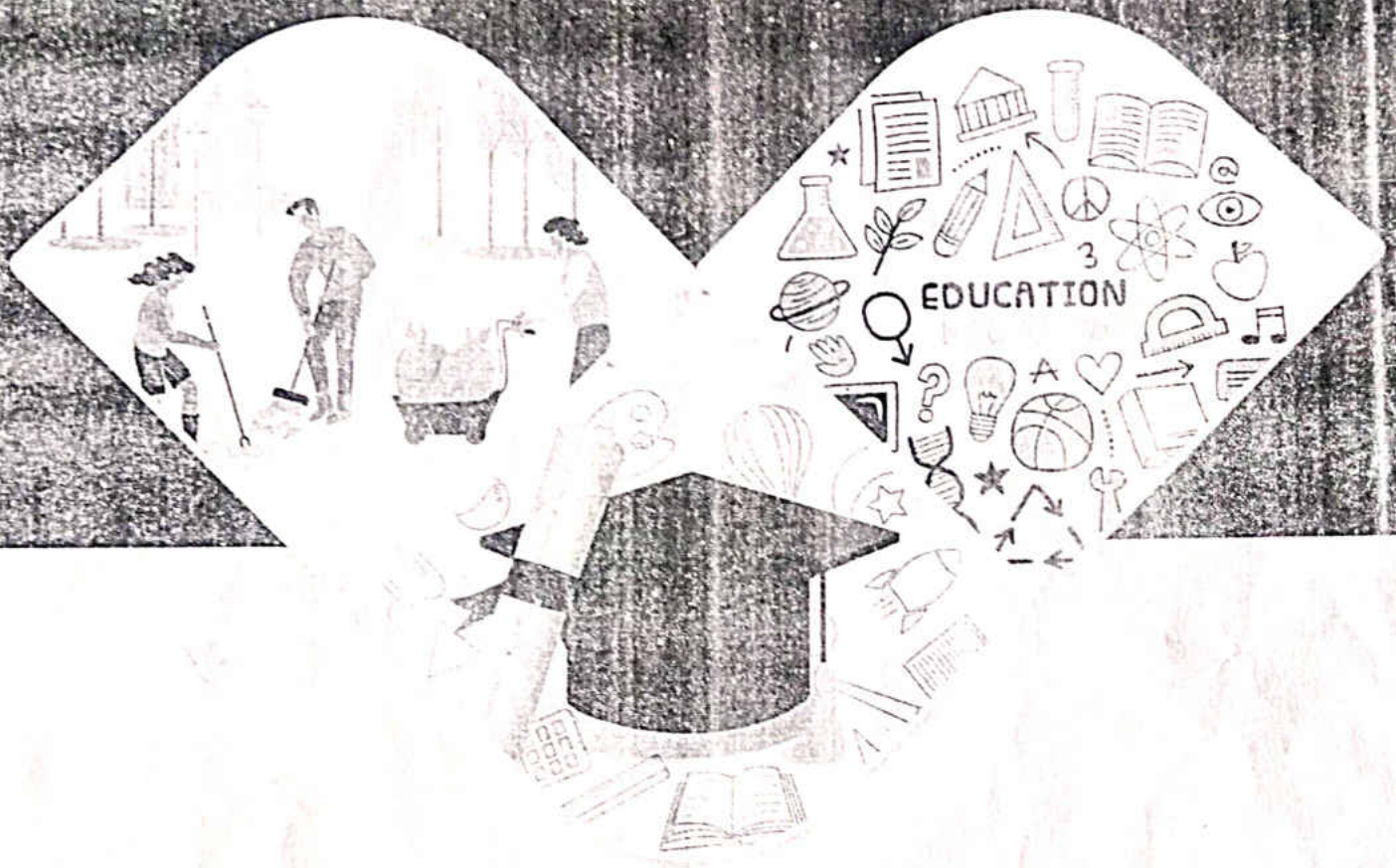


Model Program Book



SEMESTER INTERNSHIP

Designed & Developed by



**ANDHRA PRADESH
STATE COUNCIL OF HIGHER EDUCATION**

(A STATUTORY BODY OF GOVERNMENT OF ANDHRA PRADESH)

