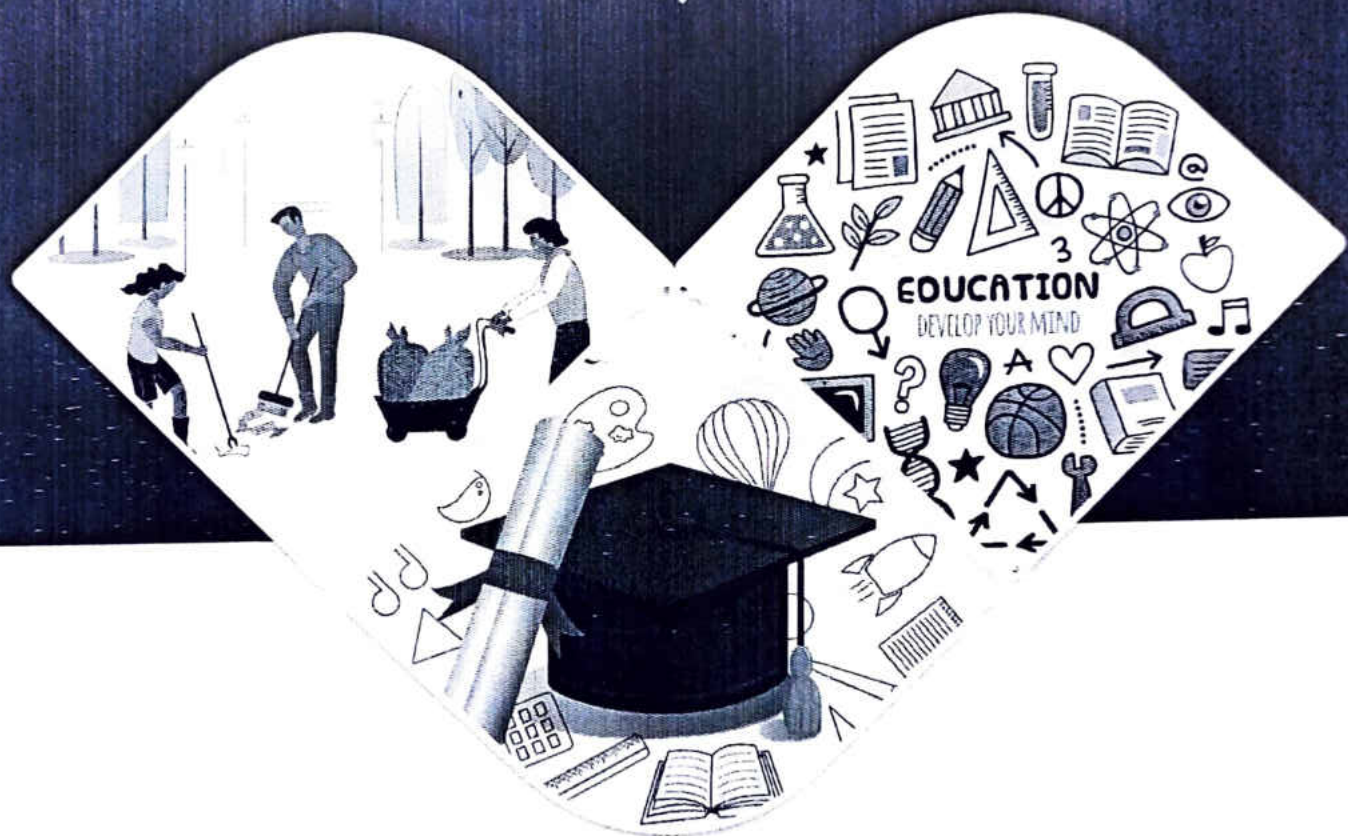


Model Program Book



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: Paidi Lakshmi

Name of the College: GOVT. MEDICAL COLLEGE

Registration Number: 202201050035

Period of Internship: 4 weeks From: 12-12-22 To: 17-3-23

Name & Address of the Intern Organization

mpp school
Chapuram, Srikalahasti

BR Ambedkar **University**

YEAR

2022-23

An Internship Report on

School Education

(Title of the Semester Internship Program)

Submitted in accordance with the requirement for the degree of
BSc (maths, physics, computers)

Under the Faculty Guideship of

SRI R. Ravi Kumar

(Name of the Faculty Guide)

Department of

physics, Govt. Degree college for (men)

(Name of the College)

Submitted by:

PAIDI LAKSHMI

(Name of the Student)

Reg.No: 2022001050035

Department of Physics, Govt. Degree

college for men, SRikakulam.

