

GOVERNMENT DEGREE COLLEGE (MEN)

SRIKAKULAM.



2023

Semester Internship (Long Term)

Area of Internship: M. R. P. School

Village : MILLUMADA

Mandal: Bhamini

District: SRIKAKULAM.

Faculty Guide

Dr.D.PYDITALLI

Lecturer in Economics

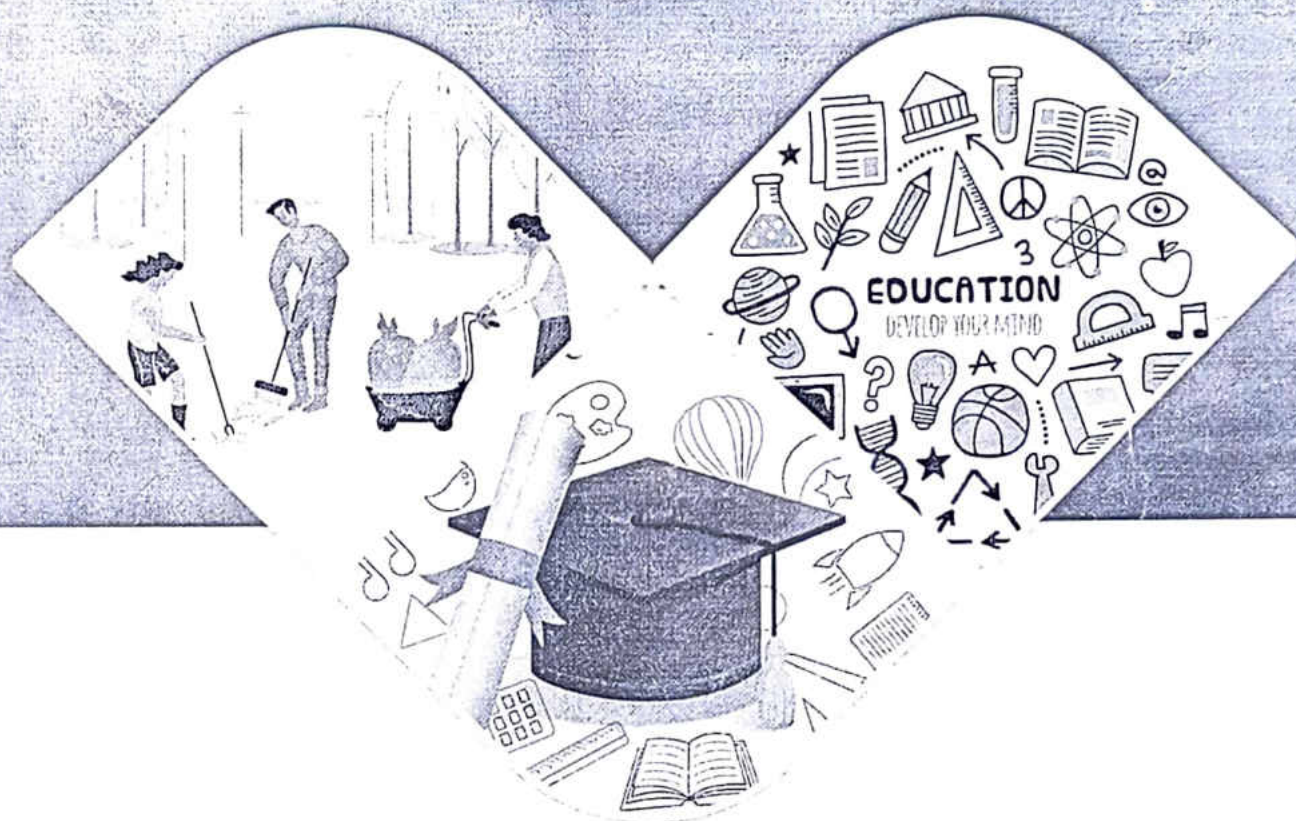
Submitted by

Name: K UDAY KIRAN

Group: 3rd BA (HEP)

Hall Ticket No.: 2022001036026

Model Program Book



SEMESTER INTERNSHIP

Designed & Developed by



**ANDHRA PRADESH
STATE COUNCIL OF HIGHER EDUCATION**

(A STATUTORY BODY OF GOVERNMENT OF ANDHRA PRADESH)

An Internship Report on

Education Department

Submitted in accordance with the requirement for the degree of

BA HEP

Under the Faculty Guideship of

Sri. Pyditalli MA, PGDCA, T.T.C

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

Submitted by:

K. Uday kiran

Reg.No: 2022001036026

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

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 Semester internship either in V Semester or in VI Semester.
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, **Kovvada Uday Kiran** a student of internship Programme, **Reg.No:** 2022001036026 of the Department of **BA HEP**. Government College (Men), Srikakulam College do hereby declare that I have completed the mandatory internship from **17-12-2022** to **18-03-2023** in Education Department under the Faculty Guide, Pyditalli. Department of BA HEP Government Degree College (Men), Srikakulam.

k. Uday Kiran
Reg.No: 2022001036026

Student's Declaration

I, _____ a student of _____
Program, Reg. No. _____ of the Department of _____
College do hereby declare that I have completed the mandatory internship
from _____ to _____ in _____ (Name of
the intern organization) under the Faculty Guideship of
_____ (Name of the Faculty Guide), Department of

(Name of the College)

(Signature and Date)

Official Certification

This is to certify that **K. Uday Kiran** Reg. No: **2022001036026** has completed his Internship in **M.P.P.S School Billamada** on **Education** under my supervision as a part of partial fulfillment of the requirement for the Degree of BA HEP in the Department of Government Degree college (Men), SRIKAKULAM.

This is accepted for evaluation.

P. Jimpathin
(Signatory with Date and Seal)
Head Master
M.P.P.S. BILLUMADA
Bhamini (M) Skim (D)

Endorsements


Faculty Guide

Head of the Department




Principal
PRINCIPAL
Govt. Degree College (Men)
SRIKAKULAM

Official Certification

This is to certify that **K. Uday Kiran** Reg. No: **2022001036026** has completed his Internship in **M.P.P.S School Billamada** on **Education** under my supervision as a part of partial fulfillment of the requirement for the Degree of BA HEP in the Department of Government Degree college (Men), SRIKAKULAM.

This is accepted for evaluation.

P. Laxminarayana
(Signatory with Date and Seal)
Head Master
M.P.P.S. BILLUMADA
Bhamini (M) Skm (DL)

Endorsements

Faculty Guide

Head of the Department

Principal

Certificate from Intern Organization

This is to certify that **Kovvada Uday Kiran** Reg. No. **2022001036026** of Government Degree college (Men), Srikakulam underwent internship in Education Department (Billamada village) from **17-12-2022** to **18-03-2023**.

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

P. Jeyapathi
Authorized Head Master with Date and Seal
M P P S BILLAMADA
Bhamini (M) Skm. (DL)

ACKNOWLEDGEMENTS

I have taken efforts in this project. However, it would not have been possible without the kind support and help of many individuals and organizations. I would like to extend my sincere thanks to all of them.

I am highly indebted to **Dr.D.Pyditalli**, Lecturer in Economics for his guidance and constant supervision as well as for providing necessary information regarding the project & also for his support in completing the project.

I express my sincere thanks to **Sri Ch.Rama Murthy**, Lecturer in Economics for his guidance and support in completing the project.

I am also great full to our principal madam **Dr.P.Surekha** and other teaching & non-teaching staff for their support for completing the project.

I would like to express my special gratitude and thanks to **village households** for giving me such attention and time.

I would like to express my gratitude towards my **parents, siblings, friends & members of village secretariat** for their kind co-operation and encouragement which help me in completion of this project.

My thanks and appreciations also go to my **fellow students** in developing the project.

Acknowledgements

This school internship report is the result of an ~~and~~ a way four months. It would not have been possible without the participation assistance of numerous brave and courageous people along the way. This I have to thank. them all.

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

I am indebted to my college teachers and the principle for their vision, encouragement and enduring togetherness interest in the internship.

I extended my gratitude to my classmates and specially to our group members with whom I started our my dark days together we started our academic and social problems.

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 education I visited the place is M.P.R. School of Mhullmaday Maniyam. I choose education department to know the current status of the education and difference from past few years. I spent a day with idren and I learn and observed many things.

The interuduction is very friendly and very slucible through this intewship I know that there are ve other decided areag. which has to be improved I teracted with the children and let them to know their problems and what thy are facing through.

I thought same persons to them and

I gave few suggestions to improve them
which should be clear by government.

There were me other decided errors which
has to be improved.

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 MPP School of Bihamada, Bhamini.

Manayon. street Education. department. plays an important note in every sector. I served many things in school that the children are yond lack of knowledge my interaction with students very friendly and more valuetde I spent nearly 18 hours with that children and I got to know that students are 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 MPP school of Billamada.

