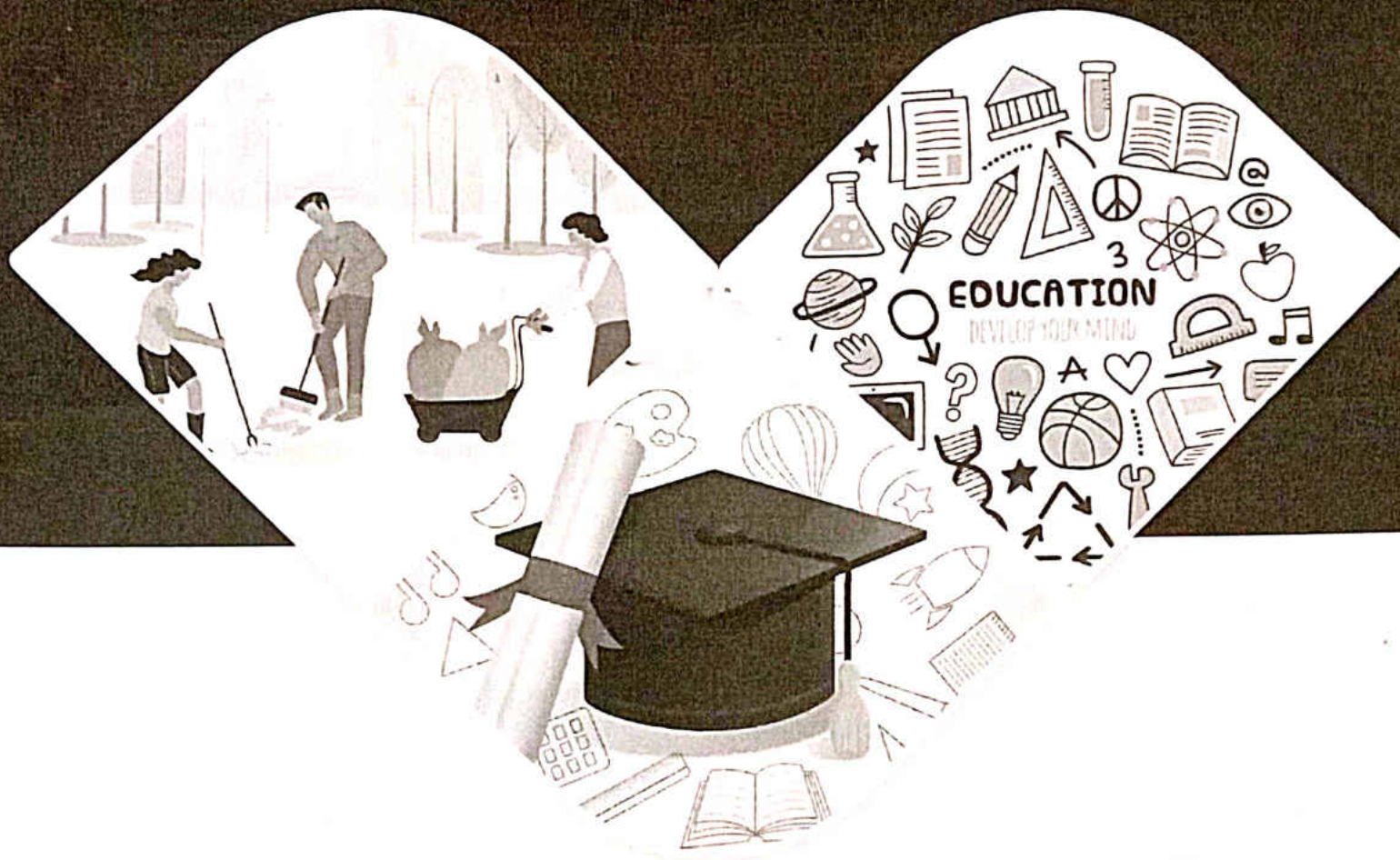
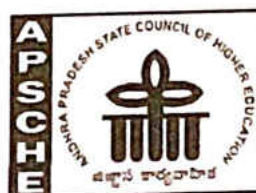


Model Program Book



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:

Name of the College:

Registration Number:

Period of Internship:

From:

To:

Name & Address of the Intern Organization

University

YEAR

An Internship Report on

Agriculture department-

(Title of the Semester Internship Program)

Submitted in accordance with the requirement for the degree of

Bachelor of Arts (B.A. CT.G.C.)

