

Model Program Book



SHORT-TERM INTERNSHIP (On-Site/Virtual)

Designed & Developed by



**ANDHRA PRADESH
STATE COUNCIL OF HIGHER EDUCATION**

(A STATUTORY BODY OF GOVERNMENT OF ANDHRA PRADESH)

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

Name of the Student: *Sunil kumar Panigrahi*

Name of the College: *Government Degree College [Men].*

Registration Number: *2122001052048*

Period of Internship: From *18/8/2023* To *30/9/2023*

Name & Address of the Intern Organization: *M.P.P. School Boddavalasa,
I.N. Peta*

DR. B. R. AMBEDKAR University
2023 YEAR

An Internship Report on

(Title of the Internship)

Submitted in accordance with the requirement for the degree of
B.Sc (MPC)

Under the Faculty Guideship of

Dr. R. Ravishankar

(Name of the Faculty Guide)

Department of

Government Degree college [MEN],

(Name of the College)

Submitted by:

Sunil Kumar Panigrahi

(Name of the Student)

Reg.No: 21220010 52048

Department of CHEMISTRY,

Government Degree college [MEN],

(Name of the College)

Instructions to Students

Please read the detailed Guidelines on Internship hosted on the website of AP State Council of Higher Education <https://apsche.ap.gov.in>

1. It is mandatory for all the students to complete 2 months (180 hours) of short-term internship either physically or virtually.
2. Every student should identify the organization for internship in consultation with the College Principal/ the authorized person nominated by the Principal.
3. Report to the intern organization as per the schedule given by the College. You must make your own arrangements for transportation to reach the organization.
4. You should maintain punctuality in attending the internship. Daily attendance is compulsory.
5. You are expected to learn about the organization, policies, procedures, and processes by interacting with the people working in the organization and by consulting the supervisor attached to the interns.
6. While you are attending the internship, follow the rules and regulations of the intern organization.
7. While in the intern organization, always wear your College Identity Card.
8. If your College has a prescribed dress as uniform, wear the uniform daily, as you attend to your assigned duties.
9. You will be assigned a Faculty Guide from your College. He/She will be creating a WhatsApp group with your fellow interns. Post your daily activity done and/or any difficulty you encounter during the internship.
10. Identify five or more learning objectives in consultation with your Faculty Guide. These learning objectives can address:
 - a. Data and Information you are expected to collect about the organization and/or industry.
 - b. Job Skills you are expected to acquire.
 - c. Development of professional competencies that lead to future career success.
11. Practice professional communication skills with team members, co-interns, and your supervisor. This includes expressing thoughts and ideas effectively through oral, written, and non-verbal communication, and utilizing listening skills.
12. Be aware of the communication culture in your work environment. Follow up and communicate regularly with your supervisor to provide updates on your progress with work assignments.

13. Never be hesitant to ask questions to make sure you fully understand what you need to do your work and to contribute to the organization.
14. Be regular in filling up your Program Book. It shall be filled up in your own handwriting. Add additional sheets wherever necessary.
15. At the end of internship, you shall be evaluated by your Supervisor of the intern organization.
16. There shall also be evaluation at the end of the internship by the Faculty Guide and the Principal.
17. Do not meddle with the instruments/equipment you work with.
18. Ensure that you do not cause any disturbance to the regular activities of the intern organization.
19. Be cordial but not too intimate with the employees of the intern organization and your fellow interns.
20. You should understand that during the internship programme, you are the ambassador of your College, and your behavior during the internship programme is of utmost importance.
21. If you are involved in any discipline related issues, you will be withdrawn from the internship programme immediately and disciplinary action shall be initiated.
22. Do not forget to keep up your family pride and prestige of your College.

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Student's Declaration

I, Sunil Kumar Panigrahi a student of GDC (Meng) Srikakulam
Program, Reg. No. 2122001052048 of the Department of B.Sc Govt. Degree
College do hereby declare that I have completed the mandatory internship
from 18/8/2023 to 30/9/2023 in MPP School, Boddaulora (Name of
the intern organization) under the Faculty Guideship of
Sri B. Ravishankar (Name of the Faculty Guide), Department of
BSc [MPC], Govt. Degree College
(Name of the College)

Sunil Kumar Panigrahi
(Signature and Date)

Official Certification

This is to certify that Sunil Kumar Panigrahi (Name of the student) Reg. No. 2122001052048 has completed his/her Internship in MPP School, Boddavalasa (Name of the Intern Organization) on Short term internship (Title of the Internship) under my supervision as a part of partial fulfillment of the requirement for the Degree of B.Sc [MPC] in the Department of Govt. Degree College (Name of the College).