Bhamini 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. Give 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 1st and 2nd class students.	It was a great day as a teacher and it is a better experience to me.	P. Jimpattin
Day - 2	I went to 2nd class and asked some basic questions regarding maths to the students.	I have been prepared and came to know about teaching new ways.	P. Jimpattin
Day - 3	Again, I was sent to 1st class and they are very excited to know about me.	I noticed the curiosity in each and every student.	P. Jimpattin
Day - 4	I went to 2nd class and taught them common English & spellings in English.	This day I about their educational children.	P. Jimpattin
Day - 5	I was sent to 2nd class and made them to study English & question answers.	I came to know about their educational standards.	P. Jimpattin
Day - 6	I have interacted with 1st class students some activities.	I do served their mind-set and way of behaviour active participation.	P. Jimpattin

WEEKLY REPORT

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

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 society 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 1 st 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.	P. Jimpalliw
Day - 2	I went to 2nd class and asked them about their goals which was well interactive.	I noticed about their life styles, goals, and their problems.	P. Jimpalliw
Day - 3	I taught 2nd class, a Telugu lesson in my own way of teaching	I have made them to read the lesson in their own mother tongue.	P. Jimpalliw
Day - 4	I have sent to 2nd class and made to learn about rhymes, and moral stories with action.	I learned how to communicate and management with every student.	P. Jimpalliw
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.	P. Jimpalliw
Day - 6	I have conducted some activities to 1 st class students. regarding this subjects.	I learned how to teach in a appropriate manner.	P. Jimpalliw

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

In this wotive week, I have observed the students about their performance in studies and their capabilities. too I have discusse.d with them about how to study and manage 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 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 2nd class students about awareness on how to live in a society.	I observed many things that how kids think about their home town.	P. Jimpathin
Day - 2	I have taught 1st class students about English basics like parts of speech.	I came to know about teaching new things to the students.	P. Jimpathin
Day - 3	I have conducted a fun activity to the 2nd class where are the students.	I have developed my communication skills through this.	P. Jimpathin
Day - 4	I have helped the teachers and other staff members in their respective works.	I noticed to work with other teachers.	P. Jimpathin
Day - 5	I have taught 1st class about math tricks which will help them.	I noticed how to work with other teachers.	P. Jimpathin
Day - 6	I have taught EVS lesson in a practical manner.	I came to know how to teach in easy way.	P. Jimpathin

WEEKLY REPORT

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

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.

Aoal 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 a open space.

I have also worked with teachers and other staff member which made me to know about how things that happens 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 1 st & 2 nd class.	I developed my teaching skill & the students are also good.	P. Jimpattin
Day - 2	I have conducted games to know about their other talents for 1 st class.	I have interacted with students & helped them in doing their in.	P. Jimpattin
Day - 3	I have checked about every class environment sanitary, and water facilities	I noticed few problems in school.	P. Jimpattin
Day - 4	I have interacted with students regarding their problem in school about government schemes.	I tried to solve their problem by informing to the management.	P. Jimpattin
Day - 5	I have taught 1 st class students about birds, animals, fruits and flowers.	All the students are reacted very well.	P. Jimpattin
Day - 6	I have taught 2 nd class students about eating in etiquette	I have increased all my skills.	P. Jimpattin

WEEKLY REPORT

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

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 2 nd class about discipline to be followed in class room.	I have interacted with the students about disciplinary actions.	P. Jyothilaxmi
Day - 2	I have taught the 1 st class students about way of expressing.	I have tried to teach the students about the seminar skills.	P. Jyothilaxmi
Day - 3	I have interacted with 1 st class students through digital way.	I have assessed the digital device about the seminar skills.	P. Jyothilaxmi
Day - 4	I have taught the 2 nd class about English lessons.	The students have learned and doing good in studies.	P. Jyothilaxmi
Day - 5	I have taught the 1 st class about Telugu lesson.	The students are doing well.	P. Jyothilaxmi
Day - 6	I have interacted with all students about previous status and present status.	I have known many things in this journey.	P. Jyothilaxmi

WEEKLY REPORT

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

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 come 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 profession teacher and we can give 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	- Sankranti - Holidays -		
Day - 2	- Sankranti - Holidays.		
Day - 3	- Sankranti - Holidays.		
Day - 4	- Sankranti - Holidays		
Day - 5	- Sankranti - Holidays.		
Day - 6	- Sankranti - Holidays.		