Under the Faculty Guideship of

B.N.V. Chalamayya (Sir)

(Name of the Faculty Guide)

Department of

Gold- Degree college for (men)

(Name of the College)

Submitted by:

Anlea. mahesh

(Name of the Student)

Reg.No: 202200/440002

Department of 1st B.A (T.G.C.)

Gold- degree college for (men)

(Name of the College)

Instructions to Students

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

1. It is mandatory for all the students to complete 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, A. Mahesh a student of govt. degree collage (m)
Program, Reg. No. 20220044002 of the Department of Tourism
College do hereby declare that I have completed the mandatory internship
from chittur to sklm in 4 months (Name of
the intern organization) under the Faculty Guideship of
Tourism (Name of the Faculty Guide), Department of
R.B.K, agriculture
(Name of the College)

(Signature and Date)

Official Certification

This is to certify that A. mahesh (Name of the student) Reg. No. 2022001040001 has completed his/her Internship in R. B. K (Name of the Intern Organization) on 4 mar/23 (Title of the Internship) under my supervision as a part of partial fulfillment of the requirement for the Degree of Tawisum in the Department of Tawisum (Name of the College).

This is accepted for evaluation.

(Signatory with Date and Seal)

Endorsements

Faculty Guide

B. R. Maish

Head of the Department

Principal

Acknowledgements

First I would like to thank Rytta Bhavasa Kudram for giving me the opportunity to do an Internship for giving Internship letters to the organisation.

The success and wonderful of this internship project required a lot of guidance and endement from my people in the skills organization. I also would like all the people that work along with me and Sachivalayam which has patience along and opens the created an enoughble working Environment.

I am highly indebted to Director and principle for the facilities provide to Accomplish this Internship.

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.

As the internship program organized by the government in order to select the sware the and interact with the internship it is required to study the organization department of the organization and critically evaluate the theoretical aspects of the organization the theoretical practical situation i got an opportunity of getting practical knowleges about the village secretariats in Andhra pradesh so to quench the thirst of practical knowledge about I joined Tel chintexa sachivalagen-1, village secretariate

At last I must say that this report is assigned to simulate curiosity about greme sachivageyem work in Andhra pradesh during this time period I learn so many thing, related to time management, them work, leadership qualities, those qualities so many helpful to me to service in on organization

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.

Gramin Mahila Sechivaleyan (also known as village secretariats) are secretariats setup in the Indian states of Andhra Pradesh to decentralize the administration by making services and welfare services of all government departments available at one place. Andhra Pradesh was the first state in India to introduce appointed village volunteers to deliver services. It was launched on Gandhi's concept of Gram Sechivaleyan that promotes village-level community self-sufficiency. Several village secretariats were one of the projects made by Y.S.R. Jagan Mohan Reddy during his prime minister's tenure.

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.

As the internship program organized by the government in order to select the aware and interact with working of department they selected.

Grame sechvalayam was the organized which I chose. The conditions between is to at year of age are eligible for A.P. grame Seelivedeyam exam the require educational qualifications are different according to the different posts.

These were some schemes are introduced in the government of Andhra Pradesh like YSR Amma vadi scheme YSR Rice card YSR Neevatani scheme YSR Vasathi Neeru etc... which helps the citizens of Andhra Pradesh to some end to here on basic education for the children. These schemes are applied to the people belonging to below poverty line [BPL] families in the states.

ACTIVITY LOG FOR THE FIRST WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	Dragon fruit	Dragonfruit is also known as pitahaya fruit	
Day -2	Tomato	health skin, prevents eye problems	
Day -3	reddy with uses	orange saline commonly known as rice rice on indr. rice is the	
Day -4	finger millet	Eleusine corne, finger mill etc. also known as rice in india	
Day -5	Sorghum	sorghum a genus of about 25 species of the grass family	
Day -6	guava fruit	any of various fruited woody tropical American trees of the use of the fruit is very common.	

