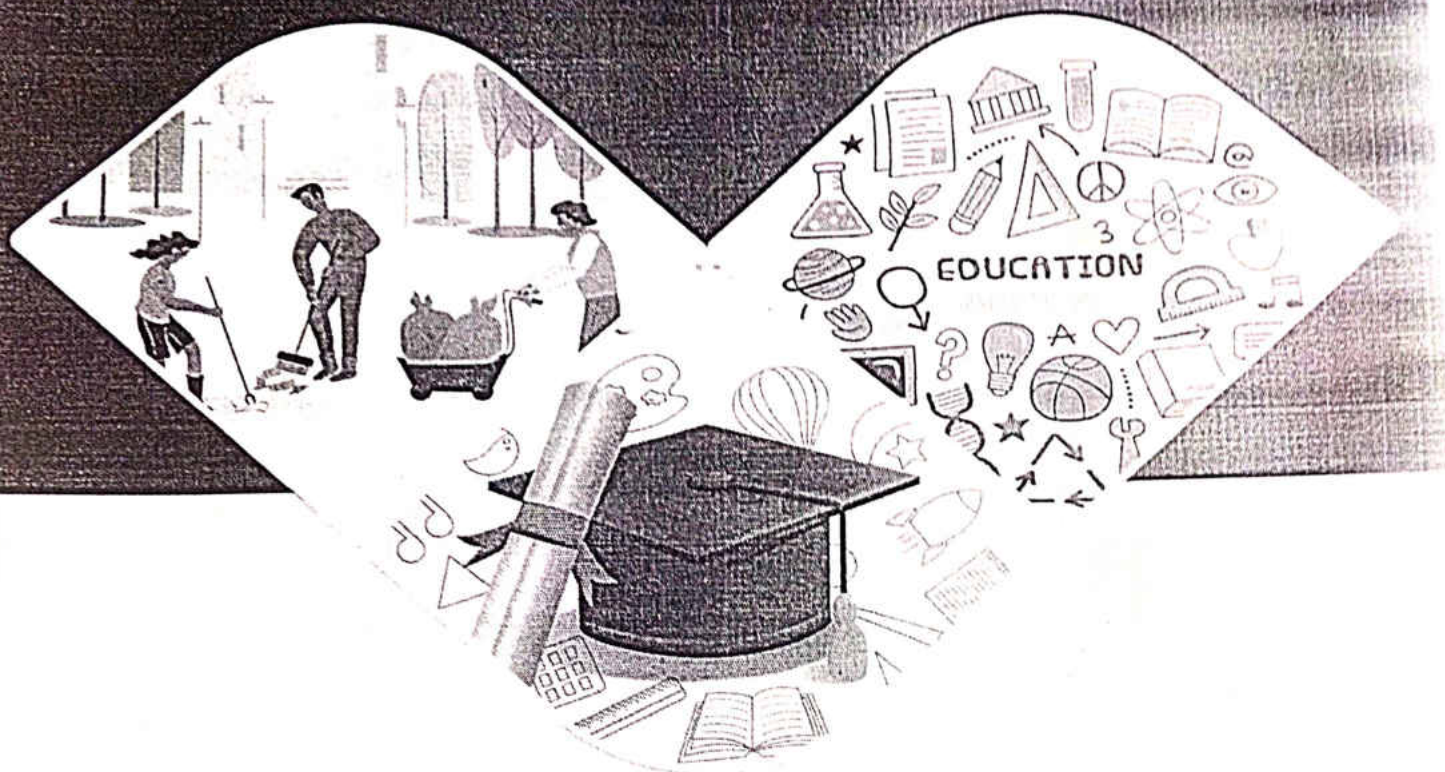


Model Program Book



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:

Kottarola Sindhu

Name of the College:

Anna Degree College [mem]

Registration Number:

252200104176211

Period of Internship:

From: 17-12-22 To: 18-3-23

Name & Address of the Intern Organization

High School (Education)
Department
Faried peta

University

YEAR

An Internship Report on

Department of Education

(Title of the Semester Internship Program)

Submitted in accordance with the requirement for the degree of

Under the Faculty Guideship of

Dr. priameela

(Name of the Faculty Guide)

Department of

Govt. Degree college (men) SKLM

(Name of the College)

Submitted by:

Kottakota Srideni

(Name of the Student)

Reg.No: 2022001049041

Department of Botany

Govt. Degree collage (men) SKLM

(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.