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 first class I have conducted self introductions for 1 st class and 2nd class.	It was a great day as a teacher and come to know about some students.	P. Jirupathin
Day - 2	I went to third class and taught them math in a fun and learning way.	I have been prepared and come to know about a teaching in a fun and learning way.	P. Jirupathin
Day - 3	Again, I was sent to 1 st class and I have noticed some problems in them.	I come to know about their educational status.	P. Jirupathin
Day - 4	I went to 2nd class and taught them everyday things in proper manner like greetings.	I come to know how to teach the children really.	P. Jirupathin
Day - 5	I taught the 1 st class students, an English lesson and played an activity.	I observed about their knowledge on English.	P. Jirupathin
Day - 6	I have interacted with the 1 st class students through activities.	I come to know about their mind sets and knowledge.	P. Jirupathin

WEEKLY REPORT

WEEK - 7 (From Dt..... to Dt.....)

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 this syllabus in understandable manner so that they have felt that they come 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 a 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 2nd class and I have observed so many students who need to be disciplined.	I have know now to discipline the students all my standard.	P. Jirupathin
Day - 2	I went to 1st class and asked them about their goals which was well interactive.	I got to know about their life style, goals and problems.	P. Jirupathin
Day - 3	I taught 2nd class a Telugu lesson and by them through sentences.	I have managed the students to read in their mother language.	P. Jirupathin
Day - 4	I have taught the 1st class students. some rhymes and moral stories.	I come to know about communication and management with.	P. Jirupathin
Day - 5	I have taught the 2nd class about how to be have at particular places and situations.	I have to come to know about mentoring in behaviour aspects	P. Jirupathin
Day - 6	I have conducted activities for 2nd class students on maths.	I have taught subject in approachable manner.	P. Jirupathin

WEEKLY REPORT

WEEK - 8 (From Dt..... to Dt: Dt.....)

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 NINETH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I have checked about the 2 nd class students aware every one how to live in a society.	I have know so many new things that kids thinks about their place here.	P. Jirupathin
Day - 2	I have taught 4 th class students about english basics like everyday	I got know about teaching new thing to the students	P. Jirupathin
Day - 3	I have conducted a fun activity to the 2 nd class where the students have participated very well.	I have developed and communication in mentoring & skills very well.	P. Jirupathin
Day - 4	I have helped the teacher and staff members in their respective works.	I come to know about the working of teacher and staff.	P. Jirupathin
Day - 5	I have taught 1 st class students about maths basic and tricks to help them further.	I have learned to teach about how to solve all the problems.	P. Jirupathin
Day - 6	I have taught English lesson for 1 st class.	I have learned to teach in practical way.	P. Jirupathin

WEEKLY REPORT

WEEK - 9 (From Dt..... to Dt.....)

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 that felt like they were in a open space.

I have also worked with teachers and staffs work which made me know things that happens 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, maths. lessons to the 2nd class and 1st class	I have developed my teaching skills the students too are good.	P. Jimpallin
Day - 2	I have conducted a game for exploring their talent for 2nd class.	I have interacted with students and helped them in their doubts	P. Jimpallin
Day - 3	I have checked about every class environment the sanitary facilities and water supply	I have to come to know about few problems in school.	P. Jimpallin
Day - 4	I have interacted with students regarding the problems in school and gave some solutions.	I tried to solve student's problems at a possible level.	P. Jimpallin
Day - 5	I have taught 1st class students about animals and birds.	I have dealt with 1st class students at a possible level.	P. Jimpallin
Day - 6	I have taught 2nd class about eating etiquette	I have increased my communication skills	P. Jimpallin

WEEKLY REPORT

WEEK - 10 (From Dt..... to Dt.....)

Objective of the Activity Done:

Detailed Report:

In this week, I have developed my skills such as Teachings, mentoring, 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 I 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 1st class about discipline followed in class room	I have interacted with the students about discipline	P. Jimpathio
Day - 2	I have taught the 2nd class students about seminar skills.	I have accessed teach the students about seminar skills.	P. Jimpathio
Day - 3	I have interacted with 1st class students through digital way	I have accessed the digital seminar in the school.	P. Jimpathio
Day - 4	I have taught the 2nd class about english lessons.	The students have learned and doing good in studies.	P. Jimpathio
Day - 5	I have taught the 2nd class about english lesson	The students are doing well	P. Jimpathio
Day - 6	I have interacted with all students about previous status and present status.	I have know so many things in this journey.	P. Jimpathio

WEEKLY REPORT

WEEK - 11 (From Dt..... to Dt.....)