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report: During the first week, we shall discuss about
these topics

* Dragon fruits, is also known as pitahaya fruit or
pitaya fruit

* It is a fruit central America, South America and
Asia. It has a light sweet taste or intense shape
and colour

* These seeds are small and edible that found in
kiwi fruit the size of dragon fruit varies but are
heart shaped

* Dragon fruit is often considered a tropical super food
because of its health benefits

* It has high in vitamin A it has proved to be
effective treatment for sunspots and eye spots

ACTIVITY LOG FOR THE SECOND WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Importance of RBK and Agriculture schemes	We know the RBK schemes & Agriculture schemes	
Day - 2	Discuss about the head Registration Rules	We learned the head Registration Rules.	
Day - 3	We are participated field work with veterinary Assistant	We observed the normal health check up to Animals	
Day - 4	Discuss about the Dr. Y.S.R. Arogya Sir card schemes	Minimum Qualification of the Y.S.R Arogya Sir scheme	
Day - 5	Introduction the farmers village by Agriculture Assistant	Introduction of farmers	
Day - 6	Discuss about the various types of medicines.	We learned the various medicines.	

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report: During the second week, we shall discuss about these topics

* Introduction to Agriculture and schemes on going in state related to agriculture

* Mover change after introduction of RBLs in village level

* We are discussing about the home to apply Land Registration with VRO Sir

* How to check the animals health status

* We learned about the conditions of the Pr. Y. SR Aregyesir schemes

* We participated child marriage class

ACTIVITY LOG FOR THE THIRD WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	prohibition of the child abusers	we know the Activity of child abusers	
Day - 2	we learned about the paddy harvesting by VAA	we know about process of paddy harvesting	
Day - 3	who deserve to apply YSR pension class by welfare & education.	we remembering that qualification Y.S.R pension	
Day - 4	Different types of Animal Diseases class by veterinary Assistant	we gained about the Animal Diseases	
Day - 5	conducted awareness among the farmers on paddy procurement	we arranged the farmers in chintale village	
Day - 6	we participated on village meeting	we observed this activity	

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report: During this week we should discuss about the topics:-

* Types of disease :- 1, Dengue
2, malaria
3, Typhoid
4, colic

* probability of child abuse with different types of methods

* we gain about the knowledge of permission categories

* Types of Animal Diseases:- 1, Foot and mouth
2, food & mouth diseases
3, Anthrax

*

* chintada village having an Agricultural horticulture are of 4-56 %

ACTIVITY LOG FOR THE FORTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Horticulture class by Agriculture Assistant	We know the horticulture crops	
Day - 2	Awareness programmes on child right	To know about the child right	
Day - 3	We know about the Government schemes by viewing the	We know about the Government schemes	
Day - 4	Survey of the crop loads with VRO sir	We give know headage of crop headle	
Day - 5	We learned the importance of libse by Agriculture Assistant	Infused for the we learned booking	
Day - 6	We discussed that sensor fogs are give that animals	We learned rules of the sensor fogs	

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report: During the fourth week we shall discuss about five topics:-

* different types of crops:- 1. paddy

2. Banana

3. maize

4. Tomato

5. green gram

6. coconut

We had identified various crops and their sowing times through out the year

* I had Apply on my own experience for sell portals in computer system

ACTIVITY LOG FOR THE FIFTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Reducing child marriage class by malite police madam	We know that defects the child marries	
Day - 2	We saw the pregnant lady doing her health check up by ANM	We observed Health precautions	
Day - 3	To participated on vaccination of Animal in chintada village	We observed the vaccination	
Day - 4	We discussing about YSR Amravadi & vidya deevena schemes	We acquire the knowledge of the schemes	
Day - 5	We heard the process of soil testing by	We know about the soil testing	
Day - 6	We attending cluster level touring programme	We know about the child society of education	

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

During the fifth week we should discuss about the topics:-

* paddy harvesting:- MTU 1061 & HTU 7029 manually grown varieties of paddy

* Learned the process of harvesting of paddy manually and saw harvesting with paddy reaper

* We participated in cluster level Training on child Right & child safety education for parents

* Y.S.R Anna vadi yearly 15,000/- Y.S.R vidya deevena, yearly of their college fees
Y.S.R vasathi deevena - yearly 20,000/-

ACTIVITY LOG FOR THE SIXTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	We learnt about the process seed testing by VAA	We know about seed testing	
Day -2	We discussing about cyber crimes	We know that nowadays cyber crimes is dangerous	
Day -3	To survey the Aranyashti cards in chintada village	How do survey Aranyashti cards	
Day -4	Learned overall about paddy combines harvester	We know the paddy combines	
Day -5	What are participated acid causes first acid causes with acid AHA side	We gain the know ledge important point	
Day -6	They said how to apply for land pass book	We required the knowledge about the pass books	

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

During the Sixth week we shall discussing about these topics:-

* Learned finally about paddy combine harvester which is feasible mostly for large farmers

* Who was apply the scheme of vehicle militia they follow of rules and regulation class by W E, EA Sir

* We get the more important content about scheme of vehicle militia

* We requiring the some knowledge for survey of Aragga Siri card scheme

* We know the main rules and regulations about apply the land pass on books and importance of the types of service.