(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, PAIDI. LAKSHMI a student of BSc (maths, physics, Computer)
Program, Reg. No. 2022001050035 of the Department of Physics
College do hereby declare that I have completed the mandatory internship
from 12-12-2022 to 17-03-2023 in MPP school (Chapuram) Name of
the intern organization) under the Faculty Guideship of
SRI R. Ravi Kumar (Name of the Faculty Guide), Department of
physics (not degree college for men) Srikakulam
(Name of the College)

y. Sittelote
(Signature and Date)

Head master
M. P. P school
chapuram
Srikakulam, Mandla

Official Certification

This is to certify that PAIDI. LAKSHMI (Name of the student) Reg. No. 2022001050035 has completed his/her Internship in MPP school(chapuram) (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 Bachelor of Science in the Department of physics, uout. pegare college (Name of the College).

This is accepted for evaluation.

y. sithelalte
(Signatory with Date and Seal)

Endorsements

Faculty Guide

[Signature] - 18/04/2023

**Head master
M. P. P school
chapuram
Srikakulam, Mandala**

Head of the Department

Principal

Certificate from Intern Organization

This is to certify that PAIDI. LAKSHMI (Name of the intern)
Reg. No 2022001050035 of Gout Degree College (Name of the
College) underwent internship in mpp school (Chapuram) (Name of the
Intern Organization) from 12-12-2022 to 17-03-2023

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

J. Sittelke
Authorized Signatory with Date and Seal

Head master
M. P. P school
Chapuram
Srikakulam, Mandal

Acknowledgements

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

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

I am indebted to my college teachers and the principle for their vision. Encouragement and enduring tagious interest in the internship

I extended my gratitude to my classmeters and specially to our group members with whose I started are my days together.

we started our academic and social problems.

Special thanks must be given to the teachers and students of mpp school chapuram, srirakulam in their feed back, love and support with which I achieved skills and development.

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

Contents

Monday :- vandemataram song ,

mid day meals :- biryani and tomato
pokodi, chakki

Tuesday :- vandemataram song, maa telugu thalli

mid day meals :- pulihora and tomato

wednesday :- Biryani, potato curry

Thursday :- vandemataram song, national
anthem.

Friday :- national anthem,

mid day meals :- pulihora, chakki, tomato curry

Saturday :- vandemataram song
pledge in english

mid day meal :- rice, dal with chakki.

CHAPTER 1: EXECUTIVE SUMMARY

The internship report shall have a brief executive summary. It shall include five or more Learning Objectives and Outcomes achieved, a brief description of the sector of business and intern organization and summary of all the activities done by the intern during the period.

I worked in the internship in the department Education I visited in the place is mps of chapuram, srikakulam.

I choose education department to know the current 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 suitable through this internship I know that there are other decided areas which has to be improved I treated with the children and let them to know their problems and what they are facing through.

I thought some persons to them and
I gave few suggestions to improve them
which should be clear by government
there are more other decided areas which
has to be improved.

CHAPTER 2: OVERVIEW OF THE ORGANIZATION

Suggestive contents

- A. Introduction of the Organization
- B. Vision, Mission, and Values of the Organization
- C. Policy of the Organization, in relation to the intern role
- D. Organizational Structure
- E. Roles and responsibilities of the employees in which the intern is placed.
- F. Performance of the Organization in terms of turnover, profits, market reach and market value.
- G. Future Plans of the Organization.

I worked in the education department. I worked in MP school chapuram. School education department. plays an important role in every sector. I served many things in school that the children are good level of knowledge my interaction with students very friendly and more valuable I spent nearly 18 hours with that children and I got to know that students performing was very poor. the students are about to understand the basic things.

I played the of teacher in a school
and shared very few things planned to
develop and improve the school environment
with my knowledge to give the best.

CHAPTER 3: INTERNSHIP PART

Description of the Activities/Responsibilities in the Intern Organization during Internship, which shall include - details of working conditions, weekly work schedule, equipment used, and tasks performed. This part could end by reflecting on what kind of skills the intern acquired.

I worked in mpp school chapuram, srikaladem. in the education department. I worked in government school and I taught also to the students. I also used black board and I also performed some tasks with the children so that to encourage them participating. I also conducted weekly tasks like games, quiz, then activities to the children. This part of internship take me to learn more knowledge about education. system especially in school.