PROGRAM BOOK FOR
SEMESTER INTERNSHIP

Name of the Student: Po Vinda Rani

Name of the College: Govt Degree College (Men) Srikakulam

Registration Number: 2022001356039

Period of Internship: From: _____ To: _____

Name & Address of the Intern Organization: Chalkonda Rave Street Srikakulam

University

YEAR

An Internship Report on

School Education

(Title of the Semester Internship Program)

Submitted in accordance with the requirement for the degree of

Under the Faculty Guideship of

(Name of the Faculty Guide)

Department of

(Name of the College)

Submitted by:

Ponnada . Ravi

(Name of the Student)

Reg.No: 2022001356037

Department of Philosophy

(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 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.

-----<<@>>-----

Student's Declaration

I, Ponnada Raju a student of B.A. (TEP)
Program, Reg. No. 2022001356037 of the Department of Govt. Degree college (MFR) ^{Srika}
College do hereby declare that I have completed the mandatory internship
from 14-12-2022 to 18-03-2022 in MPUP. School. golkonda ^{Rever} (Name of
the intern organization) under the Faculty Guideship of
Prasad (Name of the Faculty Guide), Department of
Education Department
(Name of the College)


(Signature and Date)

EXTERNAL ASSESSMENT STATEMENT

Name Of the Student: Ponnada. Raju

Programme of Study: BA. (TEP)

Year of Study:

Group:

Register No/H.T. No: 2022001356026

Name of the College: Govt. Degree college, Sri Bakulam

University:

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

Signature of the Faculty Guide

Signature of the Internal Expert

Signature of the External Expert

Signature of the Principal with Seal

Official Certification

This is to certify that Ponnada. Raju (Name of the student) Reg. No. 2022001356037 has completed his/her Internship in MPUP School, Golkonda ^{Revu} (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 B.A. (TEP) in the Department of Govt. Degree College (MEN) ^{Srikakulam} (Name of the College).

This is accepted for evaluation.

3



(Signatory with Date and Seal)

Head Master
MCES, Golkondarevu Road
Srikakulam

Endorsements

Faculty Guide

Head of the Department

Principal

Certificate from Intern Organization

This is to certify that Ponnada. Raju (Name of the Intern)
Reg. No 2022001356037 of Govt. Degree college MEN (Name of the
College) underwent internship in MPUP. School, Golkonda Revu (Name of the
Intern Organization) from -12-2022 to 18-03-2023

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



Authorized Signatory with Date and Seal
Head Master
MCES, Golkondarevu Road
Srikakulam

Acknowledgements

This school internship report is the result of an end a way four months. It would not have been possible without participation assistance of naseras 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 teacher and the principle for their vision encouragement and enduring religious interest in the internship.

I extended my gratitude to my classmate and specially to our group member with whom I started our academic and social problems. Special thank must be given to the teachers and students of MES school.

I started are my dark days together
we started our academic and social problems
Special thank must be given to the teachers
-s and students of M.C.S school

Contents

Monday:- Prayas:-

⇒ vandhe mataram song

⇒ Maa Telugu baiki

⇒ leath card's

⇒ veneral knoildge

In mid-meal in Brijani and tomato
Paki chikki and egg

Tuesday:- Prayas:-

⇒ vandhe mataram

⇒ save Jahan seAcha

⇒ Road satety Pladge

mid-Meal in pulahara and mato and
egg

wednesday Prayer:-

⇒ vande mataram

⇒ Telugu talliki (statemthenther)

⇒ Learn andward Telugu

⇒ Natl and anthem

⇒ In mid meal Biryani to tomato curry and chalkki

Thursday Prayer:-

⇒ vande mataram

⇒ pledge in english

⇒ g.k bits, Poem

⇒ Reading Telugu

⇒ english means Paper

In mid meal is lemon Pulihara tomato Pappad and Egg

Friday:-

⇒ vande mataram

⇒ maa Telugu talliki

⇒ Natl ye Prayer

⇒ pledge in english

⇒ learn a word

⇒ U.K bits

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 MES school of ~~gopant~~
~~golikonda REVE~~
~~golikonda REVE~~ I choose education department to
know the current status of the education and difference
froms past few years I spent a day with children
and I learn and observed manythings