ACTIVITY LOG FOR THE SEVEN WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	We learned YSR BMITMA classes by wep EA sir	We gain the knowledge about this scheme	
Day - 2	We were participated in conduct tests of wine of present women.	We require the some knowledge	
Day - 3	We discuss about sugar cane crop	It is the best commercial crop in chintala	
Day - 4	Explain about the position of land of farmers	We gained about knowledge on this	
Day - 5	How to cultivate gram by VAN	It is a best protein crop in chintala	
Day - 6	We learned about in reducing activity	We learned that activation	

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report: During the seventh week we shall discuss about the topics:-

* We get the knowledge of P.S.R BHIMA to shall submit data through website in our own

* conduct test of urine pregnant women for albumen and sugar and estimate their globin level at clinic in addition to recording Hb and blood pressure

* Learned about the working activity of paddy functioning of paddy knacker and logs in field farmers use 50 kg bags

* we learned about give mitigation & position certificates of land to the farmers.

ACTIVITY LOG FOR THE EIGHTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Transporting of paddy of Risk levels	We gain the some knowledge	
Day - 2	she explaining the how to maintain records in sachinlage me	We observing the records	
Day - 3	explaining the Mahila Sadhi Karam scheme	This schemes is very useful for women	
Day - 4	We participated in a wellness programme in schools for children	Knowing the important information	
Day - 5	We discuss about the healthy food for Animal	oneness of Health one the health food for Animal	
Day - 6	We discussed about the Rabbit crops	This best commercial crop there is maize	

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report: During the Eight week we shall discuss about these topics.

* To coordinate with the heads of the Education institution in the area and motivate the students who are irregularly in attendance or poor in student to improve his performance

* How to create awareness on government programs for the welfare of women and girl children through Mahila Sakti Kudva scheme was learned by

* What records have ANM Madam and MLC Importance of the records

* Transporting of paddy to miles through paddy processing centre set up at RBK level MSP of grade 'A' paddy 2040/- ~~50~~ 50 Kg
grade 'B' paddy 1632/-

ACTIVITY LOG FOR THE NINETH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	Transplanting of paddy at RBK levels	We gain the some knowledge	
Day -2	she explaining the how to maintaining records in sadivalayam	we observing the records	
Day -3	Explaining the malila sadlikevalha scheme	this schemes is very useful for woman	
Day -4	we participated in awareness programme in schools for childrens	knowing the important in for nation	
Day -5	we discuss about the healthy food for animal	Grass & Husk are the health food for animal	
Day -6	we discussed about the rabbit crops	the best commercial crop here is maize	

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

during the ninth week we shall discussing about these topics:-

⇒ We learned conduct population screening for hypertension / diabetes / common cancer i.e breast cancer and oral (women) and man for 1st & 2nd prostate.

⇒ We know the how to Allowed health & radiation certification to Animals.

⇒ We knowing how to manage law & order issues in chintada village area.

⇒ We learned how to maintaining and producing the government lands government gardens and government properties.

⇒ We know conducted overmess among farmers or partly procurement process which is my different from previous year.

ACTIVITY LOG FOR THE TENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	We gained knowledge on second term pulse crop	How the second term crop is Blackgreen	
Day - 2	Explaining about fodder development	We know about the important fodder	
Day - 3	How to motivate pregnant women for deliveries class by ANM	We know the valuable influence	
Day - 4	How to apply for KAL ayane Kanake in official	We know the way of apply for scheme	
Day - 5	Women safety class by Mahila police	We know the points about women safety	
Day - 6	How to maintenance of village Revenue Records class by KRO	We know the knowledge about village Revenue	

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

During the tenth week we shall discuss about these topics

⇒ we learned the concept of about Rice follow plan

⇒ motivate pregnant women of for institutional delivery or home delivery at birth

