

PROGRAM BOOK FOR SEMESTER INTERNSHIP

Name of the Student: SANDAPU TEJESWARA RAO

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

Registration Number: 2022001067076

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

Name & Address Internship of the Organization: Educational Department,
(MCH School Hudco Colony, Balaga),
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. K.Chinna Rao, M.com

*Department of Commerce
Government Degree College (Men), Srikakulam*

Submitted by:

S. Tejeswara Rao

Reg.No: 2022001067076

*Department of Commerce
Government Degree College (Men), Srikakulam*



Official Certification

This is to certify that Sandaru Tejaswara Rao (Name of the student) Reg. No. 20220010670⁷⁶ has completed his/her Internship in C. H. School, Hudco colony (Name of the Intern Organization) on Education Department (Title of the Internship) under my supervision as a part of partial fulfillment of the requirement for the Degree of Commerce in the Department of Govt. degree college (Name of the College).

This is accepted for evaluation.

(Signatory with Date and Seal)

HEAD MASTER

Municipal Corporation High School

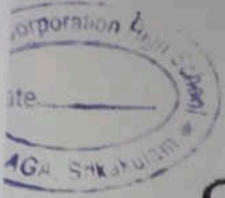
BALAGA, Sakulam

Endorsements

Faculty Guide

Head of the Department

Principal



Certificate from Intern Organization

This is to certify that Sandaru. Tejeswa Rao Rao (Name of the intern)
Reg. No 2022001067076 of Govt. degree college (Name of the
College) underwent internship in M.C.H. school, Hudco colony (Name of the
Intern Organization) from 17-12-22 to 18-03-23

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

Authorized Signatory With Date and Seal

Municipal Corporation Balaga

BALAGA, Sakatulum

Student's Declaration

I, S. Tejaswara Rao a student of Internship
Program, Reg. No. 2022001067076 of the Department of B. com. (G)
College do hereby declare that I have completed the mandatory internship
from 17-12-22 to 18-03-23 in M.C.H school, Hudco colony (Name of
the intern organization) under the Faculty Guideship of
K. Chinna Rao (Name of the Faculty Guide), Department of
B. Com. (General), Govt. Degree college. (men)
(Name of the College)

S. Tejaswara Rao

(Signature and Date)

Acknowledgements

Morning [9:05] to [9:15]

At 9:05 is Prayer bell
1) Matam 2) Slogan 3) Pledge 4) National Anthem 5) Poem
6) story 7) G.K Bits.

After Prayer Students are going to our class room Teachers
and Sirs Sign in Registration and Attendance in mobile
phones in teachers.

Next Madams and Sirs Attendance in students and no. of
students attendance in school in mobile.

9:30 to 10:45

The teachers teach the lessons.

The Intern students give the duties in teacher with
improve the students.

The principal sir give the work finish the work submit
to teacher.

10:45 to 11:00 [Break]

11:00 to 12:00 pm

Teachers doing the sums in students.

ie and Intern students are dentlers doing the sums in
students noted down the students.

After break Govt schools and municipal School provide a
food "AKSHYA PATHRA" food.

Previous cooking the food five women served the five
dishes in all students.

12:20 to 1:05 [Lunch Break]

All students clean the plates and served the food
on plate.

After students prayer next eating the food.

1:05 to 2:25

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.

2:40 to 4:00 pm

Teacher teaches the lesson and doing the work and
correction. the work.

Teachers and sir's give the home work in students.

Close the Books students, next, All students meditation.

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 pakodi Chakki.

Tuesday [Prayer]

Vande mataram Song
Maa jahan se Acha
School safety Pledge
Pledge in Telugu
Learn a word

National Anthem

Mid-meal is pulihora and tomato pappu.

