

PROGRAM BOOK FOR
SEMESTER INTERNSHIP

Name of the Student: KASINA RAVINDRA

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

Registration Number: 2022001067038

Period of internship: 4 months From:17-12-2022 To: 18-03-2023

Name & Address Internship of the Organization: Medical Department,
(Rang office Srikakulam)
SRIKAKULAM

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

An Internship Report on

Medical Department

(Title of the Semester Internship Program)

Submitted in accordance with the requirement for the degree of

B.COM (General) E.M.

Under the Faculty Guideship of

Sri H. Lakshmi Parthi

(Name of the Faculty Guide)

Department of

Commerce, Government Degree college (men) Sriikakulam

(Name of the College)

Submitted by:

K. Ravindra

(Name of the Student)

Reg.No: 2022001067038

Department of Commerce

Government Degree college (men) Sriikakulam.

(Name of the College)

Official Certification

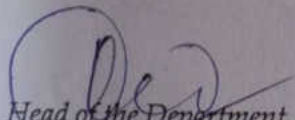
This is to certify that Kasina Ravindra (Name of the student) Reg. No. 2022001067038 has completed his/her Internship in Medical Department (Name of the Intern Organization) on Semester 7 Internship (Title of the Internship) under my supervision as a part of partial fulfillment of the requirement for the Degree of Commerice in the Department of GiDC (Men) Srikakulam (Name of the College).

This is accepted for evaluation.


MEDCO
Dr. YSR Aarogyasri
GGH, Srikakulam
(Signatory with Date and Seal)

Endorsements


Faculty Guide


Head of the Department

Principal

Certificate from Intern Organization

This is to certify that Kasina Ravindira (Name of the intern)
Reg. No 2022001067038 of ADC (men) Srikakulam (Name of the
College) underwent internship in Medical Department (Name of the
Intern Organization) from 01/12/2022 to 18/3/2023

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

25/04/23
MEDCS
Dr. YSR Aarogyasri
GGH, Srikakulam

Authorized Signatory with Date and Seal

Student's Declaration

I, Kasina Ravina a student of B.Com
Program, Reg. No. 2022001067038 of the Department of Commerce
College do hereby declare that I have completed the mandatory internship
from 01-12-2022 to 18-03-2023 in Medical Department (Name of
the intern organization) under the Faculty Guideship of
Sri H. Lakshmi Pathi (Name of the Faculty Guide), Department of
Commerce, Government Degree college (men) Srikakulam
(Name of the College)

K. Ravindra

(Signature and Date)

Acknowledgements

* Firstly, I would like to express my indebtedness appreciation to my departmental supervisor P. JOT Aruradha madam his constant guidance

his constant guidance and advice played a vital role in making the execution of the report he always gave me his suggestion that were crucial in making the report as flawless as possible.

Last and foremost I am grateful my supervisor Aru. Radha faculty of Business Administration she allowed

me to encroach upon his precious time
freely right from the very beginning
of this research work until the of
this ~~completion~~ of my internship the guidance
encouragement and suggestions provided
me the necessary insight into the rese
ch problem the necessary insight
into the research problem of the work in a
short duration

finally thanks to you to our
group members for their co-operation

Contents

- * chapter 1:- executive summary
- * chapter 2:- overview of the organization
- * chapter 3:- internship part
- * activity for the first week (fifteenth week)
- * weekly report (week-1 to week-15)
- * chapter 5:- outcomes description
- * describe the real time technical skills you have acquired
- * describe the managerial skills you have acquired.

describe how to could improve your communication skills

* describe how to and you could enhance your abilities

in Group discussion participation in teams contribution as the team member leading a team/activity.

describe the technological development you have observed and relevant to the subject area of training

Students self evaluation of the short-term internship

photos & video links.

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.

* I worked in the internship in the department of medical I visited the place in G.G.H Government general medical hospital Sri Kankulam.

I chose medical department known the patient's problem and difference from past few years & spent a time with with agriculture & department of and I learn and observed many things

the introduction is very friendly and very valuable through this internship I get to know there are some other decided areas which has to be improved I interacted with the patients and let them to know their problems and what they are facing through. I gave friendly with interaction and I thought some problems they are suffering and I gave few suggestions which should be clear by government there are some other decided areas which has to be improved then

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 the movement of force and energy as in lifting a stool

organization is born when more than one person coordinates to who puts them in an organization is born when more than one person co-ordinates to do work such as a person passing bundles to another person to keep them in order.

organization refers to way in which the component of an enterprise is put into working order so as to achieve the objectives of the firm

the components of materials and medical department in function authority and responsibility.

the term organization is used to denote the process of organization.

in management in a relationship among positions of built up for the realization

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.