⇒ we know about how to maintenance of Village Revenue Records and all village Revenue records promptly and accurately

⇒ we learned how to protecting women in difficult-situation & how to improve women safety actions in village areas

⇒ we know the good knowledge about Karyemata scheme and we learned the Apply for this scheme in official website in our own with practically

ACTIVITY LOG FOR THE ELEVENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	We gained knowledge on sand test, paper	Here the second term crops is black green	
Day - 2	Explaining about Fodder developed	We know about the important Fodder	
Day - 3	How to native prege it women's Fodder class. by ANM	We know the valuable intal unite	
Day - 4	How to applied for Kalagan, Knahe in official	We know the way of apply for scheme	
Day - 5	women's satisty class by mahila police	We know the point about women satisty	
Day - 6	How to maintaince of village Revenue Record class VRO	We know the knowledge about village Revenue	

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

During the February week we shall discuss about these topics

* We acquiring the knowledge about how to also proposals for new pension to MPDO and how to send monthly reports to the MPDO

* We know the which are distributed in Banding programme and also which Ration give to animal also for their growth

* Counselling sessions to farmers against social stress management with help of stake holders

* We know some methods are more.

ACTIVITY LOG FOR THE TWELVETH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	How to conduct in the counselling session to Farmers classes	we involved in this meetings	
Day - 2	How to conduct the counselling session to Farmers	we participated in this meeting	
Day - 3	How to send proposal for Roseira and Mnd report to MPDS	we know the know ledge about sheep to MPDO	
Day - 4	we discussed about the platinum content of man	to make but all conditions two part solution	
Day - 5	we participated distribution things programme	we acquiring some in testing in this district	
Day - 6	VAA sir took class on vertibers nutrition for man	if regimens like (nitrogen) prog. was p.c.s.	

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

Gadapa Gadap mana prabakaran
The Gadapa Gadap mana prabakaran it
said is to great awareness among the
public the schemes and programmes of
the government to ensure that the benefit
reach the last mile benefited covering
all the slight beneficiaries and seek for
improvement and future improve the
service delivering. The MLAs would make
visit to the husband in their jurisdiction
as per the schedule finished by respectively
district collector within the limits at
grama word sachivalayare now that
benefit distribution process has been
[DBT] made especially with the
introduction of the on the water
callenders the state its three year
divided to completion at the process
and suggestions from the public
for process improvement and
future improve the service delivery

ACTIVITY LOG FOR THE THIRTEENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	we assumed how to conducting mahila mandal meeting	we learned about this meeting	
Day -2	we participated in a awareness seminar about crop programmes	we know about crop	
Day -3	How to conducting in fertility changes in village area	we improve our management skills	
Day -4	How to organisation the pre school class by wps committee	(same) we learn the same beautyful activities	
Day -5	we discussed organic Fertilizer	earth works are the friends	
Day -6	we discussed about poland	Here student are farmers	

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

Delivering al Dissius [atrans]
at a shortens position time

- ① Inverse at costs & vinone
- ② malation [cand]
- ③ Family number Corticals
- ④ Births & death Cansoms

Applying ation to selms to the digible
Condir post as Field Veritiation

- ① VSR poameum
- ② VSR chylkins
- ③ Rice card.
- ④ VSR Anna vadi
- ⑤ VSR vidyer Demona

Field Activity :- Pcton Distribution to
Holdas over steep by MOS

Field Activity :- Land reseroway using
"cepe local techvaleagy & Raxor
For acurawp in a main porint

ACTIVITY LOG FOR THE FOURTEENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	How to indentify the press for various welfare scheme	we know the process and scheme.	
Day - 2	we learned about karnate sugar scheme	1 year	
Day - 3	we discussed about Talakula	Free bore wells	
Day - 4	How to develop water gardens in village level	we know the development process	
Day - 5	to know your Cotions	Identifying ab Farmer.	
Day - 6	we discussed about Housing for poor	How various Padlandolki	

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

During the visit by Annwe visited school for any health issues and surrounding food adulteration. Also spoke to pregnant women for any difficulties observed the well being and kind look at people with an ANM

Also accompanied by mahila police visited house to educate the children for good touch and bad touch awareness for girl not being skip any harassment happened in school

About online session & survey are going on and participation and acquired knowledge about how a system works on Demand all the government