The introduction is very friendly and very
bluade through this intenship I know which has to
e improved I interacted with the children and let
them to know their problems and what they
re facing through

I thought same proposals to them and
I gave few suggestions ~~to~~ to improve
them which should be clear by gover-
-nment there are the other decided
areas 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
in the school of

School street education department plays an
important role in every sector I served many things
in school that the children are and lack of know-
ledge my interaction with students very 18 hours
with that children and I got to know
that children and I got to know that
students performing was very poor The students
are about to understand the basic
things

I play 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 MES school of NOLKONDA REVE STREET srirakulam In the education department work in government school and I taught all so to the students. I also used black board and I also performed some tasks with the children so that to encourage them in participating also conducted weekly tasks like stories, quite, then activities to the children. This part of internship take me to learn my knowledge about education system especially in school.

In Internship students madam give the
dallers and IMProve the durers yere
-mber it

Every day Take the -dul -s and
IMPROV end it case same school IM
Proved well in this school natIMPROV
-ed

same students are Partipate the
many day celebraians exinives

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 for me	
Day - 2	I went to 5th and 4th class and asked some basic questions regarding Maths to the students	I have been prepared to come to know about teaching procedures	
Day - 3	Again I was sent to 4th and 5th class and they are very excited to know about me	I noticed the curiosity in each and every student	
Day - 4	I went to 3rd class and thought the common English spellings in English	This day I came to know how to deal with children	
Day - 5	I was sent to 2nd class and made them to study English question & answer	I came to know about their educational standards	
Day - 6	I have interacted with 3rd class students some activities	I do serve their mind set and way to behaviour effectively	

WEEKLY REPORT

WEEK - 1 (From DL~~.....~~ to DL~~.....~~)

Objective of the Activity Done:

Detailed Report:

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

And I also conducted some counselor 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 3rd class and have observed that some students needs to be decline	I come to know - w that how to control student - ts to be discipline	
Day - 2	I went to 4th class and asked them about their goals which are well interactive	I noticed about their lifestyle goods and their problems	
Day - 3	I thought 2th class Telugu lesson in my mind today to teaching	I have made them to read the lesson in their own mother tongue	
Day - 4	I have sent to 3th class and made to them about my res to them modal	I learned how to communication and management with every student	
Day - 5	I have taught the 1st class students about how to behave at Potiellay places	I come to know about mentosics in behaviour aspects	
Day - 6	I have conducted some activities to 5th pta - rs student regarding	I learned how to teach in a appropriate manner	

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

In this writing week I have observed the students about their performance too I have discussed 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 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 3rd class students about antirenes on how to live in society	I observed how kids think about their home town	
Day -2	I have taught 5th class students about english basics like Portsof's speech	I came to know about teaching how things to the student	
Day -3	I have conducted a fun activity to the 4th class where are students	I have developed my communication skills through this	
Day -4	I have helped the teachers and other staff members in their respective works	I learned the art work with other teachers	
Day -5	I have taught 4th class about maths kids who is will be	I noticed how they are dealing with common problems	
Day -6	I have taught evs lesson with in practical runnes	I came to know how to teach in easy way	

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

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 know things that happens behind school 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 thought rather lesson and Polarabin same to 3th ant sticks	I developed my Teaching skills the students are also good	
Day - 2	I have conducted game -s to know about their other talents for 3rd class	I have interacted with students -nts helped the -m in claining	
Day - 3	I have checked about every class environme -nt sanitary and hi -ther facility	I noticed few problems in schools	
Day - 4	I have interacted with students again -g their problems in school about govern	I tried to solve their problems by informing to the	
Day - 5	I have thought 3rd class students about -ut binds animals fruits and flowers	All the students are reacted very well	
Day - 6	I have taught 3rd class students about eating in etiquettes	I have increased all my skills	

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 a lot about the school environment students Performance and all the surrounding 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

