

# 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:-

Choppada Revathi

Name of the College:-

Government Service college (men)

Registration Number:-

2022001049024

Period of Internship:-

From 12/12/22 to 16/3/2023

Name & Address of the Intern Organization

Education Department  
and schools

Dr. B.R.Ambedkar University

YEAR

# An Internship Report on

## Education department

(Title of the Semester Internship Program)

Submitted in accordance with the requirement for the degree of

Under the Faculty Guideship of

Dr. Prameela

(Name of the Faculty Guide)

Department of

Botany

(Name of the College)

Submitted by:

Govt. degree college for men (srivakulam)

(Name of the Student)

Reg.No: 2022001049021

Department of Botany

government degree college (men) sklm

(Name of the College)

## Student's Declaration

I, Ch. Revathi a student of Education Program, Reg. No.2022001049021 of the Department of Botany College do hereby declare that I have completed the mandatory internship from \_\_\_\_\_ to \_\_\_\_\_ in Education Department (Name of the intern organization) under the Faculty Guideship of Dr. Prameela (Name of the Faculty Guide), Department of Botany, Gout Degree (men) SriKakulam (Name of the College)

*chippada Revathi*  
(Signature and Date)

## Official Certification

This is to certify that Ch. Revathi (Name of the student) Reg. No. 2022001049021 has completed his/her Internship in Education (Name of the Intern Organization) on Education (Title of the Internship) under my supervision as a part of partial fulfillment of the requirement for the Degree of Botany in the Department of ANC (men) SriKakulam (Name of the College).

This is accepted for evaluation.



T. Jayaparai Revu  
(Signature with Date and Seal)  
**MADHUPURAM**  
G. Sigadham Mandala,  
Srikakulam Dist.

Endorsements

*Faculty Guide*

*Head of the Department*

*Principal*

## Certificate from Intern Organization

This is to certify that Ch. Revathi (Name of the intern)  
Reg. No 2022001049021 of Civil degree College (man) (Name of the  
College) underwent internship in Education (Name of the  
Intern Organization) from 07/12/2022 to 6/3/2023

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

P. T. Jayagan Rew  
Authorized Signatory with Date and Seal  
K.P.U.P. SCHOOL  
MADHUPAM  
S. Sigadham Mandir  
Srikakulam 533

## Acknowledgements

This school internship report is a the result of an end of a way of four months It could 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 every opportunity to keep my step ahead

I am indebted to my college teachers and the principal for their vision encouragement and ensuring contagious interest in the internship.

Our sincere thanks to our Director. B.P.Venkatarao and principal Jayaram,

We greatly indebted to our guide Mr. P. SURESH Kumar Department of computer science, SUN DEGREE COLLEGE, SRIKAKULAM.

Special thanks must be given to the teachers and students of Kintali MPPS School, Madhupam, G. Sigadum mandal, Srikakulam for their feedback, love and support with which I achieved skills and developments

## 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 of education. I visited the place in MPUP madhupur. I choose education department to know the correct status of the education and difference from past few years I spent a day with children and I learn and observed many things. the introduction is very friendly and very valuable. Through this internship, I get to know there are some other decided areas which has to improved. I interacted with the children and let them to know their problems and what they are facing through i gave a friendly interaction and taught some lessons to them and I gave few suggestions to improve them, which should be clear by government there are some other decided areas which has to improved them.

## 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 Kishor madhupam in madhusudan mp.up school education department plays an important role in every sector. I served many things in school that the children every friendly and more valuable. I spent nearly 8 hours with that children and I got to know that students performing was very poor. The students care about to understand the basic things.

I played a few role in school. I am planned to develop and improve the education system with my knowledge to give the best students.

### 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 PANCHAYAT JAMVUP School madhuPam in the department of education I worked in the government school and i taught lessons to the students I used the back board and chalkpiece and taught the basic lessons.

I performed some tasks with the children so that to encourage their capability. I performed weekly tasks to the children this part of internship more knowledge as I learned more knowledge and I learned few things to change in school.

This internship takes 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 day as a teacher introduction for 6th and 7th class students.	It was a great experience for me to interact with them.	T.S
Day -2	I went to 7th class and asked some basic question regarding maths to the students.	I have been prepared and come to know about teaching in own ways.	T.S
Day -3	Again, I was sent to 6th class and they are very excited to know about me.	I noticed the curiosity in each and every student.	T.S
Day -4	I went to 7th class and taught them common English and tenses.	This day I came to know how to deal with the children.	T.S
Day -5	I was sent to 6th class and made them to study English question and answers.	I came to know about their educational standards.	T.S
Day -6	I have interacted with 7th class student for some activities.	I do sensed their mind set and way of behavior and active participation.	T.S

## 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.

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 their performance and knowledge.