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Student's Declaration

I, Kottakota Srideni a student of _____
Program, Reg. No. 202200164941 of the Department of Botany
College do hereby declare that I have completed the mandatory internship
from 12-12-22 to 18-3-23 in MPP School (Name of
the intern organization) under the Faculty Guideship of
Dr. R. Prameela (Name of the Faculty Guide), Department of
Botany, Govt. Degree College [mem] SKM
(Name of the College)

K. Srideni
(Signature and Date)

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- 1) Title page
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- 14) evaluation by the supervisor
- 15) Internship photos and videos
- 16) Internal and external evaluation.

Official Certification

This is to certify that Kottakota Srividya (Name of the student) Reg. No. 2022001049041 has completed his/her Internship in MPP School (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 - Botany in the Department of Govt. Degree College (Name of the College).

This is accepted for evaluation.

Endorsements

Faculty Guide

R. Pragna

Head of the Department

MS

Principal



R. Duryodhanudu

Head Master
M.P.P. School
Fareedpeta
Etcherla (Mandal)

Certificate from Intern Organization

This is to certify that Kottakota Sudeni (Name of the intern)
Reg. No. 2022001047041 of Govt. Degree College (Name of the
College) underwent internship in M.P.P. School (Name of the
Intern Organization) from 12/12/2022 to 18/3/2023

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

R. Dnyodhanu
Authorized Signatory with Date and Seal
Head Master
M.P.P. School
Fareedpeta
Etcherla (Mandal)

Acknowledgements

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

First and foremost, I would like to give special gratifiers to my parents who give me every opportunity to keep my step a head.

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

Our sincere thanks to our director principal P. Sureka mam, Govt Degree college, Srikakulam.

We greatly indebted to our guide Dr. R. Prameela, Department of Botany, Govt. Degree college Srikakulam.

Last and most importantly, I would like to all those who made this report possible and become a reality with their kind assistance.

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 SPPS Kintail. I choose education department to know the current status of 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 got to know the 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 I taught some lessons to them and I 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 Kintali in Kintali. P-LV ZPP school education department plays an important role in every sector. I observed many things in school that the children are beyond lack of knowledge. My interaction with students every friendly and more valuable. I spent nearly 8 hours with that children and I got to know that students performing was very poor.

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 ZPH school Fareedpeta. In the department of education. I worked in the government school and I taught lessons to the students. I used the black board and chalk piece and taught the basic lessons.

I performed some tasks with childrens, so that to encourage their capability. I performed weekly tasks to the childrens. 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 my first day I have conducted self introduction. for 1 st class students.	It was a great day as a teacher and it as a better experience to me.	V. Lami
Day - 2	I went to 2 nd class and asked some basic question regarding me as to the students.	I have been prepared and come to know about teacher few ways.	V. Lami
Day - 3	Again, I was sent to 1 st class and they are very excited to know about me.	I noticed the curvasty in each and every student.	V. Lami
Day - 4	I went to 2 nd class and taught them common english and Tenses.	This day I come to know how to deal with children.	V. Lami
Day - 5	I was sent to 1 st class and made them to study english quest and answers.	I come to know about their education students.	V. Lami
Day - 6	I have interaction with 2 nd class students some activities.	I do served there mind set and participation.	V. Lami

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 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 knowadge.

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

ACTIVITY LOG FOR THE SECOND WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I went to 1 st class and I have observed that some students need to be discipline.	I come to know that how to control student to discipline.	V. Lamy
Day - 2	I went to 2 nd class and asked them about their goals which was interactive.	I noticed about goals and their problem.	V. Lamy
Day - 3	I taught 1 st class. a telugu lesson in my own way to teaching.	I have made them to read own mother tongue.	V. Lamy
Day - 4	I have sent to 2 nd class and made to tell about poems and stanzas.	I learned how to communicate with every student.	V. Lamy
Day - 5	I have taught the 1 st class students about how to be places.	I come to know about mental and physical aspects.	V. Lamy
Day - 6	I have conducted some activities to 2 nd subjects.	I learned how to teach a appropriate.	V. Lamy

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

In this week, I have observed the students about their performance in studies and their capabilities too. I have discussed with them about how to study and manage their academic performance.