ACTIVITY LOG FOR THE FIRST WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	As it is my first day I have conducted self introduction for 1st and 2nd class students.	it was a great day as a teacher and it is better experience to me.	MS
Day -2	I went to 2nd class and asked some basic questions regarding maths to the students.	I have been prepared & came to know about teaching ways.	MS
Day -3	Again, I was sent to 1st class and they are very excited to know about me.	I noticed the curiosity in each and every student.	MS
Day -4	I went to 2nd class & taught them common English & spellings in English.	this day I came to know how to deal with children.	MS
Day -5	I was sent to 5th class and made them to study English.	I came to know about their educational standard.	MS
Day -6	I have interacted with 1st class students some activities.	I do send their mind-set and way of behaviour & active participation.	MS

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

As it is the first week. I conducted self introduction in each and every class to know about them. and I also conducted some circular activities to interact with them. I have also taught them. new lessons in their syllabus in understandable manner so they can understand easily and to know about new things. and I observed they are satisfactory and noticed their educational performance and knowledge.

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

ACTIVITY LOG FOR THE SECOND WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I went to 1 st class and I have observed that some students' needs to be discipline.	I come to know that how to control students.	yk
Day - 2	I went to 2 nd class and asked them about their goals.	I noticed about their life styles.	yk
Day - 3	I thought 2 nd class a religious lesson.	I have made them to read the lessons.	yk
Day - 4	I have sent 2 nd class and made to tell about rhymes and moral stories.	I learned how to communicate and management.	yk
Day - 5	I have taught the 2 nd class students about how to behave.	I came to know about monitoring in behaviour.	yk
Day - 6	I have conducted some activities to 1 st class students.	I learned how to teach in a appropriate manner.	yk

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

In this second 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 2nd class students about awareness on how to live in society.	I observed many things that how kids think about their home town.	
Day -2	I have taught 1st class students about english basics.	I came to know about teaching new things to the students.	
Day -3	I have conducted a fun activity to the 2nd class.	I have developed my communication skills.	
Day -4	I have helped the teachers and other staff in work.	I learned work with teachers.	
Day -5	I have taught 1st class about maths tricks.	I noticed how they are dealing with comm. problems.	
Day -6	I have taught 1st in a practical manner.	I come to know how to teach in easy way.	

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

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

I have also interacted with the respected government teachers parent about the system situation. problems etc., I also tried to teach the students so that they feel like they are in a open space.

I have also worked with teachers and other staff members which made me to know about how things that happens behind school & the screen.

ACTIVITY LOG FOR THE FORTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	I have taught mathly to 1 st & 2 nd class students.	I developed my teaching skills & students are good	off
Day -2	I have conducted games to know about their other talents.	I have interacted with students.	off
Day -3	I have checked about every class environment	I noticed few problems in school.	off
Day -4	I have interacted with students regarding their problems	I tried to solve their problem by informing to management	off
Day -5	I have taught 1 st class students about birds, animals	All the students are reacted very well.	off
Day -6	I have taught and class	I have improved all my skills.	off

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

In this week, I have developed my skills such as teaching, mentoring, communicating, managing and team work. active participation and compared to the previous weeks.

I have also observed about the school environment, student's performance and all the surroundings, and I also interacted with them and gave them advice and tried to solve them in other ways.

The students also have been performing very well in all activities

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- 2nd class about discipline to be focused in class room	I have interacted with the student & about discipline.	Shr
Day -2	I have taught- the 1st class student about way of separating senior with.	I have tried to teach the student about the senior with.	Shr
Day -3	I have interacted with 1st class student through digital way	I have assessed the digital device in the school.	Shr
Day -4	I have taught the 2nd class about english lessons	The student have learned and doing good in studying.	Shr
Day -5	I have taught- the 1st class about telugu lesson	The student are doing well.	Shr
Day -6	I have interacted with all student about previous story	I have know many things in this journey.	Shr

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

In this week I have developed my skill such as way of improving my knowledge to others and also I lost my stage fear. In this journey I developed myself fear and other things which enhanced me very well.

I came to know few good things and also some problems which made me to think in different way to solve them finally I got a better experience as a teacher and it was a nice profession through which we can give knowledge to others.

