration	U. Kulkarni
Day - 3 Wednesday	In Wednesday celebrate Pongal, rangoli, Bhogi and dance decorate the Schools.	In this days is Enjoyable day in life.	U. Kulkarni
Day - 4 Thursday	Pongal Holidays	-	U.
Day - 5 Friday	Pongal Holidays	-	
Day - 6 Saturday	Pongal Holidays	-	

WEEKLY REPORT

WEEK - 5 (From Dt. 9-1-23 to Dt. 14-1-23..)

Objective of the Activity Done:

Detailed Report:

Monday, madam doing the work conduct the pongal celebrations. In this school small festival celebrate the students and teachers.

In Tuesday all students are practice the dances and practice the songs.

In Wednesday, All students are traditional look teachers also traditional look.

In Thursday pongal holidays is declared and re-open the next Thursday.

In this week every student cultural activities also important. dance, sing a song also drawings the pictures in charts. conduct the games. All playing the games in Ground.

ACTIVITY LOG FOR THE SIXTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1 Monday	Holiday	-	
Day - 2	Holiday	-	
Day - 3	Holiday	-	
Day - 4	Re-open the School All are not come in this day.	In school learning out come is not of all student.	CCP/CCP
Day - 5	Teach the Lesson Madam (Today is absent)	All students conc - the lesson	CCP/CCP
Day - 6	Doing the Sum (Today is absent)	All students are doing sum well	CCP/CCP

WEEKLY REPORT

WEEK - 6 (From Dt. 15-1-23 to Dt. 21-1-23)

Objective of the Activity Done:

Detailed Report:

In thursday is school is open teach the lessons and doing the sums and doing the workbooks in 3 days are absent. no. of students are not attend in this school after pongal.

MDM is pulihosa, tomato. In Friday, teach the lessons and doing the work books in 2nd class wrote the workbook of students.

In Saturday, conduct the cultural activities and games in afternoon time. morning time teacher teaches the lessons. In evening madam give the home work.

In this day MDM is leafy rice and leaby dal.

ACTIVITY LOG FOR THE SEVEN WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1 Monday	Teach the lesson in 2 nd class	Communication skills are improved	C. Lee
Day - 2 Tuesday	Teach the lesson in 2 nd class	The Students are interesting lesson are interesting	C. Lee
Day - 3 Wednesday	Do the work book in 2 nd class	1 lesson out come is work book write neatly	C. Lee
Day - 4 Thursday	Do the work book English in 2 nd class	work book is written neatly in students.	C. Lee
Day - 5 Friday	Do the work book Telugu in 2 nd class	Telugu work book is not well writing is students	C. Lee
Day - 6 Saturday	Conduct the Assessment	Students are not well writing	C. Lee

WEEKLY REPORT

WEEK - 7 (From Dt. 29/1/2023 to Dt. 4/2/2023)

Objective of the Activity Done:

Detailed Report:

In Monday teach the lesson in 2nd class
I observed students are not well-listened.

Monday pledge is India is my country and
mana thali song and vandematram and in
Tuesday morning vandematram and garajahan

Road safety teach the lessons in 2nd class.

In Wednesday doing the work book in the
students.

In Thursday doing the workbook in
students.

In Friday doing the workbook in
students are doing the sums.

In Saturday conduct the Assignment some
students are well.

ACTIVITY LOG FOR THE EIGHTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1 Monday	Do the work book in Students I guide you	work book neatly wrote Students.	U. Uee
Day - 2 Tuesday	Do the work book in 2 nd class I guide you	work book neatly wrote Students.	U. Uee
Day - 3 Wednesday	Students wrote the work book	work book neatly wrote Students	U. Uee
Day - 4 Thursday	Students are using HM and reading it	All Students are explaining very well	U. Uee
Day - 5 Friday	Teachers give some work and some activities	Technical skills is improved	U. Uee
Day - 6 Saturday	Conduct the Assessment (and Dictation	Students are well writing.	U. Uee

WEEKLY REPORT

WEEK - 8 (From Dt. 6-2-23.. to Dt. 11-2-23..)

Objective of the Activity Done:

Detailed Report:

In monday all students are doing the work books subject is english. In afternoon mom is biryani, potato curry and chakke.

In tuesday all students are doing the workbook and teaching the lessons.

In wednesday teach the lessons all students are good listener. The doubts in students clarity the doubts.

In thursday teaching the lessons and all students are lesson is interesting.

In Friday students are reading by using the materials.

In Saturday conduct the assessment and dictation. All students are wrote the exam. well-writing.