I have conducted some new activities regarding 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 the 3 rd class students awareness on how to live in a society.	I have know kinds thinks about their and society.	V. (am)
Day - 2	I have taught 4 th class students about english and Teness.	I got to know about teaching to the students	V. (am)
Day - 3	I have conducted a 3 rd have partici pated very well.	I have develope ed any communi caton mento ring well.	V. (am)
Day - 4	I have helped the in their res pective works.	I come to know about the working teachers and students.	V. (am)
Day - 5	I have taught 5 th students about maths theorems	I have learned to teach about how to solve problem.	V. (am)
Day - 6	I have taught biology cesson for 4 th practicaly.	I have learned to teach in practical way.	V. (am)

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 reported government teachers parents about the situations, problems, parents etc. I have also tried to teach the students so that they feel like they are in a open space.

I have also worked with teachers and staffs work which made 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 4 th and 2 nd class students.	I have deepened my teaching skills as the students are good.	V. (am)
Day - 2	I have conducted a game for exploring their talent for 5 th class.	I have interacted with students and helped them in their doubts.	V. (am)
Day - 3	I have checked about every class environment the sanitary facilities and water supply.	I have to come to know about few problems in school.	V. (am)
Day - 4	I have interacted with students regarding their problems in school solutions.	I tried to solve students problems at a level.	V. (am)
Day - 5	I have taught 8 th class student about cell system.	I have deal with 8 th class student digital way.	V. (am)
Day - 6	I have taught 5 th class about LSKW skills.	I have increased my communication skills.	V. (am)

WEEKLY REPORT

WEEK - 4 (From Dt. to Dt.)

Objective of the Activity Done:

Detailed Report:

In this week, I have deepened my skills such as teaching, mentoring, communication skills when compared to the previous three weeks.

I have also observed about the school environment, students performance and I had 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 state.

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 3 rd class about discipline followed in classroom.	I have interacted with the student about disciplinary.	V. (am)
Day -2	I have taught the 4 th class students about seminar SKILLS.	I have tried to teach seminar classes.	V. (am)
Day -3	I have interacted with 5 th class students through digital way.	I have accessed learned the service the school.	V. (am)
Day -4	sankranti holidays		
Day -5	sankranti holidays		
Day -6	sankranti holidays		

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 by communication skills. managing skills Interactive skills Teaching skills and other enhanced me very well.

I came to know few good things and also some problem which I have tried to solve and made better out of it.

I learn about being a teacher, writer and mostly as an internal in the work place.

ACTIVITY LOG FOR THE SIXTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	San Kranthi - 10 th days	—	
Day - 2	sankranthi holidays	—	
Day - 3	sankranthi holidays	—	
Day - 4	I taught the 4 th class students about english lessons.	The students have learned good in students.	V. (am)
Day - 5	I have taught the 5 th class about general science.	The students are doing well	V. (am)
Day - 6	I have interacted with all students about previous students.	I have know so many things in this week.	V. (am)

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 holidays. 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 went to 4th and asked them about Basic grammar in Telugu.	I have managed the students mother lang uge.	V. (Amr)
Day - 2	I taught the 5th class, Telugu lessons and poems.	I just know them how they proms of Telugu!	V. (Amr)
Day - 3	I went to 3rd class about good touch and bad touch.	I come to know about management with students.	V. (Amr)
Day - 4	I have taught 2nd class about good touch and bad touch.	I have taught subjects in an manner	V. (Amr)
Day - 5	I have conducted an activity to 1st month names and spellings.	I have taught + how important in society	V. (Amr)
Day - 6	I went to 5th class and taught them about self esteem.	I have taught how important in society.	V. (Amr)

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 students and know the capability of students.

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

I have completed some new activities regarding their syllabus and created an very active in group activities and in class too.