ACTIVITY LOG FOR THE SIXTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	- San Kranti - Holidays		AK
Day - 2	- San Kranti - Holidays		AK
Day - 3	- San Kranti - Holidays		AK
Day - 4	- San Kranti - Holidays		AK
Day - 5	- San Kranti - Holidays		AK
Day - 6	- San Kranti - Holidays		AK

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

There are no activities
due to Sankranti holidays.

ACTIVITY LOG FOR THE SEVEN WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	As it is my first class. I have conducted self- introduction	It was a great day as a teacher and come to know about some	Shr
Day - 2	I went to third class and taught them maths in a funny way.	I have been prepared and come to know about teaching.	Shr
Day - 3	Again, I was sent to 1st class and I have noticed some problems	I come to know about their educational status.	Shr
Day - 4	I went to 2nd class and taught them everyday thing.	I come to know how to teach the children hearing	Shr
Day - 5	I taught the 1st class students, on English lesson and played an activity.	I observed about their knowledge on English.	Shr
Day - 6	I have interacted with the 1st class students through activities	I come to know about their mind sets and interests.	Shr

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

In this whole week, I have conducted extra circular activities like self introduction, games to interact with them to know about their state of mind and connect with them.

I have also taught them few things from their syllabus in understandable manner so that they have felt that they came to know about some new things. And I have observed their educational progress.

Totally, I learn that some students are not very well in studies and they like the teaching in fun and learning way.

ACTIVITY LOG FOR THE EIGHTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	i went to 2nd class and i have observed one student who need to be discipline	i have know how to discipline the students as my standard	yk
Day - 2	i went to 1st class and asked them about their goals.	i got to know about their life style	yk
Day - 3	i taught 2nd class, a telugu lesson.	i have manage d the students to read in both	yk
Day - 4	i have taught the 1st class students some rhymes.	i come to know about communication	yk
Day - 5	i have taught the 2nd class about how to behave	i have to come to know about mentoring.	yk
Day - 6	i have conducted activities for 2nd class students on	i have taught subid in appreciable manner	yk

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

In this entire week, I have observed about the students, their performance in studies, and their student capability. I have discussed about how to be good and become better in academic performance.

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

ACTIVITY LOG FOR THE NINTETH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	I have checked about the 2nd class students answers	I have know so many new things.	Dr. M
Day -2	I have taught- 1st class students about English basics	I got to know about teaching new things.	Dr. M
Day -3	I have conducted a fun activity to the 2nd class.	I have developed any communication.	Dr. M
Day -4	I have helped the teachers in their respective works.	I come to know about the working of staff.	Dr. M
Day -5	I have taught- 1st class students about maths basics.	I have learned new things.	Dr. M
Day -6	I have taught English lesson for 1st class.	I have learned to teach in practical way.	Dr. M

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

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

I and I have also interacted with the repeted environment- teacher, parents about the situations.

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

ACTIVITY LOG FOR THE TENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I have taught- maths, lessons to the 2nd class & 1st	I have developed my teaching skills.	✓
Day - 2	I have conducted a game for exploring their talent	I have interacted with students and helped them	✓
Day - 3	I have checked about- every days environment	I have to come to know about- problems.	✓
Day - 4	I have interacted with different students.	I tried to solve students problems.	✓
Day - 5	I have taught 1st class student in school about animals.	I have dealt with 1st class students.	✓
Day - 6	I have taught 2nd class	I have increased my communication skills.	✓

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, monitoring, communication, managing and team participation skills.

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

The students also have been well performing with good rate.

ACTIVITY LOG FOR THE ELEVENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	I have taught 1st class about discipline	I have interested with the students	Dr. [Signature]
Day -2	I have taught the 2nd class students about seminar skills.	I have tried to teach the students skills	Dr. [Signature]
Day -3	I have interacted with 1st class students.	I have assessed the digital device.	Dr. [Signature]
Day -4	I have taught the 2nd class.	The students have learned and doing good	Dr. [Signature]
Day -5	I have taught the 3rd class.	The students are doing well	Dr. [Signature]
Day -6	I have interacted with all the students in the school	I have know 50 many things.	Dr. [Signature]

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

In this week, I have developed my skills such as teaching skills, I have come to know that I have learn so many things in this journey. I have developed my communication skills, managerial skills, interactive skills, teaching skills and other skills which enhanced me very well.