Wednesday

Vande mataram Song
Maa Telugu talliki [State Anthem]
School safety pledge
Pledge in Telugu
Learn a word day.
National anthem

Mid-meal is Biryani Potato Curry and chakki.

uesday [Prayer]

1st mataram song

- jahan se Acha

hge in english

in a word a day

bit, Poem

ding Telugu, english news paper

ional Anthem

we pledge

Mid-day meal is lemon pulihora, tomato pakodi.

riday [Prayer]

2nd mataram song

Telugu talhiki

we prayer

in english

in a word

bit, Poem,

ding the news paper

ional anthem

Mid-day meal is Rice, dal and chakki

aturday [Prayer]

3rd mataram song

- jahan se Acha

hge in english.

in a word a day

bit, Poem, Poetry

ional anthem

ding the news paper

Mid-day meal is leaty Rice, leaty dal, sweet

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

In future plans, I become teacher. First Patience and never hurts yourself and students

In Govt. teacher

- 1) wrote the diary
- 2) wrote the lesson schedule note in our class
- 3) No. of students are Brighter
- 4) No. of students are dullers we can see

1) And improve the dullers become the bright student
2) First of all, Read the lesson properly and teach the lesson in students Ask questions the students become brights and Interesting the lesson How to teach? I teach the lesson Interesting in Principal Sir.

In Principal sir, doing the work like learn word note and registration no. of students are present or absent and conduct the examination and correction the papers and cultural activities like sing a song and music dancers and games.

How to make the plan?

How to write the diary and lesson plans?

How to teach the lesson and Interesting the lesson in students?

How to Improve the dullers?

It comes:

First, write the diary is everyday teach the lesson in students write the diary.

The lesson are main points are notedown the note book. The poems are with action.

First, give the dullers first ~~as~~

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.

I worked in the education department.

I worked M.C.H School of Hudco colony. education department. plays an important note in every sector. I served many things in school that the children are good lack of knowledge my interaction with student very friendly and more valuable I spent nearly 18 hours with that children and I got to know that students performing was very poor. The students are about to understand the basic things.

I played the role of teacher in a school and shared very few things planned to develop and improve the school environment with my knowledge to give the best.

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 M.C.H school Hudco colony Srikakulam in the education department worked in Government school and I taught also to the students. I also used black board and

I also performed some tasks with the children so that to encourage them in participating. I also conducted weekly tasks like games, quize, their activities to the children. This part of internship. Take me to learn more knowledge about education system especially in school.

ACTIVITY LOG FOR THE FIRST WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	As it is my first day, I have conducted self introduction for 6th and 7th class students.	It was a great day as a teacher and it is a better experience to me.	<u>Nbow</u>
Day - 2	I went to 7th class and asked some basic questions regarding maths to the students.	I have been prepared & came to know about teaching few ways.	<u>Nbow</u>
Day - 3	Again, I was sent to 7th class and they are very excited to know about me.	I noticed the curiosity in each and every student.	<u>Nbow</u>
Day - 4	I went to 7th class and taught them communication in english & spellings in english.	This day I came to know how to deal with children.	<u>Nbow</u>
Day - 5	I was sent to 9th class and made them to study english questions & answers.	I came to know about their educational standards.	<u>Nbow</u>
Day - 6	I have interacted with 8th class students with some activities.	I observed their mind-set and way of behaviour & active participation.	<u>Nbow</u>

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

As it is the first week, I conducted self introduction in each and every class to know about them.

And I also conducted some circular activities to interact with them. I have also taught them new lessons in their syllabus in understandable manner so they can understand easily and to know about new things and I observed they are social and I noticed their educational performance and knowledge.

Finally I noticed that some students are not active and they like the teaching in friendly manner.

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 6th class and I have observed that some students needs to be discipline	I came to know that how to control students to be is discipline	<u>Abow</u>
Day - 2	I went to 7th class and asked them about their jobs which was well interactive	I noticed about their life styles, goals and their problems.	<u>Abow</u>
Day - 3	I taught 7th class, a Telugu lesson in my own way of teaching	I have made them to read the lesson in their own mother tongue.	<u>Abow</u>
Day - 4	I have sent to 2nd class and made to ten about rhymes and moral stories with action.	I learned now to communicate and management with	<u>Abow</u>
Day - 5	I have taught the 2nd class students about how to behave at particular places and	I came to know about mentoring in behaviour aspects.	<u>Abow</u>
Day - 6	I have conducted some activities to 6th class students regarding their subjects.	I learned how to teach in a appropriate manner.	<u>Abow</u>

WEEKLY REPORT

WEEK - 2 (From Dt. 14-12-22 to Dt. 20-12-22)

Objective of the Activity Done:

Detailed Report:

In this wative week. I have observed the students about their performance in studies and their capatilities too. I have discussed with them about how to study and mange their acade-mic performance.

I have conducted some new activities regarding their syllabes. ~~and~~ and created an environm-ent in which they are very active in group discusions and in class - too.