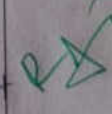
I worked in the internship in the department of medical I visited the place in GGM (Government general hospital Sri K Kular).

I choose medical department to know the patient's problem are most important in that department my training sir help me alot And he explained each about that department Government hospital are always better to the poor people are admitted in the government hospitals

most of the people are joined in the government hospitals only because of their sake doctors are also treated them very good in hospitals each and every staff to the patients

I enjoyed a lot in that hospitals my 2 change madam are also moved with me very friendly I emotionally connected with them finally my internship successfully.

ACTIVITY LOG FOR THE FIRST WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	today I attend to my internship at GGH	I worked in aagya sri department	
Day - 2	today I attend to my internship at GGH	I worked in aagya sri sector	
Day - 3	today I attend to my internship at GGH	I worked in aagya sri department	
Day - 4	Today I attend to my internship at GGH	I worked in cases and discharges	
Day - 5	today I attend to my internship at GGH	I worked in aagya sri discharge must eny	
Day - 6	today I attend to my internship at GGH	today I can now to approve the pending cases	

WEEKLY REPORT

WEEK - 1 (From Dt 7-12-22 to Dt 13-12-22)

Objective of the Activity Done:

Detailed Report:

In this entire week I have conducted various circular activities like art induction in department or interact with them to know about their state of mind connect with them

I have also taught them few lesson from that they have felt that they come to know about some new things and I have observed their medical department or performance knowledge

total of department medical in Rims in govtment (G.B.H) Srikakulam of practice they the teaching in fun and learning way.

ACTIVITY LOG FOR THE SECOND WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	I went to in hospital I have observed some who needs to be possible	I have know how to discipline the in a expertside	RS
Day -2	I went to aerology so in the about their goals which was interactive	I goot to know about their life style goals and proactive	RS
Day -3	I thought in a hospital in coaching informality in through sent entences	I have managed the blood pressure read in their of King	RS
Day -4	I have thought the in hospital in the formuity of and moral general	I come to know about communication management with someone	RS
Day -5	I have thought the about how to at particular places and situation	I have to come to know about mentoring in Behavior Pattern	RS
Day -6	I have conducted active way for King hospital	I have thought subject in appropriate manner in tablection	RS

WEEKLY REPORT

WEEK - 2 (From Dt 14-12-21 to Dt 20-12-21)

Objective of the Activity Done:

Detailed Report:

In this entire 2nd week, I have conducted various circular curricular activities like self induction Games to interact with them to know about their state of mind then to know about their state of mind and connect with them

I have also taught them few lessons from their coaching in understandable they come to know about some new things And I have observed their Rm hospital performance knowledge

in medical department in the same they are not very in aajgoya sri department in Rm hospital

ACTIVITY LOG FOR THE THIRD WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I have thought edms of discharge in cases of departments	I have developed my system in the two are good cases	RS
Day - 2	I have conducted a in a arogya sri department	I have interacted with the power moment in a department	RS
Day - 3	I have checked a bout class in degree of department in hospital	I have to come to know about in any for system.	RS
Day - 4	I have interested with proactive of cases of department	I tried to solve problems at a any system of edms	RS
Day - 5	I have taught Rins hospital in government (G.B.H.)	I have dealt with only day of proactive	RS
Day - 6	I have taught in a arogya sri department in coaching	I have increased my communication of system	RS

WEEKLY REPORT

WEEK - 3 (From Dt 21-12-21 to Dt 27-12-21)

Objective of the Activity Done:

Detailed Report:

In there 3rd week I completed my Internship

I learn about how to up date Pending cases And now to upload Photo's

I learned which type of Case and an bed In Patient case All the details are leaves but It's difficult.

some times I can't understand uploading Photos

so finally I completed my 3rd week Internship at G.G.H

ACTIVITY LOG FOR THE FORTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	I have checked about the Rimshastpi tal in aagoyaniti	I have known so many new things in cases and pre auth etc	22/7
Day -2	I have taught Radio lary in edms are any practice	I got to know about teaching new things of superentobb	22/7
Day -3	I have conducted a fun activity to the any discharge form	I come to know about the work ing of modus and stuff	22/7
Day -4	I have helps the in madam of and stud members in their respectives works	I have learned teach about how to some comput or system	22/7
Day -5	I have taught Ann are stabt depressi on bed and blood etc.	I have in a computer and practies of aagoyasni	22/7
Day -6	I have taught edms in hospitas of pract ies	I have learn ed to teach practical any way.	22/7

WEEKLY REPORT

WEEK - 4 (From Dt 23-12-22 to Dt 3-1-23)

Objective of the Activity Done:

Detailed Report:

On these 4th week I worked in the aagogyasri department

And already I am learned all the details about the pediatric department aagogyasri.