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

### ACTIVITY LOG FOR THE SECOND WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I went to 6th class and I have observed that some students needs to be discipline.	I come to know that how to control students to be in discipline.	TSL
Day - 2	I went to 7th class and asked them needs to be which way will interactive	I noticed about their life styles girls and their problems	TSL
Day - 3	I taught 6th class, a tongue lesson in my own way of teaching	I have made them to read the lesson in their own mother tongue	TSL
Day - 4	I have gone to 7th class and made to tell about poems and stanzas.	I Learned how to communicate and management with every student	TSL
Day - 5	I have taught the 7th class students about how to behave at particular places.	I come to know about mentoring in behaviour aspects	TSL
Day - 6	I have conducted some activities to 6th class students regarding these subjects.	I learned how to teach in a appropriate manner	TSL

## WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

In this write week I have observed the students about their performance in students 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 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 about how the 8th class students consciousness on how to live in a society	I have known so many new things that kids think about place and society.	T&Q
Day - 2	I have taught 9th class students about English grammar and tenses	I have developed my communication and mentoring skills very well	T&Q
Day - 3	I have conducted a fun activity to 8th class where all the very well	I get to know about teaching new things to the students	T&Q
Day - 4	I have helped the teachers and staff members in their respective works	I come to know about the working of teachers and staff	T&Q
Day - 5	I have taught 10th class student about maths theorems	I have learned to teach about how to solve difficult problems	T&Q
Day - 6	I have taught biology lesson for 9th class in practically	I have learned to teach in practical way	T&Q

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

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

**ACTIVITY LOG FOR THE FORTH WEEK**

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I have taught maths chapters to 8th and 9th class students	I have developed my teaching skills, the students too are good	TSR
Day - 2	I have conducted a game for exploring their talent for both class	I have interacted with students and helped them in their doubts	TSR
Day - 3	I have checked about Every class Environment and the sanitary facilities and water supply	I have become to know about few problems in school.	TSR
Day - 4	I have interacted with Students regarding their problems in school and gave some solutions	I tried to solve students problems at a possible level	TSR
Day - 5	I have taught 8th class students about cell system	I have deal with 8th class students digital copy	TSR
Day - 6	I have taught 9th class about ESRW skills	I have increased my communication skills.	TSR

## 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, communication managing and team participation skills when compared to the previous three weeks.

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

The students also have been well performing with good rate.

**ACTIVITY LOG FOR THE FIFTH WEEK**

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	I have taught 7th class about discipline followed in classroom	I have interacted with the student about disciplining	TSR
Day -2	I have taught the 8th class students about seminar skills.	I have tried to teach the students about seminar classes	TSR
Day -3	I have interacted with 10th class students through digital way	I have accessed learning through digital device in the school	TSR
Day -4	Sankranthi Holidays		TSR
Day -5	Sankranthi Holidays		TSR
Day -6	Sankranthi Holidays		TSR

## WEEKLY REPORT

WEEK - 5 (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 learnt so many things in this journey. I have developed my communication skills, managing skills, interactive skills, teaching skills and other skills and 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, writer and mostly as an interviewer in the work place.

**ACTIVITY LOG FOR THE SIXTH WEEK**

<b>Day &amp; Date</b>	<b>Brief description of the daily activity</b>	<b>Learning Outcome</b>	<b>Person In-Charge Signature</b>
Day - 1	Sankranthi Holidays	—	TQ
Day - 2	Sankranthi Holidays	—	TQ
Day - 3	Sankranthi Holidays	—	TQ
Day - 4	I taught the 9th class students about English Lessons.	The students have learned and doing good in studies.	TQ
Day - 5	I have taught two 7th class about General Science	The students are doing well	TQ
Day - 6	I have interacted with all students about Previous status and present status.	I have known so many things in this week.	TQ

## WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

In this week the students are very happy for Enjoying sankranti holi - days and after holidays they are very active and showing interest towards learning new things.