ACTIVITY LOG FOR THE THIRD WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I have checked 6 th class students about awareness on how to live in a society.	I observed many things that how kids think about their home town	<u>Abom</u>
Day - 2	I have taught 6 th class students about english basics like parts of speech.	I came to know about teaching new things to the students	<u>Abom</u>
Day - 3	I have conducted a fun activity to the 7 th class where were the students	I have developed my communication skills through this	<u>Abom</u>
Day - 4	I have helped the teachers and other staff members in their respective works.	I learned to work with other teachers.	<u>Abom</u>
Day - 5	I have taught 7 th class about maths tricks which will help them.	I noticed how they are dealing with common problems	<u>Abom</u>
Day - 6	I have taught 7 th class about maths tricks which will help them	I came to know how to teach in easy way	<u>Abom</u>

WEEKLY REPORT

WEEK - 3 (From Dt. 21-12-22 to Dt. 27-12-22)

Objective of the Activity Done:

Detailed Report:

In this week, I have developed my teaching skills, while teaching them in a practical approach which enhanced my communication skills very well.

And I have also interacted with the respected government teachers, parents about the system situations, problems... etc... I also tried to teach the students so that they felt like they are in an open space.

I have also worked with teachers and other staff members which made me to know about how things that happen behind school / the screen.

ACTIVITY LOG FOR THE FORTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I have taught maths lesson and problematic sums to 6 th & 7 th class	I developed my teaching skill & the students are also good	<u>Now</u>
Day - 2	I have conducted games to know about their other talents for 7 th class	I have interacted with students & helped them in clearing their doubts	<u>Now</u>
Day - 3	I have checked about every class environment - sanitary, and water facilities	I noticed few problems in school.	<u>Now</u>
Day - 4	I have interacted with students regarding their problems in school & about government schemes.	I tried to solve their problem by informing to the management	<u>Now</u>
Day - 5	I have taught 6 th class students about birds, animals, fruits and flowers	All the students are reacted very well	<u>Now</u>
Day - 6	I have taught 8 th class students about eating in etiquettes	I have increased all my skills	<u>Now</u>

WEEKLY REPORT

WEEK - 4 (From Dt. ²⁸⁻¹²⁻²² to Dt. ³⁻¹⁻²³)

Objective of the Activity Done:

Detailed Report:

In this week, I have developed my skills such as teaching, mentoring, communicating, managing and team work. active participation when compared to the previous weeks.

I have also observed about the school environment, students' performance and all the surroundings and I also interacted with them and gave them advices and tried to solve them in other ways.

The students also have been performing very well in all activities.

ACTIVITY LOG FOR THE FIFTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I have taught maths lesson and problematic sums to 6th class	I developed my teaching skill & the students are also good	<u>Now</u>
Day - 2	I have taught 8th class students about eating in eliquetities	I have increased all my skills	<u>Now</u>
Day - 3	I have taught maths lesson and problematic sums to 8th class	I developed my teaching skill & the students are also good.	<u>Now</u>
Day - 4	Pongal Holidays	—	
Day - 5	Pongal Holidays	—	
Day - 6	Pongal Holidays	—	

WEEKLY REPORT

WEEK - 5 (From Dt. 4-1-23 to Dt. 10-1-23.)

Objective of the Activity Done:

Detailed Report:

In this week, I have developed my skill such as way of expressing my knowledge to others and also I lost my stage fear. In this journey, I developed myself. Fear and other skills which enhanced me very well.

I came to know few good things and also some problems which made me to think in different way to solve them. Finally, I got a better experience as a teacher and it was a nice ~~prof~~ ~~of~~ ~~prof~~ ~~so~~ through which we can give ~~knowledg~~ knowledge to others.

ACTIVITY LOG FOR THE SIXTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Pongal Holidays	—	
Day - 2	Pongal Holidays	—	
Day - 3	Pongal Holidays	—	
Day - 4	Re-open the school All the are not come in this day.	In school. Learning outcome is no. of students present	<u>Done</u>
Day - 5	Teach the lesson in 7 th class	Communications skills are improved	<u>Done</u>
Day - 6	Do the work book in 7 th class	Learning outcome is workbook write neatly	<u>Done</u>

WEEKLY REPORT

WEEK - 6 (From Dt) 1-1-23 to Dt 10-1-23

Objective of the Activity Done:

Detailed Report:

In Thursday school is open teach the lesson 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 pulihora, lamato pakodi. In Friday, teach the lessons and doing the work books in 6th class wrote the work book students.