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

ACTIVITY LOG FOR THE TWELVETH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	I have conducted self-introduction for 1st and 2nd classes	It was a great day as a teacher and it's experience.	of
Day -2	I went to 2nd class and asked some basic questions	I have been prepared & came to know teaching	of
Day -3	again, I was sent to 2nd class and they are very excited	I noticed the curiosity in each student	of
Day -4	I went to 2nd class and taught them common letters	this day I came to know that dealing children.	of
Day -5	I was sent to 1st class and made them to study well	I came to know their standard	of
Day -6	I have introduced with 2nd class students	I observed their mind-set and way of thinking	of

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

As it is the 12th week, I conducted self-introduction in each and every class to know about them.

And I also conducted some co-curricular 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.

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

ACTIVITY LOG FOR THE THIRTEENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I went to 2nd class and have observed that some students to be discipline	I came to know that how to control students to be in discipline	Shr
Day - 2	went to 1st class and asked them about their goals which was well interactive	I noticed about their life styles goals and their problems.	Shr
Day - 3	taught 2nd class, a lesson in my way of teaching	I have read them to read the lessons	Shr
Day - 4	I have sent to 2nd class and made to about moral stories with action	I learned how to communicate and management with my student	Shr
Day - 5	I have taught the 1st class students about how behave at particular situations	I came to know about monitoring in behaviour of a person.	Shr
Day - 6	I have conducted some activities to 1st class students	I learned how to teach in a appropriate manner	Shr

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

In this entire 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 FOURTEENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I have checked and class students about awareness on how to live.	I discovered many things that how kids think the	Y
Day - 2	I have taught 1st class students about English boys like point, speech	I came to learn about teaching new things to the student.	Y
Day - 3	I have conducted a fun activity to the end class where all the students have participated	I have developed my communication skills through their programme	Y
Day - 4	I have helped the teachers and other staffs members in their respective works.	I learned team work with other teachers.	Y
Day - 5	I have taught and class about maths topics which will help them further.	I noticed how they are dealing with common problems	Y
Day - 6	I have taught 1st class before lesson	I came to know how to teach in easy way.	Y

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

In this week, I have developed my teaching skills, while teaching them in a practical approach which enhanced my communication skills very well.

And I have also interacted with the respected government teachers parents about the system- situation, problems etc.

I also tried to teach the students with teachers and other staff members which made me to know about how things that happens behind school/ the system.

ACTIVITY LOG FOR THE FIFTEENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I have taught math lessons and problematics to 2nd, 1st classes.	I developed my teaching skills & the students are also good.	Shir
Day - 2	I have conducted games to learn about their other talents.	I have interacted with students & helped them.	Shir
Day - 3	I have checked about every class environment sanitary and water facilities.	I noticed few problems in school.	Shir
Day - 4	I have interacted with students regarding their problems.	I tried to solve their problems by informing to the management.	Shir
Day - 5	I have taught 1st class students about birds, animals, fruits and flowers.	All the students are excited very well.	Shir
Day - 6	I have taught 2nd class students about eating quietly.	I have increased all my skills.	Shir

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

In this week I have developed my skills such as teaching, mentoring, communication, managing and team work, active participation when compared to the previous weeks.

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

The students also have been performing very well in all activities.

CHAPTER 5: OUTCOMES DESCRIPTION

Describe the work environment you have experienced (in terms of people interactions, facilities available and maintenance, clarity of job roles, protocols, procedures, processes, discipline, time management, harmonious relationships, socialization, mutual support and teamwork, motivation, space and ventilation, etc.)

Interns work environment is one of the aspects of interns quality addressed in this report. the people of mp school chaparam street are good and very not interested we were given a desk of our work with basic things like chalk pieces and duster etc---even scale is to enhance the students, observe them and any other negative, analyse all activities by students and staffs over things are from 9:00 AM to 3:30 PM.

the headmaster and the teacher are very polite and humble to me students are very friendly and interactive with made socialise with them very easily. the other interns were also very co-operative in work.

We are the interns as a team are very active and focused on the work we were also given space. For our processes 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 many technical skills I have acquired from this 'internship'.

I have come to know about how to put- very knowledge and skills in to practise such as mentoring. I learned how to communicate by communication skills and build relationship with people I worked. I learned that every department or organisations has its own culture I quickly learned that every company has its own culture. As a intern I discovered it's crucial to be enthusiastic and open to learn new skills I learned that it's very important to communicate with teachers, and headmaster if at all I have any doubts.