I have also observed about the teachers caring and interest towards the students and knowing how they celebrated pongal. And how they enjoyed in Pongal holidays

### ACTIVITY LOG FOR THE SEVEN WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I want to catch and asked them about basic grammar in Telugu.	I have managed the students to read their mother language.	T&R
Day - 2	I taught 8th class, Telugu lessons and poems.	I just know them how they read the poems of telugu.	T&R
Day - 3	I went to 10th class and did an activity for the students based on communication.	I come to know about communication and management with students.	T&Q
Day - 4	I have taught 7th class about good touch and bad touch.	I have taught incidents that happened in society.	T&R
Day - 5	I have conducted an activity for 6th class like a competition based on names.	I have taught subjects in an appropriate manner.	PQ
Day - 6	I want to 10th class and taught them about self confidence and self esteem.	I have taught how important our confidence in society.	T&Q

## WEEKLY REPORT

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

**Objective of the Activity Done:**

**Detailed Report:**

In this entire week, I have observed about the students, their performance in studies. And i know the capability to students.

I have discussed about how to be good and become better in academic performance. I taught about self confidence and self esteem and their importance in everyone's life.

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

**ACTIVITY LOG FOR THE EIGHTH WEEK**

<b>Day &amp; Date</b>	<b>Brief description of the daily activity</b>	<b>Learning Outcome</b>	<b>Person In-Charge Signature</b>
Day -1	I have taught 8th class lesson for 7th class in a creative way	I get to form a team teaching new students.	TQR
Day -2	I have taught 8th class about work on history	I have learned to teach in a practical way	TQR
Day -3	I have checked about the audience for 10th class to give in Society	I come to know about their mind sets and tendencies	TQ
Day -4	I have taught 8th class special lesson about salik karib corz	I can know about their living protection to them about	TQR
Day -5	I have conducted a fun activity to the 6th class. 6th to 8th the students use participated in my room	I understand my concentration maintaining chess	TQR
Day -6	I have participated in 8th class physical going like Tennis, Badminton etc.	I came to enjoy their active participation in games.	TQR

## WEEKLY REPORT

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

**Objective of the Activity Done:**

**Detailed Report:**

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

And I have integrated with the students - very close and very well. I have also tried to teach the students so that feel like they are in a open space.

I have also worked with games teacher which made me know things that happen in school ground.

### ACTIVITY LOG FOR THE NINETH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I have taught maths lesson for 10th class and ask them formally	I have developed my teaching and I think they are too good	TSL
Day - 2	I have conducted a game for exploring their talent 9th class.	I have interacted with students and helped them in their clubbing	TSL
Day - 3	I have interacted with students regarding their problems in school and gave some solutions	I tried to solve students problems at a possible level.	TSL
Day - 4	I have checked about every class environment the sanitary facilities and water	I have to come to know about how problems in school.	TSL
Day - 5	I have taught 10th class students about Disaster management	I have deal with 10th class students in a digital way	TSL
Day - 6	I have taught 9th class about first and second world war	I have increased my communication skills	TSL

### WEEKLY REPORT

WEEK - 9 (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 participation skills when compared to the previous three weeks.

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

The students also have been well performing with good rate.

**ACTIVITY LOG FOR THE TENTH WEEK**

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I have helped the teachers and staff members in their respective works.	I come to know about the working at teachers and non-teaching staff.	TSR
Day - 2	I have helped 6th class students for doing their crafts.	I come to enjoy such activities while doing crafts.	TSR
Day - 3	I have helped 7th class students for Painting their drawing.	It was a great day for Experience such cute things with them.	TSR
Day - 4	I conducted an exam for 8th class based on arithmetic problems.	The students are doing well with their own progress.	TSR
Day - 5	I conducted an I have taught 6th class poems in telugu and english	The students have learned and doing good in students	TSR
Day - 6	I have interacted with all students and present talents	I have known so many things in this journey	TSR

## WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

In this week, I have developed my skills of teaching skills. I have come to know that I have learnt so many things in this journey. I have developed my communication skills, managing 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 learnt about being a teacher earlier and mostly as an internal in the work place.

This week I participated in craft class and drawing class also. It gives a beautiful experience.

**ACTIVITY LOG FOR THE ELEVENTH WEEK**

<b>Day &amp; Date</b>	<b>Brief description of the daily activity</b>	<b>Learning Outcome</b>	<b>Person In-Charge Signature</b>
Day - 1	I helped the maths teacher for conducting a test for 10th class	I have a great work with the teacher and really helpful.	TSho
Day - 2	I helped the yoga teacher for doing some new Asanas to 6th class	working with Yoga Sir is really blessed and great experience within	TSho
Day - 3	I have checked the Notes ab Telugu Hindi for 6th class	I come to know they are really doing well with neat handwriting.	TSho
Day - 4	I have taught General Science for 7th class in a practical way	I have learned to teach in Practical way	TSho
Day - 5	I have conducted some new activities for 8th class students	I have learned some more but gives job to Students	TSho
Day - 6	Again i was sent to 8th class and conducted a meeting for science day	By giving lectures gives me a great experience	TSho

## WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

In this entire week, I have conducted some sessions with the help of subject teachers. And also knowing some of my doubts.