In Saturday, conduct the cultural activities and games in afternoon time morning time teacher teaches the lessons. In Evening madam give the Home works.

In this day MDM is leaby rice and leaf salad.

ACTIVITY LOG FOR THE SEVEN WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	As it is my 1st I went to 8th class and taught them maths in a fun and learning way	I have been prepared and come to know about teaching in a fun and learning way	<u>Now</u>
Day -2	I have conducted self introductions for 9th class.	It was a great day as a teacher and come to know about some students	<u>Now</u>
Day -3	Again, I was sent to 9th class and I have noticed some problems in them.	I come to know about their educational status	<u>Now</u>
Day -4	I went to 7th class and taught them everyday things in proper manner like greeting	I come to know how to teach the children neatly	<u>Now</u>
Day -5	I taught the 7th class students an english lesson and played on activities	I observed about their knowledge on english	<u>Now</u>
Day -6	I have interacted with the 6th class student through activities	I came to know about their mind sets and knowledge.	<u>Now</u>

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

In this entire week, I have conducted extra circular curricular activities like self Introduction, Games to interact with them to know about their state of mind and connect with them.

I have also taught them few lesson from their syllabus in understandable manner so that they have felt that they came to know about some new things. And I have observed their educational performance, knowledge.

Totally, I learn that some students are not very well in studies and they like the teaching in fun and learning way.

ACTIVITY LOG FOR THE EIGHTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I went to 8th class and I have observed some students who needs take discipline	I have know how to discipline the students as my standard.	<u>Now</u>
Day - 2	I went to 8th class and asked them about their goals which was well interactive	I got to know about their life. style, goals and Problems.	<u>Now</u>
Day - 3	I taught 7th class, a Telugu lesson and by them through sentences.	I have managed the students to read in their mother language	<u>Now</u>
Day - 4	I have taught the 6th class students some rhymes and moral stories	I come to know about communication and management with.	<u>Now</u>
Day - 5	I have taught the 7th class about how to be house at Particular places and situations	I have to come to know about mentoring in Behaviour as per	<u>Now</u>
Day - 6	I have conducted activities for 8th class students on maths	I have taught subject in off approachable manner.	<u>Now</u>

WEEKLY REPORT

WEEK - 8 (From Dt: ~~30-1-23~~ to Dt: Dt: 4-2-23)

Objective of the Activity Done:

Detailed Report:

In this entire week, I have observed about the students, their performance in studies, and their students capability. I have discussed about how to be good and become better in academic performance.

I have conducted some new activities regarding their syllabus and created an environment in which they are very active in group activities and in class too.

ACTIVITY LOG FOR THE NINTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I have checked about the 7 th class students awareness on how to live in a society	I have know so many new things that kids thinks about their place, home	<u>Now</u>
Day - 2	I have taught 6 th class students about english basics like everyday chores	I got to know about teaching new things to the students	<u>Now</u>
Day - 3	I have conducted a fun activity to the 8 th class where the students have participated very well	I have developed any communication mentoring skills very well	<u>Now</u>
Day - 4	I have helped the teachers and staff members in their respective works	I come to know about the working of teacher and staff	<u>Now</u>
Day - 5	I have taught 9 th class students about maths basis and tricks to help them further	I have learned to teach about how to solve arithmetic problems	<u>Now</u>
Day - 6	I have taught english lesson for 6 th class	I have learned to teach in practical way.	<u>Now</u>

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

In this week, I have developed my teaching skills from syllabus lessons to a practical approach which enhanced my communication skills very well.

And I have also interacted with the respected Government teachers, parents about the situations, problems, environment etc... I have also tried to teach the students so that they feel like they are in an open space.

I have also worked with teachers and staff work which made me know things that happen behind school.