I can be used me with computer system work is used me in future

on there entire week I learned all the details about my is used me in future

On this ~~same~~ week I learned about that how to update discharge pices etc

finally I completed my internship on these 4th week.

ACTIVITY LOG FOR THE FIFTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	the have taught in a lab techtion are any deperments .	I have interacted with the about ob deph enet	
Day -2	I have taught the in a model any system of practice	I have tried tuteach the any coaching	
Day -3	I have interacted with medical surgery Sri Rims hospital	I have a cessed the digite dew in the hospital	
Day -4	I have taught the any day surgery Sri deperment	they are practice ob learned in dermatology department	
Day -5	I have taught the any medical cases of neprology case	the surgery Sri deperment of cases such ob	
Day -6	I have interacted with the study of and Present study	I have known somany things this for days Journey	

WEEKLY REPORT

WEEK - 5 (From Dt. 4-1-23 to Dt. 8-1-23)

Objective of the Activity Done:

Detailed Report:

I this 5th week of my internship in Government General Hospital (G.G.H.)

In learned lot's of information and I gathered some more details about the anaesthesia department in these or senior most faculty

In these entire week I learned how to register the case

finally I learned lot's of information about anaesthesia in anaesthesia department

ACTIVITY LOG FOR THE SIXTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Today I attend to my internship at G.G.H	I worked in aarogyasri sector	RT
Day - 2	Today I attended to my internship at G.G.H	I worked in aarogyasri sector	RT
Day - 3	Today I attend to my internship at G.G.H	I worked in aarogyasri sector	RT
Day - 4	Today I attend to my internship at G.G.H	I worked in aarogyasri sector	RT
Day - 5	Today I attend to my internship at G.G.H	I worked in aarogyasri sector	RT
Day - 6	Today I attend to my internship at G.G.H	I worked in aarogyasri sector.	RT

WEEKLY REPORT

WEEK - 6 (From Dt 11-1-23 to Dt 20-1-23)

Objective of the Activity Done:

Detailed Report:

In this 6th week of my internship in GGH.

I ~~learned~~ all details some more about the Internship

and I gathered some more details about the internship in GGH I learned as well as the all details about the aarogya sri

I worked in the aarogya sri department

In this entire week I am is every work the new Registration

finally I learned lot's of information about aarogya sri department

ACTIVITY LOG FOR THE SEVEN WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Today I attend to my internship at GGH in aarogyasri dept	I worked in aarogyasri EDM and case	RF
Day - 2	Today I attended to my internship at GGH in aarogyasri dept	I worked in aarogyasri sector in department	RF
Day - 3	Today I attend to my internship at GGH	I worked in aarogyasri sector in department	RF
Day - 4	Today I attend to my internship at GGH department	I worked in aarogyasri department	RF
Day - 5	Today I attend to my internship at GGH in aarogyasri department	I worked in aarogyasri in EDM and discharge	RF
Day - 6	Today I attend to my internship at GGH in aarogyasri department	I worked in aarogyasri sector in independent	RF

WEEKLY REPORT

WEEK - 7 (From Dt 21-1-23... to Dt 28-1-23...)

Objective of the Activity Done:

Detailed Report:

on this entire 7th week I learned a lot's of information and I learned how to update the cases

I am also excited after learning about the aagya sir. It is very difficult but I will try my best.

on this week I learned all the details like discharge update.

my training madam helping me a lot

And she supported me

finally I completed my internship at G.G.H C government general hospital

ACTIVITY LOG FOR THE EIGHTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Today I attend to my Internship at GGM aarogya sri	I worked in aarogya sri sector department	
Day - 2	Today I attend to my internship at GGM H in aarogya sri	I worked in aarogya sri sector independent	
Day - 3	Today I attend to my internship at aarogya sri sector	I worked in aarogya sri sector dermatology	
Day - 4	Today I attend to my Internship at GGM H in aarogya sri	I worked in aarogya sri department	
Day - 5	Today I attend to my Internship of GGM H in aarogya sri dept	I worked in Pending Approved cases	
Day - 6	Today I attend to my Internship of GGM H in aarogya sri dept	I worked in EDM and discharges related	

WEEKLY REPORT

WEEK - 8 (From Dt: 30-1-23 to Dt: 04-2-23)

Objective of the Activity Done:

Detailed Report:

On this entire 8th week I learned lot's of information about axonyasi?