ACTIVITY LOG FOR THE EIGHTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I have taught 11th lesson for 1st class creative way.	I got to know about teaching new things students.	V. (Am)
Day - 2	I have taught 5th class about works and to beget.	I have learned to teach in a practical way.	V. (Am)
Day - 3	I have checked about the awareness for live in maths.	I come to know about their mind and knowledge.	V. (Am)
Day - 4	I have taught 4th class EVS lesson about Kabi.	I come to know about their huge participation.	V. (Am)
Day - 5	I have conducted a fun activity to the 5th class where all the well.	I have developed any communication skills very well.	V. (Am)
Day - 6	I have participated in some physical games like Tennis, Badminton.	I came to enjoy their active participation.	V. (Am)

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 also interacted with the students very close and very well. I have also tried to teach the students so that they feel 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 5th class and ask them formulae	I have developed my teaching the students are too good.	V. (mm)
Day -2	I have conducted a game for exploring their 4th class.	I have interacted with student them in their doubts.	V. (mm)
Day -3	I have checked about every class environment water supply.	I have to solve students problems at a possible.	V. (mm)
Day -4	I have interacted with students regarding their game some solutions.	I have deal with class student a digital way.	V. (mm)
Day -5	I have taught 5th class students about disaster management.	I have deal with 5th students digital way	V. (mm)
Day -6	I have taught 4th class about first and second word.	I have interacted communication skills.	V. (mm)

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

I have also observed about the school environment students performance and I have also interacted with them and gave advice and get tried to solve them in other ways 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 of teachers non-teaching.	V. (am)
Day - 2	I have helped 1st class students for doing their carfts.	I came to enjoy such little things while doing carfts.	V. (am)
Day - 3	I have helped 2nd class students for painting their drawing	It was a great day for experience such cute them.	V. (am)
Day - 4	I conducted an exam for 3rd class based on arithmetic problems.	The students are doing well their own perception.	V. (am)
Day - 5	I have taught 1st class for poems in the Urdu and English.	The students have learned and doing good in students.	V. (am)
Day - 6	I have interacted with all students about previous student	I have known so many things in this journey.	V. (am)

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

In this week, I have developed my skills such as 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 came to know few good things and also some problems which I have tried to solve and made better out of it.

In this week, I participated in craft class and drawing class also it gives a beautiful experience.

ACTIVITY LOG FOR THE ELEVENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I helped the maths teacher for conducting a test for a 5th class.	I have a great work with the teacher and really helpful.	V. (Signature)
Day - 2	I helped the yoga teacher for doing some new to 5th class.	working with yoga is really blessed and fun.	V. (Signature)
Day - 3	I have checked the notes of Telugu Hindi for 6th class	I came to know they are really doing well with neat hand.	V. (Signature)
Day - 4	I have taught general science for 3rd class practical way.	I have learned to teach in the practical way.	V. (Signature)
Day - 5	I have conducted some new activities for 4th class students	I have learned some more fun gives joy to students.	V. (Signature)
Day - 6	Again, I was sent to 4th class and conducted to science day	By giving lect we gives me a great experience.	V. (Signature)

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

In this entire week I have conducted some exams with the help of subjected teachers. And also knowing some of my doubts.

I came to know to taught some languages like Telugu Hindi, English to the student 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 4th class and taught about science and its importance in our life.	Knowing about some facts and also importance.	V. (Amu)
Day - 2	It was a science day celebration the day for Uppamam by students.	I came to know the talent of student by projects.	V. (Amu)
Day - 3	I have taught 3rd class about how to belem and younges.	I have to come to know about mentoring in aspects.	V. (Amu)
Day - 4	I have word with the day. knowing giving 1st class and 2nd class.	I have taughts students in appropriate manner.	V. (Amu)
Day - 5	It was world day. knowing and giving seminars and students.	I have to come to know about world cycle.	V. (Amu)
Day - 6	I have conducted on activity for 5th class students on social students.	I have to come to know about great history.	V. (Amu)

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 world wide life day. 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 thirst of knowledge. They grab the points while doing seminars.

I taught about our behavior and menstruation cycle. It helps them know to behave with others.