ACTIVITY LOG FOR THE TENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I have taught. months lessons to the 6 th class	I have developed my teaching skills the students too are good	<u>Don</u>
Day - 2	I have conducted a game forex exploring their talent for 7 th class	I have interacted with students and helped them in their doubts	<u>Don</u>
Day - 3	I have checked about every class environ-ment, the sanitary facilities and water supply	I have dealt with 6 th class students digital way.	<u>Don</u>
Day - 4	I have interacted with students regarding their Problems in school and gave some solutions	I tried to solve students problems at a possible level	<u>Don</u>
Day - 5	I have taught 6 th class students about animals and birds	I have dealt with 6 th class students digital way	<u>Don</u>
Day - 6	I have taught 7 th class about eating etiquet-e	I have increased my communication skills.	<u>Don</u>

WEEKLY REPORT

WEEK - 10 (From Dt. 12-2-23 to Dt. 18-2-23)

Objective of the Activity Done:

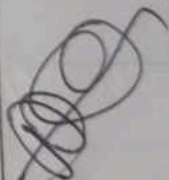
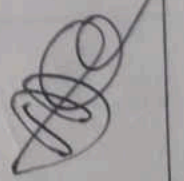
Detailed Report:

In this week, I have developed my skills such as Teachings, monitoring communication, managing and team, Participation. Skills when compared to the previous three weeks.

I have also observed about the school environment, students performance, and I have also interacted with them and gave advice and get tried to solve them, in other ways.

The students also have been well performing with good rate.

ACTIVITY LOG FOR THE ELEVENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I have taught 6th class about discipline follow in class room	I have interacted with the student -s about discipline.	
Day - 2	I have taught the 7th class students about seminar skills	I have tried to teach the students about seminar skills.	
Day - 3	I have interacted with 6th class students through digital way.	I have accessed the digital device in the school	
Day - 4	I have taught the 7th class about english lesson.	The students have learned and doing good in students	
Day - 5	I have taught the 8th class and english lesson	The students are doing well	
Day - 6	I have interacted with all students about previous status and present status.	I have know some thing in this journey.	

WEEKLY REPORT

WEEK - 11 (From Dt. 3-2-23 to Dt. 18-2-23)

Objective of the Activity Done:

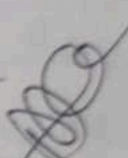
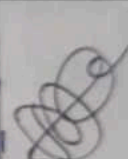
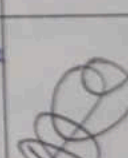
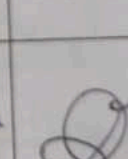
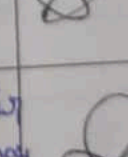
Detailed Report:

In this week, I have developed my skills such as teaching skills. I have come to know that I have learnt so many things in this journey. I have developed my communication skills, managerial skills, interactive skills, teaching skills and other skills which enhanced me very well.

I came to know few good things and also some problems which I have tried to solve and made better out of it.

I learnt about being a teacher-worker and mostly as an internal in the work place.

ACTIVITY LOG FOR THE TWELVETH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	As it is my first day I have conducted self introduction for 10 th class students	It was a great day as a teacher and it is a better experience to me.	
Day - 2	I went to 8 th class and asked some basic questions regarding maths to the students.	I have been prepared & came to know about teaching in few ways	
Day - 3	Again, I was sent to 8 th class and they are very excited to know about me	I noticed the curiosity in each and every student -ls.	
Day - 4	I went to 8 th class and taught them common letters & spellings in english	This day I came to know how to deal with children	
Day - 5	I was sent to 7 th class and made them to study english question & answer -ers	I came to know about their educational standards.	
Day - 6	I have interacted with 8 th class students through some activities	I observed their mind-set and way of behaviour & active.	

WEEKLY REPORT

WEEK - 12 (From Dt. 20-1-23 to Dt. 25-2-23)

Objective of the Activity Done:

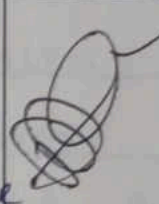
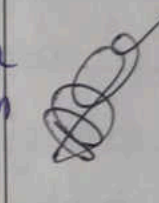
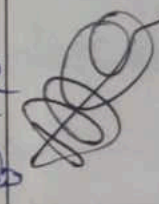
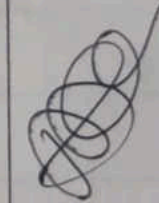
Detailed Report:

As it is the 12th week, I conducted self-introduction in each and every class to know about them.

And I also conducted some circular activities to interact with them. I have also taught them new lessons in their syllabus in understandable manner so that they can understand easily and to know about new things. And I observed they are very keen to know more about our society and I noticed their educational performance and knowledge.