This is accepted for evaluation.

(Signatory with Date and Seal)

Endorsements

Faculty Guide

Head of the Department

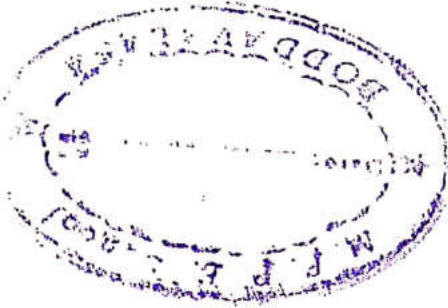
Lecturer in charge
Dept. of Mathematics
Govt. Degree College (Men)
SRIKAKULAM

Principal

Certificate from Intern Organization

This is to certify that Sunil Kumar Panigrahi (Name of the intern)
Reg. No 2122001052018 of Gout. Degree College (Name of the
College) underwent internship in MPP School (Boddavalasa). (Name of the
Intern Organization) from 18/8/2023 to 30/9/2023

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



R. Ganesh Kumar
Authorized Signatory with Date and Seal
HEAD MASTER
M.P.P. School, Boddavalasa
L.N.Peta Mdl, Srikakulam Dist.

Acknowledgements

9:00 to 9:30 (Prayer).

9:30 to 12:00 PM.

Subject: Telugu:

Lesson: Podupu - vidupu

5 girls and 1 boy attend in my class.

Report: 3rd class students are good response in my class. But 1 or 2 members are doesn't active my class. Remaining students are respond very well.

Maths:

5 girls and 1 boy attend in my class. I explain addition of multiple numbers in my class all students are respond very well.

Report:

Whole class is good response. Some problems are

Home work give to students.

12:00 to 1:00 P.M. (Lunch break).

1:00 PM to 4:00 P.M.

Sub Telugu lesson:- Padma Ratna.

5 girls and one boy attend in my class.

→ All students are read tables.

→ 4:00 PM (Students are stand to pledge) National Anthem. School dispers.

Contents

1. Introduction,
2. overview on organization,
3. Activity log.
4. working Process.
5. observation.
6. Conclusion.
7. Photos.
8. Improvements,

CHAPTER 1: EXECUTIVE SUMMARY

The internship report shall have only a one-page executive summary. It shall include five or more Learning Objectives and Outcomes achieved, a brief description of the sector of business and intern organization and summary of all the activities done by the intern during the period.

Learning objectives:-

- * I teach the lesson all students in my class.
- * I teach the lessons and how to write work book of explain all students.
- * The head master how to explain lessons and how to interact with students to explain to me.
- * In my internship training I explain and Conduct Games and so many spend with childrens. Out Comes.

Out Comes:

- * All classes students are good response in MPPS Boddawalasa. total strength is 22 students.
- * I myself, I explain lessons are good and also students are good respond.
- * How to execute the lessons, discipline and Communication skills.

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.

1. Introduction :-

In MPP School Boddavalasa, staff 1 Head master,
In lunch time 1 women serve to food all the
students.

2. Introduction, vision mission :-

This mission only 2 months.

How to teach us Communication skills, doing activities.

I choose this school some reasons are there

school surroundings good facility and good students.

3. Role & Personality :-

Teach the lessons, writing the work book notes in the
school and may school students.

* I teach the lesson all students are silent in my
classroom.

- * Both profit and loss of students joining a school.
- * Now a days Parents are can't joining his childrens in Govt. school. because teaching skills is nice in Govt. school teacher.

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 M.P.P. School Beddavalasa L.N.Peta on first day. Going to school prayer national anthem, pledge in prayer time. In prayer time all students are very discipline. The school Headmaster doing the activities with me and other intern students also attend the activities.

In classroom i teach the lesson all students are listen silently and very Carefully. I Conduct the exams with all students and students are silently writing exam. After exam i give the papers and correction the papers. Childrens teaches day celebration September 5th.

- * Musical choir, dance, essay writing, Quiz Conduct. These games in teachers day celebration.
- * All games are playing to studying very well.
- * Some teams are won games 1st and 2nd respectively some teams are, doesn't won games but well played.
- * Sir give the prizes in all win the students and other cultural activities are conducted in my intern school.
- * In September 5th 2023. It very good day in my life.