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 learn 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 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 sett. in introduction for 1st and 2nd class students.	It was a great day as a teacher and it is a better experience to me.	P. Jirupathin
Day - 2	I went to 2nd class and asked some basic questions regarding maths to the students.	I have been prepared & came to know about teaching in two ways	P. Jirupathin
Day - 3	Again I was sent to 2nd class and they are very excited to know about me.	I noticed the curiosity in each and every student	P. Jirupathin
Day - 4	I went to 2nd class and taught them common letters & spellings in English.	This day I came to know how to deal with children.	P. Jirupathin
Day - 5	I was sent to 1st class and made them to study English questions & answers.	I came to know about their educational standards.	P. Jirupathin
Day - 6	I have interacted with 2nd class students through some activities	I observed their mind-set and way of behaviour & active.	P. Jirupathin

WEEKLY REPORT

WEEK - 12 (From Dt..... to Dt.....)

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 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 mid class and have observed that one students needs to be discipline.	I come to know that how to get students to be in discipline.	P. Jimpathin
Day -2	I went to 1st class and asked them about their aks which was well interactive	I noticed about their life stories, goals and their problems	P. Jimpathin
Day -3	I taught mid class. a. along lesson in my way of teaching	I have made them to read the lesson in their own mother tongue.	P. Jimpathin
Day -4	I have sent to 2nd class and made to about work and moral stories with action	I learned how to communicate and management with every student.	P. Jimpathin
Day -5	I have taught the 1st calls students about how behave at particular aces and situations	I learned how about mentoring in behaviour aspect.	P. Jimpathin
Day -6	I have conducted some activities to 1st class and students reorganize their subjects	I learned how about to teach in appropriate manner	P. Jimpathin

WEEKLY REPORT

WEEK - 13 (From Dt..... to Dt.....)

Objective of the Activity Done:

Detailed Report:

I this 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 their academic performance.

I have conducted some new activities regarding this 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 2nd class students, about awareness on how to live in a society.	I deserved many thing, that how nice think about their love too.	P. Jirapattin
Day - 2	I have taught 2 nd class students about english words like parts of speech	I come to learn about teaching how things to the student	P. Jirapattin
Day - 3	I have conducted a fun activity to the 2nd class, where are the students have participated.	I have developed my communication skills, through, this program.	P. Jirapattin
Day - 4	I have helped the, teaching and other staff members in their respective works.	I learned team work with other teachers.	P. Jirapattin
Day - 5	I have taught 2nd class about maths tricks which will help them further.	I noticed how they are dealing with common problems.	P. Jirapattin
Day - 6	I have taught 2 nd class. Telugu lesson.	I came to know how to teach in easy way.	P. Jirapattin

WEEKLY REPORT

WEEK - 14 (From Dt..... to Dt.....)

Objective of the Activity Done:

Detailed Report:

I 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 a open space.

I have also worked with teachers and other staff members which made me to know about how things that happens behind school 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 max. lessons and problematise scenes to 2nd & 1st class	I developed my teaching skills & the students are also good	P. Jirapathin
Day - 2	I have conducted games to know about their other talents for 2nd class	I have interacted with students & helped them is clearing their.	P. Jirapathin
Day - 3	I have checked about every class environment sanitizing, and water facility.	I noticed few problem in school.	P. Jirapathin
Day - 4	I have interacted with students regarding their problems in school & about government	I tried to solve their problem by informing to the management	P. Jirapathin
Day - 5	I have taught 1st class students about birds, animals, fruits and flowers.	All the students are reacted very well	P. Jirapathin
Day - 6	I have taught 2nd class students about eating in etiquette	I have increased all my skills.	P. Jirapathin

WEEKLY REPORT

WEEK - 15 (From Dt..... to Dt.....)

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 advice 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.)

Interns work Government is one of the aspects of Interns quality addressed in this aspects. The people of M.P.P school Billumada Street are good and very not interacted, we were given a desk for our work with basic things like chalk pieces and duster etc... our role is to enhance the students, observe them and any other negative Analyse all activities by students and staffs our things are from 9:00 AM to 3:30 PM.

The headmaster and the teachers are very polite and humble to me the students are very friendly and interactive with made me socialise with them very easily.

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 practical such as mentoring I learned how to communication and build relationship with people I worked. I learned that every department or organisations has its own culture I quickly learned that every company has its own culture. As a intern. I discovered it's 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.