ACTIVITY LOG FOR THE FIFTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I have thought 3rd class about discipline to be followed in class room	I have interacted with the students about discipline actions	
Day - 2	I have thought the 3rd class students about way of expressing	I have tried to teach the students about the seriousness	
Day - 3	I have interacted with 4th class students through digital way	I have accessed the digital device in the school	
Day - 4	I have thought the 5th class about english lesson	The students have learned and doing good in studies	
Day - 5	I have thought the 3th class about Telugu lesson	The students are doing well	
Day - 6	I have interacted with all students about previous status and present status	I have learnt many things this journey	

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 my self 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 profession through which we can give knowledge to others.

WEEKLY REPORT

WEEK - 6 (From Dt..... to Dt.....) ⑤

Objective of the Activity Done:

Detailed Report:

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	//	-	
Day - 3	//	-	
Day - 4	//	-	
Day - 5	//	-	
Day - 6	//	-	

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 cars and 3rd class	It was a good class as a teacher and come to know about some	
Day - 2	I have to third class and thought them the map and learning color	I have been prepare and come to know about teaching	
Day - 3	Again I was sent to 5th class. I have noticed some problems in them	I come to know about their education status	
Day - 4	I went to 4th class and thought them every day things in paper map like	I come to know about their how to teachers child	
Day - 5	I thought the 3rd class students an english lesson and play on activity	I observed about their knowledge english	
Day - 6	I have interacted with the 5th class students their activities	I come to know about their minds and knowledge	

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 Induction games to interact with them to know about their state of mind and connect with them

I have also taught them few lessons 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

To tally 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 3th class & have observed some students & their needs to be discipline	I have know how to discipline the student as my standard	
Day - 2	I went to 3th class and asked them about their goals which they will interact	I got to know about their life style goals and problems	
Day - 3	I taught 5th class a Telugu lesson and big them through	I have managed the students to read in their mother	
Day - 4	I have taught 3th class students some rhymes and moral stories	I come to know about communication and management	
Day - 5	I have taught the 2th class about the behavior particular places and situations	I have to come to know about mentoring in previous aspects	
Day - 6	I have conducted activities for 4th class students on motivation	I have taught the subject in approvable manner	

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 NINTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I have checked about the 3rd class students awareness on how to live in a	I have known so many new things that kids think about their ph	
Day - 2	I have thought with the students about english basic	I got to know about teaching how things to the students	
Day - 3	I have conducted a fun activity to the 4th class where the students have participated	I have developed and communication mentoring skills very well	
Day - 4	I have helped the teachers and staff members in security	I come to know about the working of teaching and staff	
Day - 5	I have taught 3rd class students about maths basics and by the end of the day	I have learned to teach about how to solve and the topic	
Day - 6	I have taught english lesson for 5th class	I have learned to teach in a practical way	

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

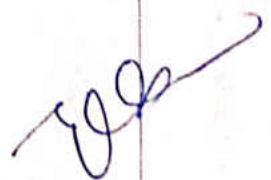
In this week I have developed my teaching skills from syllabus lessons to a practical approach which enhanced my communication skills very well.

And I have also interacted with the selected government teachers, parents about the situations, problems, environment.

I have also tried to teach the students so that they felt like they are in an open space.

I have also worked with teachers and staff work which made me know things that happen behind the 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 3rd class and 4th class	I have developed my teaching skills the students are good	
Day - 2	I have conducted a game for explaining their talent for 4th class	I have interacted with students and helped them in their doubts	
Day - 3	I have checked about every class environment the sanitary facilities	I have become to know about the problems in school	
Day - 4	I have interacted with students solving their problems in school	I tried to solve students problems at a possible way	
Day - 5	I have thought 5th class students about animals and birds	I have dealt with 3rd class students digital day	
Day - 6	I have thought 3rd class about coloring activities	I have increased my communication in skills	

WEEKLY REPORT

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

Objective of the Activity Done:

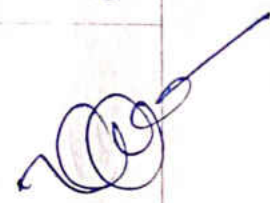
Detailed Report:

In this week I have developed my skills as Teachings mentohing communication monaging and team Participation skills when compared to the Previous thexee weeks

I have also observed about the school envirochment students Performance and I have also interact-ed 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 thought 3rd class about discipline followed in classroom	I have thought the with the students about discipline	
Day - 2	I have thought the 5th class students about seminar skills	I have tried to teach the students about seminar skills	
Day - 3	I have interacted with 4th class students thought digital wall	I have accessed the digital device in the school	
Day - 4	I have thought the 3rd class about english lesson	The students have learned and doing good in studies	
Day - 5	I have thought the 3rd class about english lesson	The students are doing well	
Day - 6	I have interacted with all students about proving status as	I have know samey thing in this journey	

WEEKLY REPORT

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

Objective of the Activity Done:

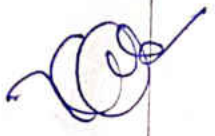
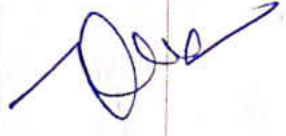
Detailed Report:

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 come 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 mastery as on 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 ibismy first day I have conducted self introduction 5th and 4th students	It was a great day as a teacher and ibismy abetes	
Day - 2	I went to 3rd class and asked some basic question & answer	I have been prepared come to know about teaching	
Day - 3	Again I was sent to 4th class and they are very excited to know about me	I noticed the curiosity increase and every student	
Day - 4	I went to 3rd class and thought they common letters spelling in English	This day I come to know how to deal with children	
Day - 5	I was sent to 4th class and made them to study English	I come to know about their education students	
Day - 6	I have interacted with 5th class student. thought some sit activities	I do solved their mind set and way to behaviour &	

WEEKLY REPORT

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

Objective of the Activity Done:

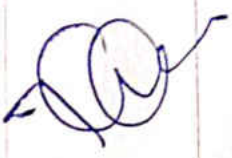
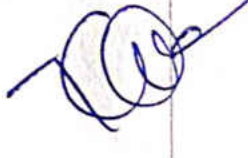
Detailed Report:

As it is the ~~10th~~ 12th week I conducted self introduction in each and every class to know a bout them

And I also about conducted some circular activities to interact with them I have also taught the -m new lessons in their syllabus in .und ers bande easily and to know a bout new things And I observed they are very to know more about are society And I noticed their educational Perf -mance and knowlege

finlly 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 3rd class and have observed that some students needs to be discipline.	I come to know that how to control students to	
Day - 2	I went to 4th class and asked them about their class which has wall interaction	I noticed about their life styles goals and their problems	
Day - 3	I have thought 3rd class a thought lesson in my class of teaching	I have asked them to read the lesson in their own mother	
Day - 4	I have sent to 3rd class and made to about stories and moral	I learned how to communicate and manage with every student	
Day - 5	I have thought the 4th class students about their behavior Particular	I come to know about the things in behaviour aspect	
Day - 6	I have conducted some activities to 3rd class students	To know how to teach in appropriate manner	

WEEKLY REPORT

WEEK - 13 (From Dt. To Dt.)

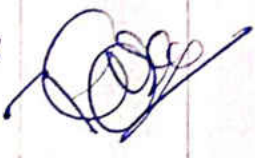
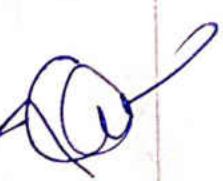
Objective of the Activity Done:

Detailed Report:

In this writer week I have observed the students about their performance in studies and their capabilities too I have now 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 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 with class students about awareness have to live in a society	I observed many things about new kids thing	
Day - 2	I have thought 3rd class students about English basics	I come to know about teaching new thing to the students	
Day - 3	I have conducted a fun activity to this 3rd class where are the students	I have developed my communication skills through their program	
Day - 4	I have helped the teachers and other staff members	I learned them work with other teachers	
Day - 5	I have thought 3rd class about mathematics which will help them	I noticed now they are dealing with communication problems	
Day - 6	I have thought 3rd class Telugu lesson	I come to know how to teach in easy way	