Saturday all students are reading books and games.

ACTIVITY LOG FOR THE NINTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1 Monday	teach the lessons	Communication skills are improved	Op. Lee
Day - 2 Tuesday	teach the lessons	Communication skills are improved	Op. Lee
Day - 3 Wednesday	Do the sums	All students are good neat writing	Op. Lee
Day - 4 Thursday	Do the work books	All students doing sums are well	Op. Lee
Day - 5 Friday	teaching the lessons	Technical skills & listening skills are improved	Op. Lee
Day - 6 Saturday	Holidays	-	

WEEKLY REPORT

WEEK - 9 (From Dt. 13/2/2023 to Dt. 18/2/2023)

Objective of the Activity Done:

Detailed Report:

In Monday teach the lessons in Students. All Students are good Response and good listeners.

In Tuesday Do the work book in subject is english. I write the answers in black board All students are noted.

In Wednesday do the sums. I wrote the sums in black board. Students are doing the sums in black board.

In Friday, teach skills are improved. Technical skills are improved speaking skills are improved.

ACTIVITY LOG FOR THE TENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Teach the lesson in <u>V</u> class	All students are listen is good	G. L. C.
Day - 2	Give some students are work	Do the work	G. L. C.
Day - 3	Lesson plan notes are explaining	All students are nice	G. L. C.
Day - 4	Teach the alphabets in dulleys	dulleys I teach the lesson is note down	G. L. C.
Day - 5	Teach the lesson in dulleys	dulleys I teach the Alphabets review	G. L. C.
Day - 6	conduct Assessment in dulleys	Dulleys are improved	G. L. C.

WEEKLY REPORT

WEEK - 10 (From Dt. 20/2/23 to Dt. 25/2/23)

Objective of the Activity Done:

Detailed Report:

In Monday teach the lesson in 2nd class Subjects is E.V.S All Students are good response and good lister next raise the doubt I clarify the doubts.

In Tuesday Sir some work is written with me.

In Wednesday Maths work book Doing the work book and Students are neatly work book.

the Thursday teach the dallerys and ~~Signature~~ Alphabets, Revision.

In Friday teach the dallerys and Do the sums in Students.

In Saturday conduct the assessment and All Students are well - writing.

ACTIVITY LOG FOR THE ELEVENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1 Monday	Teach the lesson in 2 nd class	communicate skills and writing skills improved	(P. U)
Day - 2 Tuesday	Teach the lesson in 2 nd class	improve the communication skills of the students and duller & good students	(P. U)
Day - 3 Wednesday	Do the sums in 4 th class	Most students doing well formally sums only some students are doing well	(P. U)
Day - 4 Thursday	Conduct the dictation in 2 nd class	Some students in dictation Telugu only 2 or 3 students are not well.	(P. U)
Day - 5 Friday	Conduct the exam in 4 th class	2 N.S Exam some students are well writing good, some students are not well	(P. U)
Day - 6 Saturday	Conduct the dictation in 2 nd class	In English dictation some students are well writing only 2 or 3 students are not well	(P. U)

WEEKLY REPORT

WEEK - 11 (From Dt. 27/2/23 to Dt. 4/3/2023)

Objective of the Activity Done:

Detailed Report:

In Monday, Teach The lesson in 4th class good response Students. In lunch time, mid day meal Biryani, potato Curry served the two moments for Students.

In Tuesday, Teach The lesson in 4th class. E.V.s good response Students only 6 dullars not interesting lessons.

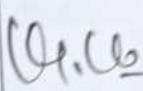
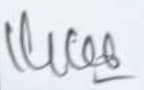
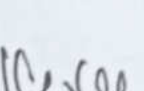
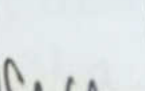
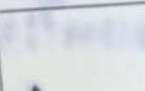
In wednesday Doing The Sums in 4th class only 2 or 3 dullars.

In Thurs day Conduct The dicton In 2nd class. All Students Are well-writing only 3 Student's not well writing.

In Friday Conduct The Exam in 4th class All Student's are well-writing only 6 Students are not well-writing.

In Saturday Conduct is assessment got the good marks.

ACTIVITY LOG FOR THE TWELVETH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1 Monday	Teach the lessons in 2 nd class	All Students are Response	
Day - 2 Tuesday	Teach the lessons in 3 rd class	All students are good response	
Day - 3 Wednesday	Do the sums in 1 st class	Do the given sums	
Day - 4 Thursday	Do the sums in 2 nd class	Do the give sums	
Day - 5 Friday	Do the sums in 2 nd class	Do the give sumy	
Day - 6 Saturday	Do the sums in 1 st class	All students are doing sums is nice	

WEEKLY REPORT

WEEK - 12 (From Dt. 27-2-23 to Dt. 4-3-23..)