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 first 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 MPP Schol. Billumada. street. Manyam.

As we have been interacting with each student we 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 come 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.

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 every workplace.

we the interns, of MPP school.

Millumada street, Marayam 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 became a supportive team

every week one of us will lead the team to work. 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 the way has to 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 HPS school of Millumada street.

Managers uses devices in their Proceedings.

The Headmaster updates the information of school through smart phone. They scan faces of the students for checking and updating his attendance everyday. 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 be used for teaching primary classes in a practical way through digital showing 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 from school, it is also recorded under headmaster vision and also documented.

Student Self Evaluation of the Short-Term Internship

Student Name: Kowada Uday Kiran Registration No: 2022001036026
Term of Internship: From: 17-12-2022 To: 18-03-2023
Date of Evaluation:
Organization Name & Address: M. P. P. S. MILLUMADA

Please rate your performance in the following areas:

Rating Scale: Letter grade of CGPA calculation to be provided

	1	2	3	4	5
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. Uday Kiran.
Signature of the Student

Evaluation by the Supervisor of the Intern Organization

Student Name: Kovvada. Uday Kiran Registration No: 2022001036026

Term of Internship: From: 17-12-2022 To: 18-03-2023

Date of Evaluation:

Organization Name & Address: M.P.P.S BILLUMADA

Name & Address of the Supervisor P. Tirupathi, M.P.P.S BILLUMADA
with Mobile Number 8106478168

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

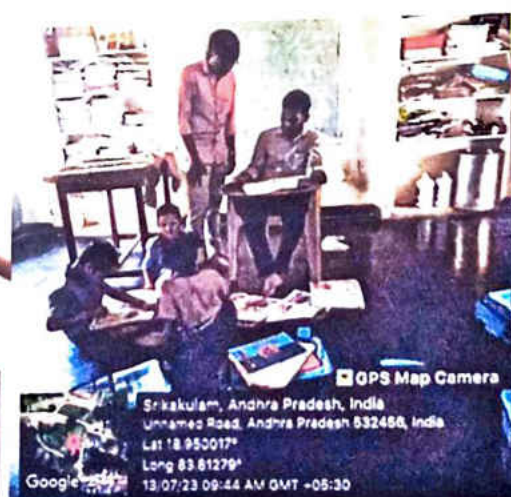
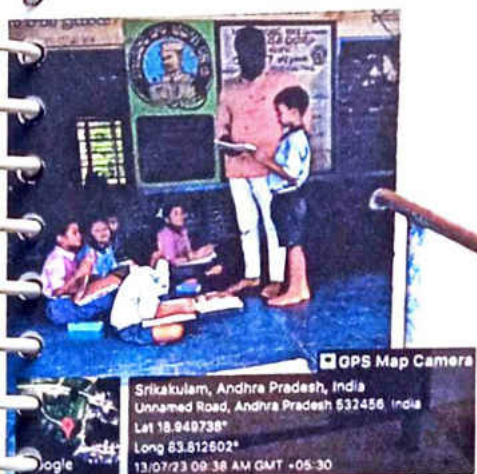
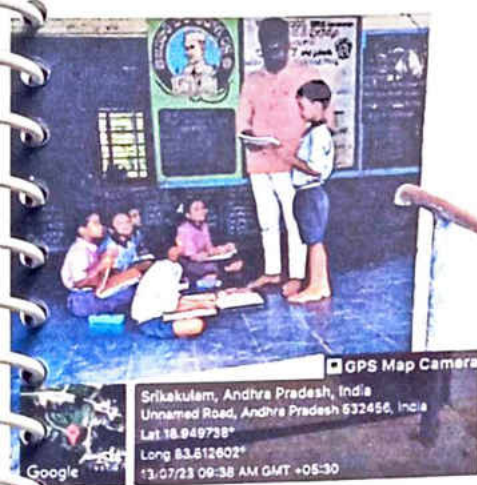
Please note that your evaluation shall be done independent of the Student's self-evaluation