I come to know to taught some languages like Telugu-Hindi, English to the students and knowing their skills and their capability. And also conducted a meeting about to design a project for science day.

I have developed my skills through this meeting.

**ACTIVITY LOG FOR THE TWELVETH WEEK**

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I went to 9th class and taught about science and its importance. in our life.	knowing about some facts and also importance	TSL
Day - 2	It was a science day celebration the day for CV RAMAN and presenting some projects by students	I come to know the talent of students big Presenting Projects	TSL
Day - 3	I have taught 7th class about how to behave with elders and your seniors	I have to come to know about mentoring in behaviour aspects	TSL
Day - 4	I have taught 8th class about mensuration cycle and the rain behind it	I have to come to know about wild life and its life cycles	TSL
Day - 5	It was world wildlife day . knowing and diving semi now to 6th and 7th class students	I have to come to know about wild life and its life cycle .	TSL
Day - 6	I have conducted an activity for 10th class students on social students	I have to come to know about great history	TSL

## WEEKLY REPORT

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

**Objective of the Activity Done:**

**Detailed Report:**

In this entire week, I have participated in national science day event and also round table day. It was a great experience to me. And it was a great opportunity to me by sharing my thoughts in that special events. totally i learn that some students are very active and thirsty of knowledge. They grab the points while doing seminars.

I taught about our behaviour and mensuration cycle. It helps them how to behave with others.

**ACTIVITY LOG FOR THE THIRTEENTH WEEK**

<b>Day &amp; Date</b>	<b>Brief description of the daily activity</b>	<b>Learning Outcome</b>	<b>Person In-Charge Signature</b>
Day - 1	I have helped the drawing teacher for women project work	I have to know about the colors and shades of painting	TSReo
Day - 2	I have taught the greatness of women in everyone's life	I have to know the outcome by knowing the rights of women.	TSReo
Day - 3	—	—	
Day - 4	I have taught 10th class students about maths tricks to help them in public examination.	I have learned to teach about how to solve mathematical problems	TSReo
Day - 5	I have taught 9th class students for English grammar and prases	I got to know about teaching new things to the students.	TSReo
Day - 6	I have taught Hindi for 8th class students	I have learned to teach them by attractive way	TSReo

## WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

In this week I have developed my ability and knowledge and also participated in drawing work and painting.

I come to know few great things that the power of a women in our like society mostly attractive speech given by Telugu teacher about motherhood it gives a big motivation to us.

I have learned to teach in a new way and trying to attract the students by my skills.

**ACTIVITY LOG FOR THE FOURTEENTH WEEK**

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	I went to study hours for the preparation of formative assessment Telugu	I come to clarity their doubts on Telugu	TsReo
Day -2	I went to study hours for the preparation of formative assessment Hindi	I come to clarity their doubts in Hindi	TsReo
Day -3	I went to study hours for the preparation of formative assessment English	I come to clarity their doubts on maths	TsReo
Day -4	I went to study hours for the preparation of formative assessment maths	I come to clarity their doubts on science.	TsReo
Day -5	I went to study hours for the preparation of formative assessment Science (P.S N.I.S)	I come to clarity their doubts on science (P.S N.I.S)	TsReo
Day -6	I went to study hours for the preparation of formative assessment Social studies	I come to clarity their doubts on social.	TsReo

### WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

In this week the students are fully busy by the preparation of formative assessment and also they performed in their examination very

I am very pleased that I am trying to clarify their doubts. I try to solve their doubts much better. I try myself very well.

Especially this week satisfies myself. I am also learned many things while clarifying their doubts.

During this period I just know my self more and how to develop my personality and how to mingle with students.

I learnt about being a teacher and mostly as an instructor in the work place.

## 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.)

This school internship Patens work environment is one of the aspects of intern's quality addressed in this report the people at PPS PLN ZPPS School, Madhupur, were a good interactive staff. we were given a desk for our work and with basic things like chalk & pieces, our rule is to enhance the students. Observe them and and any other negative, analyse all activities by students and staffs our timings are from 9:00 AM to 4:00 PM (morning to evening)

The headmaster and the teachers are very polite and humble to me. the students are very friendly and interactive which made me sociable with them very easily. The other interns were also very cooperative in work we are the interns as a team were very active and focused in the work we were also given space for our process. which made our internship very useful for us.