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

In this week I have developed my teaching skills whilst teaching hours in a practical approach which enhanced my communication skills very well

And 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 other staff members which made me to know about new things that happens behind school the screen

I also tried to teach the students so that they feel like they are in an open space

ACTIVITY LOG FOR THE FIFTEENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I have thought Maths lesson and problematic series to 3rd & 4th class	I developed my teaching skills the students are also good	
Day - 2	I have conducted game to know about their their talents for 4th class	I have interacted with students helped the class is playing	
Day - 3	I have asked about every class environment -men solutions and writers	I noticed few problems in school	
Day - 4	I have interacted with students regarding their problems	I tried to solve their problems by informing the	
Day - 5	I have thought 3rd class students about blind animals fruits	All the students are reacted very well	
Day - 6	I have thought 4th class students about eating in etiquette	I have increased all my skills	

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 communication 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.)

⇒ In four months long internship programme I have observed and experienced above the working conditions and relationship with employees in the school harmonious and amicable

⇒ I learned so much from the existed employees in the school with great talent

⇒ They have give wonderful support in discharging my duties and roles in sufficient way

⇒ I have followed protocol instructions products process of taking class and management of the institutions

⇒ I observed that work place is very spacious and well ventilated to work freely and happily

⇒ I am very happy to express my feelings regarding working of the school and pleasurable

⇒ My school master is very discipline is excluding fanks and HOME Management

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

⇒ In the age of information technology every school has been transformed into digital oriented school my school has a smart class room to disseminate knowledge to the students

⇒ No virtual classes in this school the teachers solely depend on chalk written on the black board

⇒ Students are given the note books individual class some teachers students are teaching learning materials

⇒ I am aware the teachers how to improve the students

- ⇒ In this improve some duties care
one teaching improve the duties said
by Teachers (Principal)
- ⇒ And under stand the attaches the
students attend the classes regularly
- ⇒ I got rich experience in bonding of
classroom students Teachers and all
class students
- ⇒ In this school attachments Teachers
and students in this schools missing
the students and missing the able
Teacher

Result:-

The teacher in future all
talented in with me ~~become~~ B.A a
teacher

Describe the managerial skills you have acquired (in terms of planning, leadership, team work, behaviour, workmanship, productive use of time, weekly improvement in competencies, goal setting, decision making, performance analysis, etc).

I have planned according to clunation of the intsrnship and working school of the Institution to acquive manageial skills for batter Performance in future

Entive Internship Period of I have and acquired self management skills Team Mangment and overall mangerial skill I am well EQUIPMENT with work man shop and productive use of . Inst it ution caption extent of my ability under the nature of work and given weekly schedules for the head of my Instistutions

②

I devised a plan to achieve a goal and finish my task

Overall performance in the institution from my side is satisfactory

I have acquired self confidence and decision making and problem solving

in relation to the work I lead a team with the help of employees in the institution to performance and interaction with students in the classroom

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

In this Institution (School) I look
Internship months period during this
period I think have proved by
various skills especially communication
skills I would like to describe
here about improvement in diff-
erent aspects here about improvement
in different components

I communication skill from
Teacher in the school the internship
Experience give tremendous confidence
-e to me to ~~share~~ skills well
and conversation with others

I liked my self specific imp
-one ment and communication and
mylten communications skills like
syecating others and training and
apre Priciating others with maintaing
Protocols of the instructions

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

As an intern training in the schools
I have Participating the Maths day and
science day personal celebrations this
school to talho ~~for~~ intern students
are members the Team in m.c.s school
Interngroup in what's up

some Activity (TLM) materials
In science day 5th class students
TLM Teaching Materials Heart lung
kidneys Explain it

Maths day celebrations stud-
-ents are speeches and take it
Prepare the speech the 4th class
student speech learn about

3 and my friend teaching learning
materiass Telugu, science, Maths, English,
make it

~~now~~ now a days the principal
is doing the activities wrote the learn
a word lesson Plans work book Teach
The students

article the lions club party
Presi dent of lions club and in is
meeting all end then commissioners