Finally I noticed that some student are not active and they like the teaching in friendly manner.

ACTIVITY LOG FOR THE THIRTEENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	I went to 7th class and I have observed that some students needs to be decipline	I come to know that how to cont-rol students to be in decipline	
Day -2	I went to 9th calass and asked them about their gole goals which was well interactive	I noticed about their life. stay by goals and their Problems.	
Day -3	I taught 6th class, a Telugu lesson in my won way of teaching	I have ruade them to read the lesson in their own mother tounge	
Day -4	I have sent to 7th class and made to about moral stories with action.	I learned how to communicatie and management with every students	
Day -5	I have toight' the 6th class students about how behave at particul-ar bases and sistuatio-nis.	I come to know about mentoring in behaviour as -Pector.	
Day -6	I have conducted some sistivities to 8th class students regarding their subjects.	I Learned how to teach ina appropriate ma-nner	

WEEKLY REPORT

WEEK - 13 (From Dt. 18-2-23 to Dt. 4-3-23)

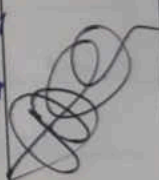
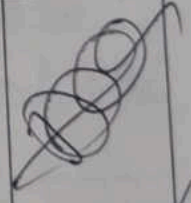
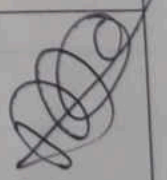
Objective of the Activity Done:

Detailed Report:

In this whole week, I have observed the students about their performance in studies and their capabilities too. I have discussed with them about how to study and manage ~~they~~ their academic performance.

I have conducted some new activities regarding their syllabus and created an environment in which they are very active in group discussions and in class too.

ACTIVITY LOG FOR THE FOURTEENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I have checked 8th class students about answers on how to live in a society	I observed many things. that how kids think about their home town.	
Day - 2	I have taught 9th class students about english basics like parts of speech.	I can come to learn about teaching how thing to the student	
Day - 3	I have conducted a survey activity to the 9th class where the students have participated	I have developed my communication skills through this program	
Day - 4	I have helped the teachers and other staff members in their respective works	I learned team work with other teachers.	
Day - 5	I have taught 8th class about maths tricks which will help them further.	I noticed how they are dealing with common problems.	
Day - 6	I have taught 9th class telugu lesson	I came to know how to teach in easy way	

WEEKLY REPORT

WEEK - 14 (From Dt. 6-3-23 to Dt. 11-3-23.)

Objective of the Activity Done:

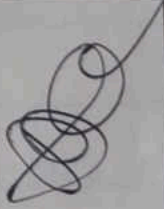
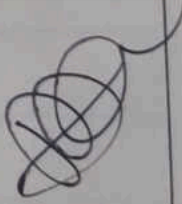
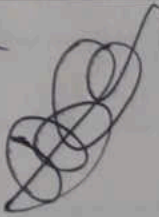
Detailed Report:

In this week, I have developed my teaching skills, while teaching them in a practical approach which enhanced my communication skills very well.

And I have also interacted with the respected government teachers, parents about the system, situations, problems etc. I also tried to teach the students so that they feel like they are in an open space.

I have also worked with teachers and other staff members which made me to know about how things that happens behind School's the screen.

ACTIVITY LOG FOR THE FIFTEENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I have taught math lesson and problemat-ic scenes to 7th & 8th class	I developed my teaching skills & the students are also good	
Day - 2	I have conducted game-s to know about their other talents 8th class	I have interacted with students & helped them in clearing their	
Day - 3	I have interacted with students regarding their problems in school & about government	I tried to solve their problem by informing to the management	
Day - 4	I have checked about every class environment sanitation and water facilities	I noticed few problems in school.	
Day - 5	I have taught 6th class students about birds, animals, fruits and flowers.	All the students are reached very well	
Day - 6	I have taught 7th class students about eating in etiquettes	I have increased all my skills.	

WEEKLY REPORT

WEEK - 15 (From Dt. 3-13-23 to Dt. 18-3-23.)

Objective of the Activity Done:

Detailed Report:

In this week, I have developed my skills such as teaching, mentoring, communicating, managing and team work, active participation when compared to the previous weeks.

I have also observed about the school environment, students performance, and all the surroundings and I also interacted with them and gave them advices and tried to solve them in other ways.

The students also have been performing very well in all activities.