ACTIVITY LOG FOR THE FIRST WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	Teaching the lesson to students in classroom.	I teach the lesson students are silently listening & responding.	K. Ganesha
Day -2	Teaching the lesson to students in classroom.	I teach the lesson students are silently listening	K. Ganesha
Day -3	Teaching the lesson to students in classroom.	adding multiple numbers and all students are good respond.	K. Ganesha
Day -4	I am writing the work books of 4 th class students and 3 rd class students.	3 rd , 4 th class students work books are clear and good writing.	K. Ganesha
Day -5	prepare the all students for examination. I am invigilator of 3 rd class.	All students are write exams normal.	K. Ganesha
Day -6	Prepare the all students for examination. Conduct the examination.	All students are write the exams as well.	K. Ganesha

WEEKLY REPORT

WEEK - 1 (From Dt..... to Dt.....)

Objective of the Activity Done:

Detailed Report:

I preparing the examinations of all students in first day.

- 1) prepare the telugu exam of students in 4th class. All students are attend in the class. All students are form a line and silently exam is writing.
- 2) In second day i Conduct the examination of 3rd class. I am the inviligator of 3rd class. All students are attend the examination. All students are form a line and silently writing the exam and exam is binish all students Papers are collect by me. Similarly remaining 3 days Conducted the exams as well all students are sitting the examination places and silently writing.
- 3) Finish the exams, I teach the lesson with the students.

Report: All students good writing the exams well. The learning outcome Control the students and H.M. sir some activities and Correction the question Paper. All students are gain good marks and next day i explain highest wrong answer of the class, that question explain to students in my class.

ACTIVITY LOG FOR THE SECOND WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	Teaching the lessons to students in 4 th class.	I teach the lessons, In the same time students raise doubts.	K. Ganesha K
Day -2	Teaching the lesson to in 3 rd class	In the class all students are good response and reading good.	K. Ganesha K
Day -3	Teaching the lessons to students in 2 nd class.	Reading and writing all students very well.	K. Ganesha K
Day -4	Teaching the numbers and A, B, C, D, - - - - - Z.	All students reading well.	K. Ganesha K
Day -5	Conduct the normal dictation of 3 rd class students.	All students are reading average.	K. Ganesha K
Day -6	Teaching the sum of maths in 4 th class	I am teaching the lesson to students & all students H.W.	K. Ganesha K

WEEKLY REPORT

WEEK - 2 (From Dt..... to Dt.....)

Objective of the Activity Done:

Detailed Report:

- Teaching lessons in this week (I, II, III, IV, V) classes.
- 1) I teach the lessons in 3rd class. in the morning three sums are explain to the all students of 3rd class. The students are respond well.
 - 2) In second day i teach the lesson in IVth class in morning (10:30 - 11:30) all students are good response. Total class attend my class.
 - 3) In third day i explain how to interact with other person some Communication skills explain with us.
 - 4) In fourth day. I teach lesson in 4th class four students are active and other students are normal.
 - 5) In fifth day Saturday morning teaching the maths multiplication of two, ten members how to multiply the numbers students are listening Carefully.
 - 6) In sixth day. I explain padya Ratnaku in telugu Poem of third class students.
 - 7) In seventh day I teaches lesson in 5th class.

Report: The Head Master gives Exam Papers. I Correction the answer Papers.

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 about the 5 th class students awareness on how to live in society.	I have known so many things that kids think about their place.	K. Corneh K
Day - 2	I have taught 4 th class students about english basics like every day chores.	I got know about teaching new things to the students.	K. Corneh K
Day - 3	I have Conducted a bew activity to the 2 nd class where all the students very well.	I have developed my communication skills very well.	K. Corneh K
Day - 4	I have helped the matter in their respectively works,	I Come to know about the working the teachers.	K. Corneh K
Day - 5	I have taught 5 th class students about maths basics and tries to help them further.	I have learned to teach about how to solve arithmetic problems.	K. Corneh K
Day - 6	I have taught E.V.S. lesson for 4 th class in a practical way.	I have learnt to teach in practical way.	K. Corneh K

WEEKLY REPORT

WEEK - 3 (From Dt..... to Dt.....)

Objective of the Activity Done:

Detailed Report:

In this week. I 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 situations, problems, environment etc---, I have also tried to teach the students so that they feel like they are in a open space.

I have also worked with teachers and staffs work which made to me know thing that happens ~~at~~ behind school.