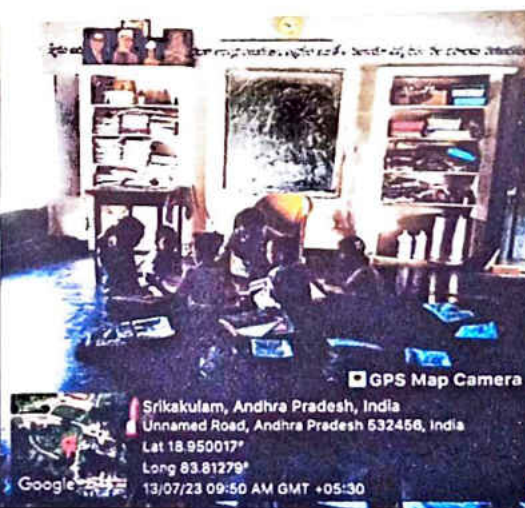
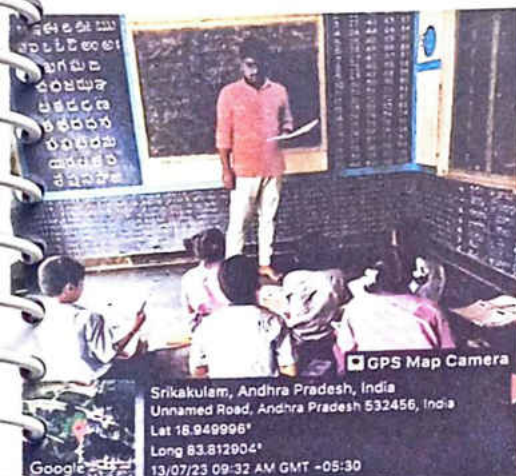
Rating Scale: 1 is lowest and 5 is highest rank

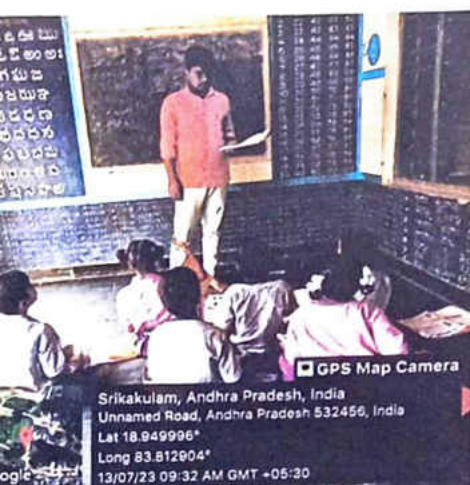
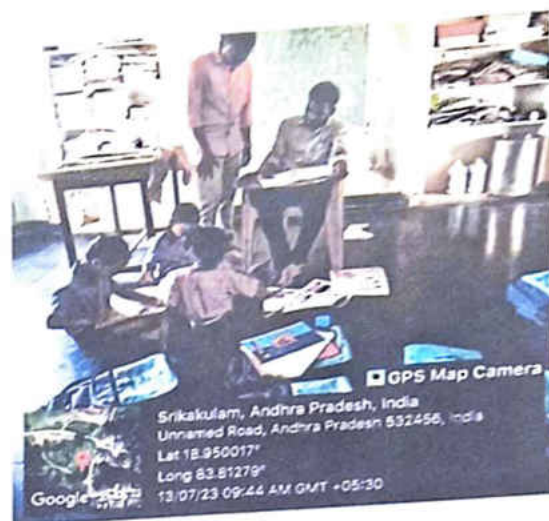
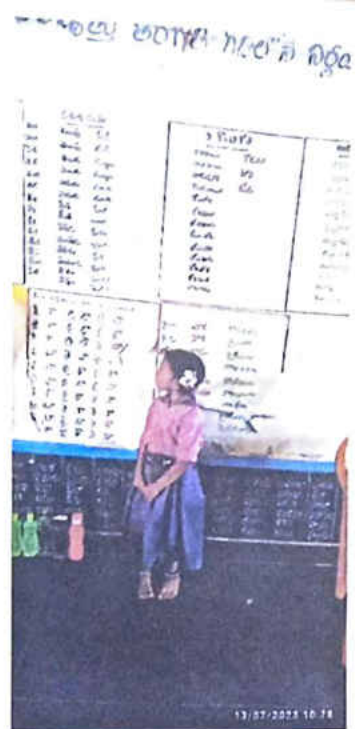
1	Oral communication	1	2	3	4	5✓
2	Written communication	1	2	3	4	5✓
3	Proactiveness	1	2	3	4✓	5
4	Interaction ability with community	1	2	3	4✓	5
5	Positive Attitude	1	2	3	4	5✓
6	Self-confidence	1	2	3	4	5✓
7	Ability to learn	1	2	3	4✓	5
8	Work Plan and organization	1	2	3	4✓	5
9	Professionalism	1	2	3	4	5✓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

P. Tirupathi
Signature of the Supervisor
Head Master
M P P S BILLUMADA
Bhamini (M) Sklm (Dt)







EVALUATION

Internal & External Evaluation for Semester Internship

Objectives:

- Explore career alternatives prior to graduation.
- To assess interests and abilities in the field of study.
- To develop communication, interpersonal and other critical skills in the future job.
- To acquire additional skills required for the world of work.
- To acquire employment contacts leading directly to a full-time job following graduation from college.