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

As an intern training in the school I have participating the maths day and scienceday lesschal Pongal ale brations in this school to tal no of intern students are members the team is m.c.s school intern group in spp

some activity (TLM) materials on scienceday 5th class students TLM(Teaching learning materials hear lungs kidneys explain it maths day celebrations students are speakers and I wrote it predate the speech The 4th student speech is learnhauf

I and my friend teaching
learning materials Telugu science maths
English TLM make it now-a-days the
Principal madam doing the activities
wrote the learn a word lesson plans
work book in teach the students I
participate the lions club president
of lions club and in this meeting
all and the commissioner

Student Self Evaluation of the Short-Term Internship

Student Name: <u>Ponnade Raju</u>	Registration No: <u>202200135</u> ⁶⁰³⁷
Term of Internship: From: <u>14-12-2022</u> To: <u>18-03-2023</u>	
Date of Evaluation:	
Organization Name & Address: <u>MPUP School, Golkonda Revu</u>	

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:


 Signature of Student
 Golkonda Revu Road
 Srikakulam

Evaluation by the Supervisor of the Intern Organization

Student Name: Ponnada Ravi

Registration No:

Term of Internship: From: 14-12-2022 To: 18-03-2023

Date of Evaluation:

Organization Name & Address:

Name & Address of the Supervisor
with Mobile Number

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

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

Rating Scale: 1 is lowest and 5 is highest rank

1	Oral communication	1	2	3	4	5
2	Written communication	1	2	3	4	5
3	Proactiveness	1	2	3	4	5
4	Interaction ability with community	1	2	3	4	5
5	Positive Attitude	1	2	3	4	5
6	Self-confidence	1	2	3	4	5
7	Ability to learn	1	2	3	4	5
8	Work Plan and organization	1	2	3	4	5
9	Professionalism	1	2	3	4	5
10	Creativity	1	2	3	4	5
11	Quality of work done	1	2	3	4	5
12	Time Management	1	2	3	4	5
13	Understanding the Community	1	2	3	4	5
14	Achievement of Desired Outcomes	1	2	3	4	5
15	OVERALL PERFORMANCE	1	2	3	4	5

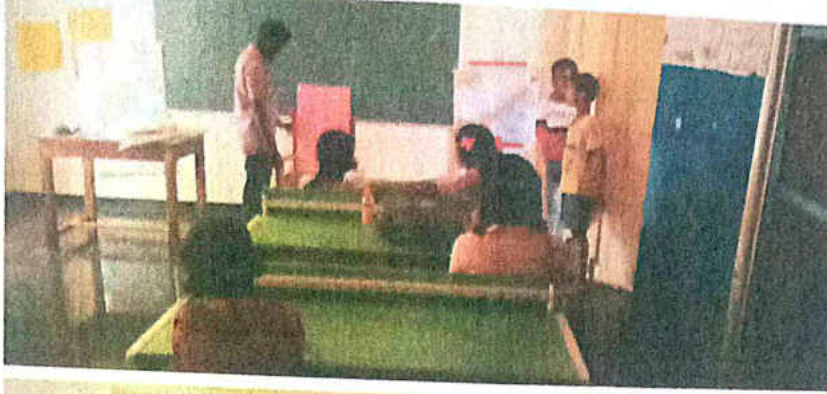
Date:

Signature of the Supervisor

Ravi
Head Master
S. Gokondarevu Road
B. G. P. S. School

PHOTOS & VIDEO LINKS

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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)

INTERNAL ASSESSMENT STATEMENT

Name Of the Student: Ponnade Raju

Programme of Study:

Year of Study:

Group:

Register No/H.T. No: 202200135 602 6

Name of the College: Govt. Degree College, Sribakulam

University:

Sl.No	Evaluation Criterion	Maximum Marks	Marks Awarded
1.	Activity Log	10	5
2.	Internship Evaluation	30	-
3.	Oral Presentation	10	
	GRAND TOTAL	50	

Date:

Signature of the Faculty Guide



ANDHRA PRADESH STATE COUNCIL OF HIGHER EDUCATION

(A Statutory Body of the Government of Andhra Pradesh)

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