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 chapters to the 3 rd and 4 th class.	I have developed my teaching skills the students two are good.	K. Ganesh K
Day - 2	I have conducted a game for expering their talent for 5 th class.	I have interacted with students and helped them in their doubts.	K. Ganesh K
Day - 3	I have cheked about every class environment the facilities and water supply	I have to come to know about bew problem in school.	K. Ganesh K
Day - 4	I have interacted with students regarding their problems in school and gave some solution.	I tried to solve students problems at possible level.	K. Ganesh K
Day - 5	I have taught 1 st class students about animals and birds.	I have deal with 1 st class students digital way.	K. Ganesh K
Day - 6	I have third class about editing etianette.	I have increased my Communication skills.	K. Ganesh K

WEEKLY REPORT

WEEK - 4 (From Dt..... to Dt.....)

Objective of the Activity Done:

Detailed Report:

In this week. I have developed my skills as teaching, measuring, communication, managing and participation skills when compared to these weeks.

I have also observed about 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 FIFTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I have taught 4 th class about discipline followed in class room.	I have interacted with the students about disciplency.	K. Laxmi
Day - 2	Vinayak Chavithi Holiday.	—	—
Day - 3	I have interacted with 1 st class students through digital way.	I have accessed the digital device in the school.	K. Laxmi
Day - 4	I have taught the 2 nd class about english lessons.	The students have learned and doing good in students.	K. Laxmi
Day - 5	I have taught the 3 rd class about E.V.S. lesson.	The students are doing well.	K. Laxmi
Day - 6	I have interacted with all students about previous status.	I have known so many things in this journey.	K. Laxmi

WEEKLY REPORT

WEEK - 5 (From Dt..... to Dt.....)

Objective of the Activity Done:

Detailed Report:

Teaching lessons in this week (I, II, III, IV, V) classes.

- 1) I teach the lessons in 3rd class. In the morning three sums are explain to the all students of 3rd class. The students are respond well.
- 2) In second day. I teach the lesson in IVth class in morning (10:30 to 11:30) all students are good response. Total class are attend my class.
- 3) In third day. I explain how to interact with other person some Communication skills explain with us.
- 4) In fourth day. I teach lesson in 4th class four students are active and other students are normal.
- 5) In fifth day Saturday morning I teach maths in all Vth class students. They are respond well.
- 6) In sixth day. I explain Padhya ratnalu in telugu poem of IIIrd class, students.
- 7) In seventh day I teaches lesson in Vth class students.

Report: Students are respond well But some students doesn't response.

ACTIVITY LOG FOR THE SIXTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I have taught 4 th class about discipline followed in class room.	I have interact with the students about discipleny.	K. Ganesh K
Day - 2	I have taught 3 rd class in telugu lesson	The students are doing well.	K. Ganesh K
Day - 3	I have interacted with 1 st class students through digital way.	I have accessed the digital device in the school.	K. Ganesh K
Day - 4	I have taught the 2 nd class about English lessons.	The students are learned and doing good in students.	K. Ganesh K
Day - 5	I have taught the 3 rd class about E.V.S. lesson.	The students are doing well.	K. Ganesh K
Day - 6	I have interacted with all students about previous status.	I have known so many things in this journey.	K. Ganesh K

WEEKLY REPORT

WEEK - 6 (From Dt..... to Dt.....)

Objective of the Activity Done:

Detailed Report:

As per the week, 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 learn about being a teacher worker and easily as an intern in the work space.

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.)

Interns work environment is one of the aspects of interns quality addressed in this report. The people at M.P.P.S. Boddavalasa school were a good interactive staff. We were given a desk for our work and with basic things like chalk pieces our role is to enhance the students. observe them and stop our things are from 9:00 A.M to 12:00 P.M. (Morning to afternoon).

The Headmaster and the workers are very polite and humble to me. The students are very friendly and interactive, which made me socialize with them very early. The other interns were also very cooperative in work, we the interns as a team very well very active and focused in the work. We were also given spaces for spaces our process which made our internship very useful for 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 this internship.

I have know about how is my knowledge and skills' are practice such as measuring, we the interns of MPP Boddawalasa L.N.Peta formed as a team to enhance and improve our work is an efficient way.

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

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.

These are also some managerial skills I have acquired from this internship.

I learned how to objectively deal with people. Developing managerial skills is important to all professionals. As a team we planned about scheduling with respect to time and we all acted as a leader. For every week we arranged our work place culture for productive use of time.

We have kept notes for observing everyone. Improvement weekly wise we will discuss about all pros and cons in our working style. We all have kept our goals to this journey. We also have developed our decision making skills which are very essential in further as per the final day we have discovered about our performance.

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 in this internship at M.P.P.S Boddavalasa, L.N. Peta.