Objective of the Activity Done:

Detailed Report:

In Monday, teach the lesson in dulleys.
In this school dulleys are important.

In Tuesday teach the lesson in IVth class
and. I practice science day. science Hm prepare
make it explain the Hm students are explain
in science day.

In Wednesday do the sums in IVth class
all students are well-writing.

In Thursday do the sums in IVth class
dulleys additions, subtraction and multiplication.

In Friday, madam give the work. I
finished the work.

In Saturday conduct the assignment dulleys
telugu dictation all students are well-writing
only 2 students are not well-writing.

ACTIVITY LOG FOR THE THIRTEENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1 Monday	All Students prepare the FA - III Exams	Students are Prepared the Exams	C. G. G.
Day - 2 Tuesday	All Students prepare the FA - II Exams	Students are Prepared the Exams	C. G. G.
Day - 3 Wednesday	All Students are prepare the FA II Exams	Students are Prepared the Exams.	C. G. G.
Day - 4 Thursday	Teach the dullers Telugu words	Students are well Prepared the Exams	C. G. G.
Day - 5 Friday	All Students prepare the FA II Exams.	Students are well Prepared the Exams	C. G. G.
Day - 6 Saturday	Conduct the Telugu Exam.	All Students are well writing.	C. G. G.

WEEKLY REPORT

WEEK - 13 (From Dt. 6-3-23 to Dt. 11-3-23...)

Objective of the Activity Done:

Detailed Report:

In Monday, All students are prepared the exams and in Tuesday All students are prepared the exams. Duller teach me dollers are well - writing.

In Wednesday, All students are prepared the exams and duller teach me dollers are improved.

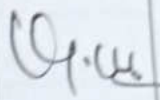
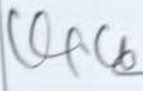
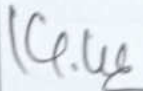
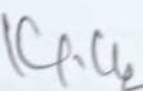
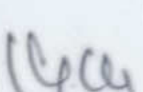
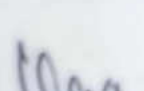
In Thursday teach the dollers telugu words. Improved the dollers some one better than previous.

In Friday conduct the telugu exam FA- III examination. I am invintar in IIIrd class.

In Saturday conduct maths exam. I am invilator in Ist class.

All students are well - writing. some one are not well - writing. " "

ACTIVITY LOG FOR THE FOURTEENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1 Monday	Holiday	-	
Day - 2 Tuesday	Conduct the English Exam.	I am Invitogers in 2 nd class	
Day - 3 Wednesday	Conduct the E.v.s Exam	I am Invitogers in 2 nd class	
Day - 4 Thursday	Six give some HM activities	Reading learn materials activities	
Day - 5 Friday	HM makes the card board and thermal	very tasks for me	
Day - 6 Saturday	Conduct the Assessment	Communication skills and technical skills	

WEEKLY REPORT
WEEK - 14 (From Dt. 13/3/23 to Dt. 18/3/23)

Objective of the Activity Done:

Detailed Report:

In Monday is Holiday is MK election Government School is Holiday.

In Tuesday, Conduct The Exam English. In Invitation, All Students are well-writing.

In Wednesday, Conduct The E.V's Exam in 4th Class. All Students are well-writing.

In Thursday madam give some work like tin materials and by using items is Thermal, Card boards.

In Friday, Submit The programme and Signature of Him madam.

In Saturday, The Cultural activities only reading purpose And no songs and games.

ACTIVITY LOG FOR THE FIFTEENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1 Monday	1am Monday Correction the Papers	Correction the Paper II nd class	C. C.
Day - 2 Tuesday	In Tuesday these Marks are Exam Reviser.	All Marks are in Register	C. C.
Day - 3 Wednesday	In Wednesday, teach the lessons in II nd class	teach the lessons in 2 nd class	C. C.
Day - 4 Thursday	In Thursday, teach the lessons indulges Students	Improve the Students	C. C.
Day - 5 Friday	The HM give the Sir	Submit the HM	C. C.
Day - 6 Saturday	Conduct the Assessment	Students are well-written	C. C.

Objective of the Activity Done:

Detailed Report:

In Monday, Correction the papers and All Students got the good marks in Tuesday, these marks in Exam register.