Assessment Model:

- There shall be both internal evaluation and external 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 200 marks. Internal Evaluation for 50 marks and External Evaluation for 150 marks
- The number of credits assigned is 12. Later the marks shall be converted into grades and grade points to include finally in the SGPA and CGPA.
- The weightings for Internal Evaluation shall be:
 - Activity Log 10 marks
 - Internship Evaluation 30 marks
 - Oral Presentation 10 marks
- The weightings for External Evaluation shall be:
 - Internship Evaluation 100 marks
 - Viva-Voce 50 marks
- The External Evaluation shall be conducted by an Evaluation Committee comprising of the Principal, Faculty Guide, Internal Expert and External Expert nominated by the affiliating University. The Evaluation Committee shall also consider the grading given by the Supervisor of the Intern Organization.
- 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)

Page No

INTERNAL ASSESSMENT STATEMENT

Name Of the Student: K. Udaykiran

Programme of Study: UG. BA. HEP

Year of Study: 3 year

Group: BA. HEP

Register No/H.T. No: 2022061036026

Name of the College: Govt Degree Ctg (Men)

University: D.J.B. Ambedkar (University)

Sl.No	Evaluation Criterion	Maximum Marks	Marks Awarded
1.	Activity Log	10	8
2.	Internship Evaluation	30	26
3.	Oral Presentation	10	8
	GRAND TOTAL	50	42

Date: 17.7.2023


Signature of the Faculty Guide

INTERNAL ASSESSMENT STATEMENT

Name Of the Student: K. Udaykaran

Programme of Study: UG. BA. HEP

Year of Study: 3 year

Group: BA. HEP

Register No/H.T. No: 2022061036026

Name of the College: Govt Degree Ctg (Men)

University: D. B. Ambedkar (University)

Sl.No	Evaluation Criterion	Maximum Marks	Marks Awarded
1.	Activity Log	10	
2.	Internship Evaluation	30	
3.	Oral Presentation	10	
	GRAND TOTAL	50	

Date:

Signature of the Faculty Guide

EXTERNAL ASSESSMENT STATEMENT

Name Of the Student: K. Uday Kiran.

Programme of Study: Govt. HEP

Year of Study: 3 Year

Group: B.A. HEP

Register No/H.T. No: 2022001036026

Name of the College: Govt Degree College (Men)

University: Dr. B.R. Ambedkar University,

Sl.No	Evaluation Criterion	Maximum Marks	Marks Awarded
1.	Internship Evaluation	80	70
2.	For the grading giving by the Supervisor of the Intern Organization	20	16
3.	Viva-Voce	50	45
	TOTAL	150	131
GRAND TOTAL (EXT. 50 M + INT. 100M)		200	173



Signature of the Faculty Guide

P. Giripathin

Head Master
M P.P.S. BILLUMADA
Bhamini (M) Skim (PL)



Signature of the Internal Expert

Signature of the External Expert

K. Raghavanna
18/7/23



Signature of the Principal with Seal

PRINCIPAL
Govt. Degree College (Men)
SRIKAKULAM

EXTERNAL ASSESSMENT STATEMENT

Name Of the Student: K. Uday Kiran.

Programme of Study: UG. HEP

Year of Study: 3 Year

Group: B.A. HEP

Register No/H.T. No: 2022001036026

Name of the College: Govt Degree UG (men)

University: Dr. B.R. Ambedkar University,

Sl.No	Evaluation Criterion	Maximum Marks	Marks Awarded
1.	Internship Evaluation	80	70
2.	For the grading giving by the Supervisor of the Intern Organization	20	16
3.	Viva-Voce	50	
	TOTAL	150	
GRAND TOTAL (EXT. 50 M + INT. 100M)		200	

Signature of the Faculty Guide

P. Tirupathin

Head Master
M P P.S. BILLUMADA
Bhamini (M) Sklm (PL)

Signature of the Internal Expert

Signature of the External Expert

Signature of the Principal with Seal



ANDHRA PRADESH STATE COUNCIL OF HIGHER EDUCATION

(A Statutory Body of the Government of Andhra Pradesh)

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