Acquired knowledge on digital literacy how applications are killed and concern welfare scheme of state government

ACTIVITY LOG FOR THE FIFTEENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	which interns learn the TMIR. list class by A+1A sir	we acquire by the important things this skill	
Day -2	what are the enviro if at bevelars	we know the benefit of environment	
Day -3	How to update one crop class by Agril sir	we know the about 2 crop we bite	
Day -4	Tay Teres tay the scheme.	Free supply of electricity	
Day -5	NFSM - National Food scouting mission 2 crop class		
Day -6	Polam paid	group ab form given to uniting enablers	

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

SHA - Service line Agreement
In gram ward Sachivalayam there are
more than 500 service each service is
having their own SLA

For eg:-

- ① Income Certificate - 7 days
- ② Caste Certificate - 38 days
- ③ Histination - 30 days
- ④ Rice card - 180 days

GPPP gram panchayat Development
programme it is a planning programme
for the development of the gram
panchayat

- sanitation planning
- Road repair planning
- street light position Repair

Fields:- For small schemes at
development acts in gram
panchayat band are being held
Gram Fund House properly in the

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.)

I experienced a very good working Environment with Projectual knowledge & kind at people in this organization all the staff are very punctual in attending the office they had show on internet in technology and how the system working and Administration activities are handled in procedural manner.

The time they spent for us in being working schedule opposite programmes

The digital Assistant are used for helping in learning Advanced and needs of this moment for accountability which keeps the system to set with

I am satisfied myself at this organization [Grama ward sachivalayam] protocols and working cultures Each work is synthetically

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

Applications Program - Digital Assistant
Field Verification - Welfare Assistant

Third party Verification - Administrative staff
Proc - Applied - VRO

Final - Applied - MPDG / MRO

Every one is using the technology bound work to avoid duplicity and ignore transparency in the eligibility of any scheme

- ① Bio-metric Devices
- ② Android smart phones
- ③ IRT's scanners
- ④ Face Authentication

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 achieved the real-time government product
Pradetime which is very realistic and gives
management confidence & long-acting skills

Every thing work in time is beloveted to
cant be Digital whole word is observing the
Activity & Decision making is very important

For going anything Firsty Practical Knowledge
and Secondary planning and then the
procedure for implementation.

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.,)

My Communication skills are modest and improved myself in Communication at different people in different places

My written Communication aspect improved it by writing evolution script
I thought my confidence level is very high and I will continue with the same

My Anxiety level are low I am very much patient and a listener to music which I feel anything I have more society modern job and it will be improved by Communication skill

I always greet every one when I see them & there wherever do good things

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

First Thing :-

- ① Handling at smart phones
- ② Bio - metric devices
- ③ IRIS Scanner.
- ④ Text Authentication programme.
which gives the realistic procedure.

Secondly :-

using E-pos machine in PD:

Thirdly :-

- using 'Capri' Run in hand Rs.
- using Drones in identification of marks.
in land alignment programme.

Student Self Evaluation of the Short-Term Internship

Student Name:		Registration No:
Term of Internship:	From:	To :
Date of Evaluation:		
Organization Name & Address:		

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 the Student

Evaluation by the Supervisor of the Intern Organization

Student Name: Term of Internship: From: Date of Evaluation: Organization Name & Address: Name & Address of the Supervisor with Mobile Number	Registration No: To :
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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

MARKS STATEMENT
(To be used by the Examiners)

INTERNAL ASSESSMENT STATEMENT

Name Of the Student:

Programme of Study:

Year of Study:

Group:

Register No/H.T. No:

Name of the College:

University:

Sl.No	Evaluation Criterion	Maximum Marks	Marks Awarded
1.	Activity Log	10	10
2.	Internship Evaluation	30	20
3.	Oral Presentation	10	10
	GRAND TOTAL	50	40

Date: 18/7/23


Signature of the Faculty Guide

EXTERNAL ASSESSMENT STATEMENT

Name Of the Student:

Programme of Study:

Year of Study:

Group:

Register No/H.T. No:

Name of the College:

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	20
3.	Viva-Voce	50	40
	TOTAL	150	130
GRAND TOTAL (EXT. 50 M + INT. 100M)		200	170

Signature of the Faculty Guide



Signature of the Internal Expert



Signature of the External Expert

P. Ch. Venkataiah
18/07/20

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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