Sir's and madams are these marks in mobile phone.

In Wednesday, Teach the lessons in the 2nd Class and Teach the lessons in dullers and improve the students.

In Thursday, Teach, Teach the lesson in dullers

In Friday, Him Sir give project in Intern Students

In Saturday, Submit the program signature in Him Sir.

In This week is last week of Internship.

first date is 12-12-22 and 18-3-23 intern last date.

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.)

1) In four months long internship programme. I have observed and experienced above the working conditions and relationship with employees in the school.

2) I learned so much from the existed employees in the school with great extent.

3) They have given wonderful support in discharging my duties and roles in efficient way.

4) I have followed protocol institutions producers process of taking classes and time management.

5) I observed that work place is very spacious and well ventilated to work freely and happily.

6) I am very happy to express my feelings regarding working conditions of the school unpleasurable.

7) Other teachers and head masters supported me and sometimes motivated me and worked like a time to performing given tasks.

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

1) In the age of information technology every school has been transformed into digital oriented schools. my school has a smart classroom to knowledge of students.

2) no virtual classes in this school. The teacher only piece of chalk written the black board.

3) students are written the note books. no virtual classes some duller students are teach teacher by using teaching learning materials.

4) Improve the duller how to improve the duller?

5) In this improve some dullers are one teaching. Improve the dullers said by teacher (principal).

6) I am paying much more attention to the technology adopted by the school to explain every aspect to teaching to the students easily absorbable.

7) And understandable this attaches the students attend the classes regularly.

8) without dropping so, I have acquired used time technical skills.

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 have planned according to duration of the internship and working schedule of the institution to acquire managerial skills for better performance in future.

Entire internship period. I have and acquired, self management skills, team management and overall managerial skills, I am well equipped with workman ship and productive use of institutions capitan extent of my ability under the nature of work and given weekly schedules for the head of my institution. I derived a plan set a goal and finish my task.

Overall performance in the institution from my side is satisfactory. I have acquired self confidence and decision making and problem solving in relevant.

To the work I lead a team with the help employee in the institution to achieve to given tasks.

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.)

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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.,)

In this institution (school). I took internship 4 months period. During this period I think have provide by various skills, especially communication skills. I would like to describe here about improvement in different describe here about improvement in different components.

I communication skills from teachers in the school. I internship experience given tremendous confidence to me to speak well and conversation with others.

I liked myself specific improvement and communication and written communication skills. I learned conversational skills like greeting others and training (thanking) and appreciating others with maintaining protocols of the instructions.

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

As an intern training in the school. I have participating the maths day and science day, Pongal celebrations on this school, total no. of intern students are 7 members. The team is mc's school intern group in whatsapp some activity (tlm) materials. In science day 5th class students tlm (teaching learning materials) Heart, lungs, kidneys. Explain it.

Maths day celebrations students are speeches and I work it prepare the speech the 4th student speech in learn out.

I and my friend teaching materials telugu, science maths, english tlm make it.

now-a-days the principal madam doing the activities work the learn a word, lesson plan, work book in teach students.

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

In this not time (not attached) the parents. In this school construct work is not finished. nado-nadu development not this school. In this no development because of nado-nadu.

no virtual classes in this school. I observed no. of students is decreasing why? students are don't like this school because no branches and no lectures. In this school because first observed only 2 teachers (principle, sir, madam). In this elementary school 5 classes no teacher staff. now-a-days 4 no. of staff is 4 3 madam one sir. I observed no gate not development in this school.

First I observed students are nice, Government is not develop in this school and MPM is Astra Patra food is not tasty in previous now-a-days food in fine but curry is not fine.

Student Self Evaluation of the Short-Term Internship

Student Name: V. Hemalatha

Term of Internship:

From: 12/12/2022

Registration No: 202200166059

Date of Evaluation: 18/03/2023

To: 18/03/2023

Organization Name & Address: MEE school CH. S.N. colony

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:

V. Hemalatha
Signature of the Student

Evaluation by the Supervisor of the Intern Organization

Student Name: v. Hemalatha

Term of Internship: _____ From: 12/12/2022 Registration No: _____ To: 18/03/2023

Date of Evaluation: _____

Organization Name & Address: MEE CH.S.N. Colony

Name & Address of the Supervisor
with Mobile Number

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]
Signature of the Supervisor

Page No

HEAD MASTER
M.C.E. SCHOOL
CH.S.N. COLONY
SRIKAKULAM - 532005
DISTRICT - 20115 1114