In this eight week I learned the cases how to apply rejected cases second through registration.

I learned the all rules and regulation of axonyasi department

In apply small children's disease cases through registration and clear the cases and give the discharge.

we call the mithra staff and take discharge photos and take signature to patient

finally 8th week Internship was completed successful

ACTIVITY LOG FOR THE NINTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Today I attend to my Internship at GGH in aarogyasri department	I worked in aarogyasri sector dermatology dept	
Day - 2	Today I attend to my Internship at GGH in aarogyasri department	I worked in aarogyasri sector dermatology department	
Day - 3	Today I attend to my Internship at GGH in aarogyasri department	I worked in aarogyasri dermatology department	
Day - 4	Today I attend to my Internship at GGH in aarogyasri department	I worked in aarogyasri sector in dermatology dept	
Day - 5	Today I attend to my Internship at GGH in aarogyasri department	I worked in aarogyasri sector in dermatology dept	
Day - 6	Today I attend to my Internship at GGH in aarogyasri department	I worked in aarogyasri sector in dermatology dept	

WEEKLY REPORT

WEEK - 9 (From Dt 5-2-23 to Dt 11-2-23)

Objective of the Activity Done:

Detailed Report:

In this 9th week I learned so much about aarogyaⁿⁱ sectⁿⁱ.

I am learning about all the department of Rules

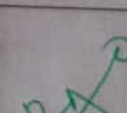
This entire week I learned as well as all weeks training

I know that ~~training~~ now to behave with patient's and also some more doctor's are also making

and I gathered some more details about aarogyaⁿⁱ sectⁿⁱ I worked in 2 departments.

finally I reached 10th of information on about aarogyaⁿⁱ department.

ACTIVITY LOG FOR THE TENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	to day I attend to my Internship at GGH in aarogyasri section	I worked in aarogyasri in dermatology dept	
Day - 2	Today I attend to my Internship at GGH in aarogyasri section	I worked in aarogyasri in dermatology dept	
Day - 3	Today I attend to my Internship at GGH in aarogyasri section	I worked in aarogyasri in dermatology dept	
Day - 4	Today I attend to my Internship at GGH in aarogyasri section	I worked in aarogyasri in dermatology dept	
Day - 5	Today I attend to my Internship at GGH in aarogyasri section	I worked in aarogyasri in dermatology dept	
Day - 6	Today I attend to my Internship at GGH in aarogyasri section	I worked in aarogyasri in dermatology dept.	

WEEKLY REPORT

WEEK - 10 (From Dt 3-2-23 to Dt 9-2-23)

Objective of the Activity Done:

Detailed Report:

on this 10th week I worked in the anagynasi department

and I learned already all the details about the internship

I learned about how to updated pending cases and how to upload photos anagynasi codes are pending.

finally I learned up to in cause and on bed inpatient cases

All the details are learned but it's difficult

so finally I completed my 10th week Internship at G.G.H

ACTIVITY LOG FOR THE ELEVENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Today I attend to my internship at GGH aarogya sri sector	I worked in aarogya sri sector in dermatology department	RT
Day - 2	Today I attend to my internship at GGH aarogya sri sector	I worked in aarogya sri sector in dermatology department	RT
Day - 3	Today I attend to my internship at GGH aarogya sri sector	I worked in aarogya sri sector in dermatology department	RT
Day - 4	Today I attend to my internship at GGH aarogya sri sector	I worked in aarogya sri sector in dermatology department	RT
Day - 5	Today I attend to my internship at GGH aarogya sri sector	I worked in aarogya sri sector in dermatology department	RT
Day - 6	Today I attend to my internship at GGH aarogya sri sector	I worked in aarogya sri sector in dermatology department	RT

WEEKLY REPORT

WEEK - 11 (From Dt 21-2-23 to Dt 26-2-23)

Objective of the Activity Done:

Detailed Report:

on the entire 11th week I learned lot's of information and I learned how to update the case.