As we have interacting with each other students we have improved our oral communication, written communication as we are assigned to class rooms, at first day we many feel there but now we are confident while communication conversation understanding others.

We also come to getting understand by others we improved our speech skills from prepared level to compare level we have also developed new teaching skills in our way which made students 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 sought after skills in the work place.

We the interns of M.P.P.S Boddawalasa, L.N.Peta formed as a team to enhance and improve our work is an efficient way.

Firstly as we have no similarity with each other gradually it took time and we have also became a supportive team. Every week, one of us we lead the team to take leadership we have discussed with each other about work performance.

Working as a team member and also as a leader made me known about how to work as a team member its role in the team and responsibilities as a leader i have lead the team in my way to interactive Cooperative and manage them as a unity in every activity it gave me 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 digital transformations of school the Boddavalasa M.P.P. School of L.N.Peta uses devices in the procedure.

The Headmaster updates the information of school through smart phone they scan face of the students for checking every teacher and headmaster of schoolmate their attendance through face scan method.

There is a smart TV, which can be used for teaching practicing the primary students more than academic syllabus in English medium when compared to previous systems that are followed in government school now the present system followed by our school is very enhanced upgraded enriched in every stance we have also used the technological devices for our task related to internship.

Even when the students are leaving for school it is also recorded under headmaster vision and is documented.

Student Self Evaluation of the Short-Term Internship

Student Name: Sunil kumar Panigrahi	Registration No: 2122001052048
Term of Internship: From: 18/8/2023	To: 30/9/2023
Date of Evaluation:	
Organization Name & Address: M.P.P. School Boddawalasa, L.N. Peta.	

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:

Sunil kumar Panigrahi
Signature of the Student

Evaluation by the Supervisor of the Intern Organization

Student Name: <u>Sunil Kumar Panigrahi</u>	Registration No: <u>2122001052048</u>
Term of Internship: From: <u>18/8/2023</u>	To: <u>30/9/2023</u>
Date of Evaluation:	
Organization Name & Address: <u>MPP School Boddavalasa, L.N.Peta,</u>	
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



Page No: _____

Signature of the Supervisor
 HEAD MASTER
 M.P.P. School, Boddavalasa
 L.N.Peta Mdl, Srikakulam Dist.

EVALUATION

Internal Evaluation for Short Term Internship (On-site/Virtual)

Objectives:

- To integrate theory and practice.
- To learn to appreciate work and its function towards the future.
- To develop work habits and attitudes necessary for job success.
- To develop communication, interpersonal and other critical skills in the future job.
- To acquire additional skills required for the world of work.

Assessment Model:

- There shall only be internal evaluation.
- The Faculty Guide assigned is in-charge of the learning activities of the students and for the comprehensive and continuous assessment of the students.
- The assessment is to be conducted for 100 marks.
- The number of credits assigned is 4. Later the marks shall be converted into grades and grade points to include finally in the SGPA and CGPA.
- The weightings shall be:
 - Activity Log 25 marks
 - Internship Evaluation 50marks
 - Oral Presentation 25 marks
- Activity Log is the record of the day-to-day activities. The Activity Log is assessed on an individual basis, thus allowing for individual members within groups to be assessed this way. The assessment will take into consideration the individual student's involvement in the assigned work.
- While evaluating the student's Activity Log, the following shall be considered –
 - a. The individual student's effort and commitment.
 - b. The originality and quality of the work produced by the individual student.
 - c. The student's integration and co-operation with the work assigned.
 - d. The completeness of the Activity Log.
- The Internship Evaluation shall include the following components and based on Weekly Reports and Outcomes Description
 - a. Description of the Work Environment.

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

MARKS STATEMENT
(To be used by the Examiners)

INTERNAL ASSESSMENT STATEMENT

Name Of the Student: *Sanil Kumar Panigrahi*

Programme of Study: *Fuctioning of MPP School.*

Year of Study: *2023*

Group: *BSc (MPC)*

Register No/H.T. No: *2122001052048*

Name of the College: *Government Degree College [MEN] Srikakulam*

University: *Dr. B.R. AMBEDKAR UNIVERSITY,*

SLNo	Evaluation Criterion	Maximum Marks	Marks Awarded
1.	Activity Log	25	
2.	Internship Evaluation	50	
3.	Oral Presentation	25	
	GRAND TOTAL	100	

Date:

Signature of the Faculty Guide

Certified by

Date:

Signature of the Head of the Department/Principal

Seal:



ANDHRA PRADESH STATE COUNCIL OF HIGHER EDUCATION

(A Statutory Body of the Government of Andhra Pradesh)

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