ACTIVITY LOG FOR THE THIRTEENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I have helped the drawing teacher for project work.	I have to know about the colours painting.	V. (Am)
Day - 2	I have taught the greatness of women in everyone's life.	I have to know the anxiety of needs of women.	V. (Am)
Day - 3	—	—	
Day - 4	I have taught 5th class students about maths tricks to help them in public.	I have learned to teach about how solve problem.	V. (Am)
Day - 5	I have taught 4th class students for and poses.	I got to know about teaching new things students.	V. (Am)
Day - 6	I have taught Hindi for 5th class students.	I have learned to teach them by attractive.	V. (Am)

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 came to know few great things that the power of a woman in our life. 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.	I came to clarify their doubts on Telugu.	V. Lakshmi
Day - 2	I went to study hours for the preparation of formative Hindi.	I came to clarify their doubts on Hindi.	V. Lakshmi
Day - 3	I went to study hours for the preparation of English.	I came to clarify their doubts on English.	V. Lakshmi
Day - 4	I went to study hours for the preparation of science (P.S.N.S)	I came to clarify their doubts on science.	V. Lakshmi
Day - 5	I went to study hours for the preparation of assessment maths.	I came to clarify their doubts on maths.	V. Lakshmi
Day - 6	I went to study hours for the preparation of social studies.	I came to clarify their doubts on social.	V. Lakshmi

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 solved their doubts much better. I try myself very well.

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 intercal 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.)

Intern's work environment is one of the aspects of intern's quality addressed in this report. The people of PTN & MPP school, Fareedpeta. are good interactive staff. we were given a desk for our work and with basic things like chalk pieces. our role is to enhance the students. observe them and only other negatives, 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 socialize with them very easily.

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 knowledge and skills into practice such as mentoring & learning how to communicate and built relationships with the people I worked. I learned that every department or organization has to be enthusiastic and open to learning new skills. I learned that its important to communication with teachers Head master & I have any doubts.

Asking and reading feedback is very important. It is essential to take note of both positive and negative points receiving feedback is difficult at heart but it will have a significant impact on your future current 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; have acquired from this internship.

I learned how to effectively deal with people. Developing management skills is important to all professional teams. We planned about scheduling with respect to time and we all acted as leaders for every week.

We have kept notes for observing everyone's important weekly work. We will always discuss about all projects 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 the future. As per day we have 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 MPP school, Fareedpeta. srirakul - am - etcherla mande.

As we have been interacting with each other. students we have interaction with. improvement of our oral communications written communication as we day.

we also come to getting understood by others we improved our speech skills from prepared level to extempore. we have also developed four teachers 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 other skills in the workplace. We, the interns of MPP school, Faried 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 members. Its role in the team in my way co-operate and manage them as a unity in every activity.

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

The government has taken a big leap in implementing technology in education system to amplify digital transformation of school.

The MPP school Fareedpeta of Srikakulam used devices in the procedure. The headmaster updates the of school through smart phone. They scan faces of the students for checking every teacher and head masters of school make their 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.

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: Kottakota Sridemi Registration No: 202200104941
Term of Internship: From: 12-12-22 To: 18-3-23
Date of Evaluation:
Organization Name & Address: mpp school Fareed peta

Please rate your performance in the following areas:

Rating Scale: Letter grade of CGPA calculation to be provided

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

Date:

K. Sridemi
Signature of the Student

Evaluation by the Supervisor of the Intern Organization

Student Self Evaluation of the Short-Term Internship

Student Name: Kottakota Srideni Registration No: 202200104941
Term of Internship: From: 12-12-22 To: 18-3-23
Date of Evaluation:
Organization Name & Address: m.p.p school Fareed peta

Please rate your performance in the following areas:

Rating Scale: Letter grade of CGPA calculation to be provided

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

Date:

K. Srideni
Signature of the Student

Evaluation by the Supervisor of the Intern Organization

Student Name: K. Srideni

Registration No: 2022001049041

Term of Internship: From: 12/12/2022 To: 18/3/2023

Date of Evaluation:

Organization Name & Address: mpp school, Fareedpeta

Name & Address of the Supervisor with Mobile Number
Education Department
R. Duryodhana

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

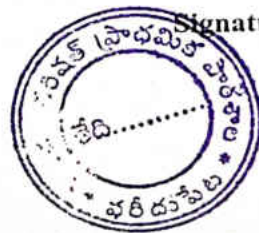
Please note that your evaluation shall be done independent of the Student's self-evaluation