I so excited after learning about the anagysis department. It's very difficult but I will try my best.

on the week I learned All the details like discharge update.

My training sri helping me alot the best thing sri

finally 11th week completed in my intership at G.G.H

ACTIVITY LOG FOR THE TWELVETH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Today I attend to my internship at GGH in aarogyasri section.	I worked in aarogyasri in IP & standard change	27
Day - 2	Today I attend to my internship at GGH in aarogyasri section.	I worked in aarogyasri in dermatology department	27
Day - 3	Today I attend to my internship at GGH in aarogyasri section.	I worked in aarogyasri in dermatology department	27
Day - 4	Today I attend to my internship at GGH in aarogyasri section.	I worked in aarogyasri in dermatology department + ment	27
Day - 5	Today I attend to my internship at GGH in aarogyasri section.	I worked in aarogyasri in dermatology department	27
Day - 6	Today I attend to my internship at GGH in aarogyasri section.	I worked in aarogyasri in dermatology department	27

WEEKLY REPORT

WEEK - 12 (From Dt. 28-2-23 to Dt. 5-3-23...)

Objective of the Activity Done:

Detailed Report:

On the 12th - week I worked in the oarogyaan department

and I learned already all the details about how to internship

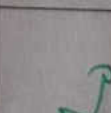
I learned about how to update cases and discharges forms and inpatients and procedures and attachment etc --- now to upload photo's and departments

finally I learned upto in cause and update cases

All the details are learned but it's difficult

so finally I completed my 12th week internship at Government General hospital

ACTIVITY LOG FOR THE THIRTEENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	today I attend to my internship in a rogy sri dept	I worked at dermatology department	
Day - 2	today I attend to my internship in a rogy sri dept.	I worked at dermatology department	
Day - 3	today I attend to my internship in a rogy sri dept	I worked at dermatology department	
Day - 4	to day I attend to my internship in a arogy sri dept	I worked in dermatology and arogyo mithra.	
Day - 5	to day I attend to my internship in a arogy sri dept	I worked at dermatology department	
Day - 6	to day I attend to my internship in a arogy sri dept	I worked at dermatology department	

WEEKLY REPORT

WEEK - 13 (From Dt 7-3-22 to Dt 13-3-22)

Objective of the Activity Done:

Detailed Report:

On the 13th week I worked in the
anatomy department.

and I learned about in
already all the details about in inter
ship.

I learned about how to update
case and discharges forms and Inpati
ents and Pre births and attachment
etc and some available details

So finally I completed my 13th
week internship at (G.G.H) RIMS
hospital.

ACTIVITY LOG FOR THE FOURTEENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	I attend to my inter ship at aarogyasri department	I worked in aarogyasri in dermatology section.	✓
Day -2	I attend to my inter ship at GG# in aarogyasri	I worked in aarogyasri in dermatology section.	✓
Day -3	I attend to my inter ship at GG# in aarogyasri	I worked in aarogyasri in dermatology section.	✓
Day -4	I attend to my inter ship at GG# in aarogyasri	I worked in aarogyasri in dermatology section.	✓
Day -5	I attend to my inter ship at GG# in aarogyasri.	I worked in aarogyasri in dermatology section.	✓
Day -6	I attend to my inter ship at GG# in aarogyasri.	I worked in aarogyasri in dermatology section.	✓

WEEKLY REPORT

WEEK - 14 (From Dt 2-3-23 to Dt 8-3-23)

Objective of the Activity Done:

Detailed Report:

In the 14th week in the last week of the my 14th internship

In this all week I learned so many things from that hospital

In that Rims hospital in anarogysri; department in Edny and PPD Approved causes and discharge updates clinical notes etc - - -

Sometime I can't understand uploading photos

So finally 14th week early week is fast completed in my internship in Rims C.G.G.H

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.)

internship work environment is one of the aspect of intern's quality addressed in this report this people at Government General hospital GGH in SriKakulam were a good interactive staff and they are given a computer system for our work and with basic things like paper stamps our role is enhance the Patients observe there and any other negatives Analyse all activities by doctors nurses and patients our things are from 9:30 AM to 2:30PM (Morning to evening)

* the doctors and staff are very polite and to me the other interns were also very cooperatives in work. we as the interns as a team were actives for are the process which make our internship very useful for us my team and me follows department rules and produces In the medical department maintainance and envigemental also Very clean

- * expose career alternatives prior to graduation
 - * Integrate theory and practice
 - * Asses interest and abilities in the field of study.
 - * develop good habits and attitudes necessary for job success during internship
 - * Build working experience.
- my team outgrison and my trainings madam give motivation to us.