Asking and receiving feedback is very important it is essential to take note of the positive and negative points for others. I learned that sometimes asking feedback or receiving feedback is difficult to hear, but it will have a significant impact on our careers and success.

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

there are also some managerial skills
I have acquired from this 'internship'

I learned how to deal with people
effectively. developing managerial skills is
important to all professions as a team. we planned
about scheduling with respect to time and well
acted as a leaders for every week. we
arranged our workplace culture for productive
use of time.

we have kept notes for observing
every improvement throughout the week
we all discussed about all pros and cons
in our working style we all have kept
our goals for this journey. we also have developed
our decision making skills which are very essential
for further.

As for the final day we have found
that our performance is upgraded.

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

we have improved our communication skills a lot in this internship at mpp school chapuram, srikalukuru.

As we have been interacting with each student- we improved our communication skills as we are assigned to class rooms of first day we felt some tension but now we are confident while communicating or conversing with others.

we also came to know that how to understand other people. we also improved our speaking skills from prepared level to extempore level. we developed ourselves from a student to an intern.

we have also developed few teaching
skills in an way which made students to
felt better.

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

Team work is one of the most important skill which is very useful in very workplace.

we the interns of mpp school choprasam srikaladalam formed as a team to enhance and improve our work in an efficient way firstly we have no familiarity with each other.

gradually it took some time and we become a supportive team.

every week. one of us will lead the team to took leadership we also discussed with each other about our work and performance working as a team members and also a leader made me to know about how to work as a team member and our role in team. the way has to interact and co-operate and how to

manage with in every activity. this
internship gives a fruitful experience and
knowledge, about team work.

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

the team government has taken a big leap in implementing technology in education system to amplify digital transformation of schools.

the mpp school chapuram, Srikakulam
we devices in their proceedings.

the headmaster updates the information of school through smart phones. they scan faces of the students for checking and updating this attendance everyday. not only for students but also for other staff members now it's a biometric system for their attendance.

There is also a smart- to which
can used for teaching primary classes in a
practical way through digital literary
when compared to previous systems is

Every student we have also used
the technological devices for our task
related to internship to improve digital
literacy in school. ^{Learn}
even when the students are
leaving from school it is also recorded
under headmaster vision and also documented

Student Self Evaluation of the Short-Term Internship

Student Name: **PATIL.LAKSHMI**

Registration No: **2022001050035**

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

Date of Evaluation:

Organization Name & Address: **MPPS dhaparam, Gaikakulam**

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:

P. Lakshmi
Signature of the Student

Evaluation by the Supervisor of the Intern Organization

Student Name: PATDI LAKSHMI

Registration No: 2022001050035

Term of Internship:

From: 12-12-2022 To: 17-03-2023

Date of Evaluation:

Organization Name & Address: mpp school, chapuram, Srikakulam

Name & Address of the Supervisor
y-sitha latha

with Mobile Number

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

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

Rating Scale: 1 is lowest and 5 is highest rank

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

Date:

Signature of the Supervisor

y-sitha latha

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.

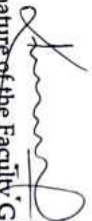
- While evaluating the student's Activity Log, the following shall be considered -
 - a. The individual student's effort and commitment.
 - b. The originality and quality of the work produced by the individual student.
 - c. The student's integration and co-operation with the work assigned.
 - d. The 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.

INTERNAL ASSESSMENT STATEMENT

Name Of the Student: PAIDR-LAKSHMI
Programme of Study: BSc (MPCs)
Year of Study: 3rd year
Group: MPCs
Register No/H.T. No: 2022001050035
Name of the College: CVT Deegree college (men), Sivakolam.
University: BR Ambedkar

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

Date:


Signature of the Faculty Guide 18/04/2023

EXTERNAL ASSESSMENT STATEMENT

Name Of the Student: PADOT. LAKSHMI

Programme of Study: Internship

Year of Study: 3rd year

Group: MPC5

Register No/H.T. No: 20222001050035

Name of the College: Gvt Degree college (men), Srikulam

University:

Dr BR Ambedkar

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

Signature of the Faculty Guide

Signature of the Internal Expert

Signature of the External Expert

Signature of the Principal with Seal



ANDHRA PRADESH STATE COUNCIL OF HIGHER EDUCATION

(A Statutory Body of the Government of Andhra Pradesh)

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