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:

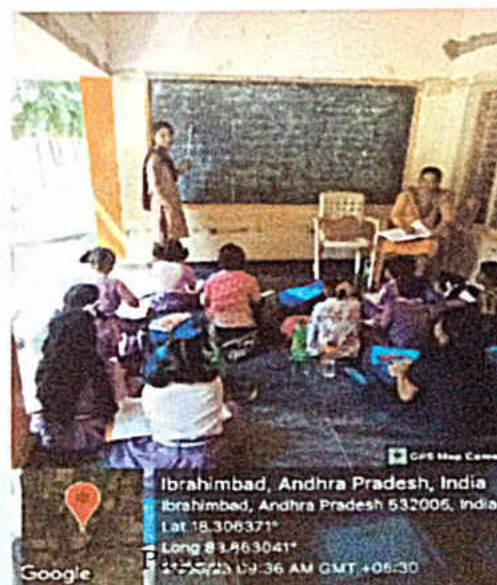
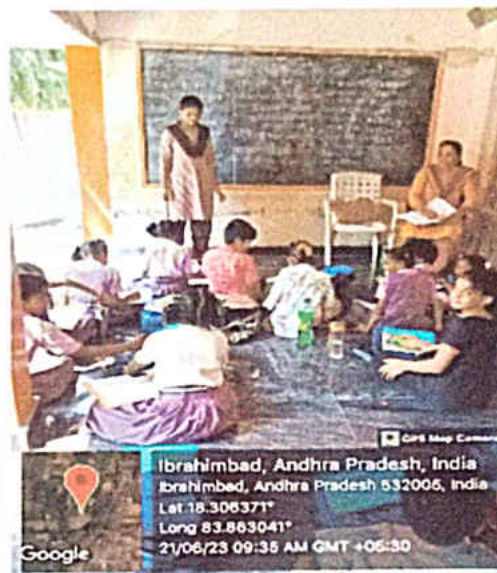
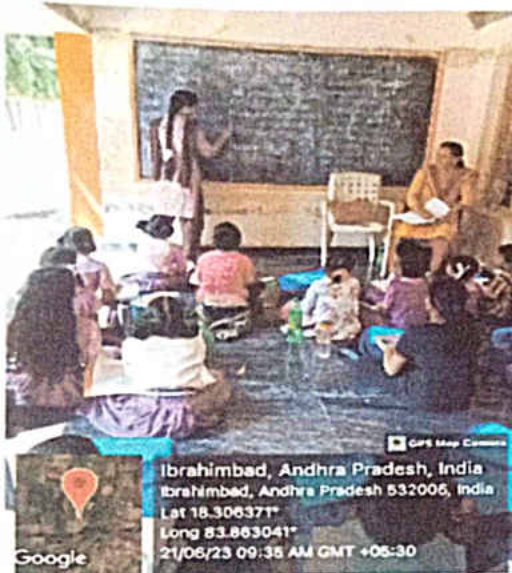
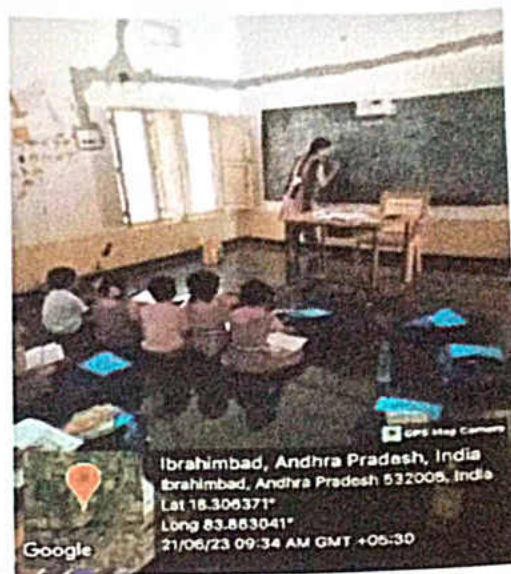
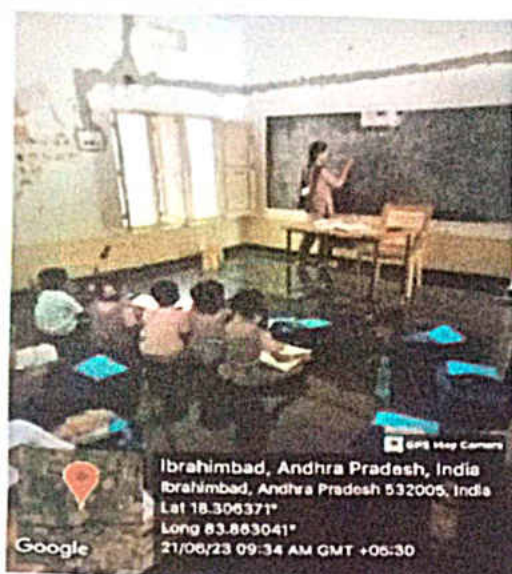
Page No