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

There are some technical skills i have acquired from this internship.

I have known about how to put my knowledge and skills into practice such as mentoring. I learned how to communicate and built relationships with the people I worked. I learned that every department or organization has its own culture, I quickly learned that every company has its own culture as a inter, I discovered its essential to be enthusiastic and open to learning new skills. I learned that its important to communicate with teachers, Head master if I have any doubt.

Asking and reading feedback is very important it is essential to take note of both the positive and negative points for future, I learned that sometimes asking for feed back or receiving feed back is difficult to hear but it will have a significant impact on your <sup>Page No</sup> future career and success.

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

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

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

We have kept notes for observing everyone improvement weekly with we will always discuss about all pros 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 in future. As per the final day we have discovered about 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 in this internship at P.M.P.U.P School madhupuram G.Sigadarn mandal Srikakulam

As we have been interaction with each other students we have interacting with improvement of our oral communications written communication as we are assigned to class rooms At first day we may feel tense, but now we are confident while communication as we converting understanding others.

we also come to getting understood by others we improved our speech skills from prepared level to extempore level we have developed few teaching skills in our way which made students better.

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

Team work is one of the most taught after skills in the workplace we, the interns at M.P.O.P school kinda formed as a team to enhance and improve our work in an efficient way

firstly as we have no familiarity with each other gradually it took time and we have also become a supportive team.

every week one of us will lead the team to take leadership we have discussed with each other about work performance.

working as a team members and also as a leader made me known about how to work as a team member its role in the team in my may to interact, co-operate and manage them as a unity in every activity. It gave me experience and knowledge about teamwork.

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 transformations at schools.

The M.P.U.P school, Kintali at Srikakulam uses devices in the procedure. The head master updates the information at school through smart phone. They scan faces of the students for checking every teacher and head master of school make their attendance through face scan method.

There is a smart TV which can be used for teaching practically for students more than academic syllabus in both Telugu and English medium. When compared to previous systems that are followed by our school it is very enhanced, upgraded and enriched in every standard. We have also used the technological devices for our tasks related to internship even, when the students are learning from school it is also recorded under head master vision and is documented.

### *Student Self Evaluation of the Short-Term Internship*

Student Name: Ch. Revathi

Registration No: 202200104921

Term of Internship: Education From:

To :

Date of Evaluation:

Organization Name & Address: MPUP school (madhupam)

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:

Ch. Revathi  
Signature of the Student

*Evaluation by the Supervisor of the Intern Organization*

Student Name: Ch. Revathi	Registration No: 2022 CO/01/7021
Term of Internship: From _____ To _____	
Date of Evaluation:	
Organization Name & Address: Education (M.P.U.P School madhupam)	
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:

T. Jeeagan Rao  
 Signature of the Supervisor  
 HEADMASTER  
 K.P.U.P. SCHOOL  
 MADHUPAM  
 G. Sigadham Mandalam  
 Srikantham Dist.



## **EVALUATION**

**MARKS STATEMENT**  
**(To be used by the Examiners)**

## INTERNAL ASSESSMENT STATEMENT

Name Of the Student: C h. Revathi

Programme of Study: 3rd year (B.Sc)

Year of Study: 2020 - 2021

Group: B.Sc (ITM)

Register No/UT. No: 2022001049021

Name of the College: Govt. degree college (men) Srikakulam

University: Ambedkar University

SLNo	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: Ch. Revathi

Programme of Study: II<sup>nd</sup> year (B.Sc)

Year of Study: 2020-21

Group: B2C

Register No/I.I.T. No: 2022001049021

Name of the College: Govt-degree college (men) Srikakulam

University: Ambedkar 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	
<b>GRAND TOTAL (EXT. 50 M + INT. 100M)</b>		200	

Signature of the Faculty Guide

T. Jayachari Reddy

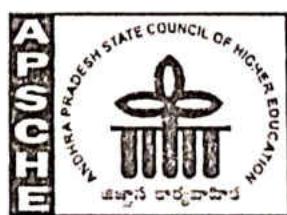
Signature of the Internal Expert.

MADHUPAM

G. Sugadam Mendes  
Srikakulam Dist.

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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Atmakur (V) Mangalagiri (M), Guntur, Andhra Pradesh, Pin - 522 503

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