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.)

Interning work Government is one of the aspects of Interns quality addressed in this report. The people of M.C.H School Hudco colony are good and very meet interacted we were given a desk for our work with basic things like chalk pieces and duster etc... our role is to whance the students, observe them and any other negative Analyse all activities by students and staffs our timings are from 9:00 Am to 4:00 p.m.

The headmaster and the teacher are very polite and humble to me the student are very friendly and interactive with made me socialize with them very easily. The other interns ~~very~~ were also very co-oprative in work.

we as the interns as a team are very active and focused on the work. we were also given space for process which made our "Internship" very useful as.

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

There are many technical skills I have acquired from this "Internship"

I have come to know about how to put my knowledge and skills in to practise such as mentoring. I learned how to communicate and build relationship with people I worked. I learned that every department or organizations has its own culture I quickly learned that every company has its essential to be enthusiastic and open to learn new skills I learned that its very important to communicate with teachers, and headmaster if at all I have any doubts,

Asking and receiving feedback is very important It is essential to take note of the positive and negative points for them. I learned that sometimes asking feedback or receiving feedback is difficult to hear, but it will have a significant impact on our careers and success.

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.

There are also some managerial skills I have acquired from this "Internship"

I learned how to deal with people effectively. developing managerial skills is important to all professions as a team. we planned about scheduling with respect to time and we all acted as a leaders for every week. we arranged our workplace culture for productive use of time.

we have kept notes for observing every improvement throughout the week. we all discussed about all pro's and con's in our working style we all have kept our goals for this journey. we also have developed our decision making skills which are very essential for further.

As per the final day we have found that our performance is upgraded.

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.,)

we have improved our communication skills a lot in this internship at M.C.H school. Hudco colony Balaga, Srikakulam.

As we have been interacting with each student. we have improved our communication skills as we are assigned to class rooms of first day we felt some tensed but now we are confident while communicating or conversing with others.

we also came to know that how to understand other people. we also improved our speaking skills from prepared level to extempore level. we developed ourselves. from a student to an intern. we have also developed few teaching skills in a way. which made students to tell better.

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

Team work is one of the most important skill which is very useful in very workplace.

We the interns of M.C.H school Hudo Colony, Balaga, Sri Kalkulam formed as a team to enhance and improve our work in an efficient way firstly we have no familiarity with each other.

Gradually it took some time and we become a supportive team.

every week. one of us will lead the team to took leadership we also discussed with each other about our work and performance. working as a team members and also a leader made me know about how to work as a team member, and our role in team, the way has to interact and co-operate and how to manage unity in every activity. This internship gave a fruitful experience and knowledge about team work.

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

The Government has taken a big leap in implementing technology in education system to amplify digital transformation of schools.

The M.C.H. Balaga School of Srikakulam Hudco colony were devices in their Proceeding.

The Headmaster. updated the information of school through smart ~~phones~~ phones. They scan faces of the students for checking and updating this attendance every day. Not only for students but also for other staff members now its a biometric system for their attendance.

There is also a Smart tv which can used for teaching primary classes in a practical way through digital literacy when compared to previous systems is every student we have also used the technological devices for our task related to internship to improve digital literacy in school. even when the students are ~~leaving~~ leaving from school, it is also recorded under headmaster vision and also documented.



Student Name:	S. Tejaswaga Rao	Registration No:	2022001067076
Term of Internship:	From: 17-12-22 To: 18-3-23		
Date of Evaluation:			
Organization Name & Address:	M.C.H School, Haidco. colony, Balaga, Srikakulam.		
Name & Address of the Supervisor with Mobile Number	A.V. Murali Krishna 9441279274		

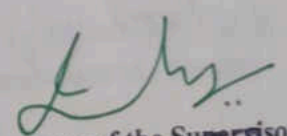
Please rate the student's performance in the following areas:

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
HEAD MASTER
Municipal Corporation High School
BALAGA, Srikakulam.

Student Self Evaluation of the Short-Term Internship

Student Name: S. Tejeywara Rao

Registration No: 2022001067076

Term of Internship: 4 months From: 17-12-22 To: 18-3-23

Date of Evaluation:

Organization Name & Address: M.C.H. School, Hcdco colony, Balaga
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

S. Tejeywara Rao
Signature of the Student

Date:

Evaluation by the Supervisor of the Intern Organization