R. Duryodhanu

Signature of the Supervisor

M.P.P. School
Fareedpeta
Etcherla (Mandal)



EVALUATION

Page No

Internal & External Evaluation for Semester Internship

Objectives:

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

Assessment Model:

- There shall be both internal evaluation and external evaluation
- The Faculty Guide assigned is in-charge of the learning activities of the students and for the comprehensive and continuous assessment of the students.
- The assessment is to be conducted for 200 marks. Internal Evaluation for 50 marks and External Evaluation for 150 marks
- The number of credits assigned is 12. Later the marks shall be converted into grades and grade points to include finally in the SGPA and CGPA.
- The weightings for Internal Evaluation shall be:
 - Activity Log 10 marks
 - Internship Evaluation 30 marks
 - Oral Presentation 10 marks
- The weightings for External Evaluation shall be:
 - Internship Evaluation 100 marks
 - Viva-Voce 50 marks
- The External Evaluation shall be conducted by an Evaluation Committee comprising of the Principal, Faculty Guide, Internal Expert and External Expert nominated by the affiliating University. The Evaluation Committee shall also consider the grading given by the Supervisor of the Intern Organization.
- Activity Log is the record of the day-to-day activities. The Activity Log is assessed on an individual basis, thus allowing for individual members within groups to be assessed this way. The assessment will take into consideration

the individual student's involvement in the assigned work.

- While evaluating the student's Activity Log, the following shall be considered -
 - a. The individual student's effort and commitment.
 - b. The originality and quality of the work produced by the individual student.
 - c. The student's integration and co-operation with the work assigned.
 - d. The completeness of the Activity Log.
- The Internship Evaluation shall include the following components and based on Weekly Reports and Outcomes Description
 - a. Description of the Work Environment.
 - b. Real Time Technical Skills acquired.
 - c. Managerial Skills acquired.
 - d. Improvement of Communication Skills.
 - e. Team Dynamics
 - f. Technological Developments recorded.

MARKS STATEMENT
(To be used by the Examiners)

Page No

INTERNAL ASSESSMENT STATEMENT

Name Of the Student: Kothakota Srideni

Programme of Study: V Sem

Year of Study: 2022 to 2023 B.Sc

Group: B.Sc (BZO) TM

Register No/H.T. No: 2022001049041

Name of the College: Govt. Degree College [men] SKM

University: Dr. B.R. Ambedkar University

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

Date:

R. Perumal

Signature of the Faculty Guide

EXTERNAL ASSESSMENT STATEMENT

Name Of the Student: Kottakota Srideni
Programme of Study: B.Sc II Sem
Year of Study: 2020 to 2023 B.Sc
Group: BSC (B2C) TM
Register No/H.T. No: 2022001049041
Name of the College: Govt. Degree College (men) SKM
University: Dr. B. Ambedkar University

SLNo	Evaluation Criterion	Maximum Marks	Marks Awarded
1.	Internship Evaluation	80	80
2.	For the grading giving by the Supervisor of the Intern Organization	20	20
3.	Viva-Voce	50	
	TOTAL	150	
GRAND TOTAL (EXT. 50 M + INT. 100M)		200	

R. Plamun

Signature of the Faculty Guide

R. Divyachandran

Signature of the Internal Expert

M.P.P. Schohl

Fareedpeta

Etcherla (Mandal)

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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