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

there are some technical skills I have acquired from the internship

I have know about how to put my knowledge and skills into practice such as mentoring I learned how to communicated and build relationship with the people worked

I learned that every department of organization has it's own culture I quickly learned that every company has it's own culture and important to communicate with my trained that it's important to doubts

* the real time technical skills

* how to put my knowledge and skills into practice in internship

- * benefits of networking
- * understanding workplace culture
- * enthusiasts in invaluable
- * Keeping a journal a grade for people growth
- * how important good communication is helping each other.
- * the benefits of taking on feed back
- * Adaptability workplace are most often to different kinds of change over time
- * communication occurs in a variety of ability to communicate
- * Asking and receiving feedback is very important
it is essential to take notes of both the positive and negative points for future I learned that sometimes asking for feed back or receiving significant impact on your future goals and successes

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.

2+ managerial skills you have acquired
communication

team work:-

team work is compound word combining team and work. Teams are a form of group primarily dedicated to production or problem solving.

that teams as with the work this is were over previous can serve users. each member of the team has skills talents experience and education.

teams can often achieve high levels of performance.

- * select team members wisely
- * select a person suitable leader

Promote coordination
Satisfy responsibilities
Ensure technological compatibility and manage
ent skills.

Leadership:-

Whether or not there is a natural leadership comes in many forms and representations.

Leadership comes in many forms and representations.

Leader does not represent their interests

Decision Making:-

* In decision making is using making is the between two or more course of action

* Reasoning is using the facts and figures in front of you to make decisions.

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

- * think before speaking.
- * use concise language
- * understand your audience
- * pay attention of your body language

write communication:-

- think about the Purpose of your message
- Put yourself in your reader's shoes
- Keep a place to jot down thoughts and ideas

edit fiercely and read the message out sound

consider criticism as growth.

conversation abilities:-

- * starting conversations for example with the greeting like 'Hi'.

* using are contact

* taking priority

* knowing how to get attention in a right way for example by saying excuse me

Anxiety management :-

some way's to manage anxiety disorders include learning about anxiety mind fitness relation techniques.

current breathing dietary adjustment exercise learning to be assertive building self cognitive therapy exposure therapy structured problem solving medication and support groups.

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

- * your abilities in group discussions
 - * Respect the contribution of other speaker
 - * listen well to the ideas of the ideas of other speakers you learn something
 - * AC knowledge what you find interesting
 - * Remember that a discussion is not a fight
 - * try to stick to the discussion topic
- Participation:-

clearly define roles and responsibilities for every team

Build trust with in the team

encourage clear frequent communication

* don't be afraid to reorganize team dynamics

contribution as a team members:-

* develop a team mentality think 'we' not me.

* Be open to the ideas of your team
Make

* Be respectful of other

* Be approachable

* Avoid rewarding people for things they do that contribute.

Leading team

* develop a leader's mind set leading a team requires a different mind set.

* set up your team to get results

* Create a culture of feedback

* lead your team through change

* manage your team and energy

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

* digital technological can help improve communication content, management, access, to analytics and social networking

staff and customer experience are improved with a fresh approach and interactive

* relevant training means work experience relating in training course (or) program training for employment (or) both best not work experience (or) both best not work experience (or) training by an education provides.

Student Name: Kasina Ravindra Registration No: 202200069078

Term of Internship: From: 07-12-2022 To: 18-03-2023

Date of Evaluation: 1-5-2023

Organization Name & Address: Medical Department Srikakulam

Name & Address of the Supervisor
with Mobile Number Civil Surgeon, RMO
Govt. General Hospital
SRIKAKULAM 10/1/2023

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:

Civil Surgeon, RMO
Govt. General Hospital
Signature of the Supervisor

10/1/2023

Student Self Evaluation of the Short-Term Internship

Student Name: *Kosina Ravindora*

Registration No: *202201067038*

Term of Internship:

From: *07-12-2022*

To: *18-03-2023*

Date of Evaluation: *1-5-2023*

Organization Name & Address: *Medical Department, Sri Kakulam*

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:

K. Ravindora
Signature of the Student

Evaluation by the Supervisor of the Intern Organization