

Model Program Book



SHORT-TERM INTERNSHIP (On-Site/Virtual)

Curriculum & Developed by



**ANDHRA PRADESH
STATE COUNCIL OF HIGHER EDUCATION**

24, PLOT NO. 1, PHASE II, VILLAGE: G. K. S. ROAD, VISAKHAPATNAM

PROG 4401 FORM 100

SHORT-TERM INTERNSHIP

(Onsite / Virtual)

Name of the Student: _____

Name of the College: _____

Registration Number: _____

Period of Internship: _____

From: _____

To: _____

Name of the Onsite/Virtual Intern Organization: _____

Approved by: _____
Signature of the Student: _____

University
YEAR

An Internship Report on

4-23-70 EMPHATICALLY DISMISSIVE

TITLE OF THE INVENTION

Submitted in accordance with the requirements for the degree of

1st Fall Chemistry Envy Chemistry

Under the many frameworks of

U-10-001-2007 (Sub-Fin-B-A-3) (Closed)

Notes on the Contributing Editor

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Instructions to Students

Please read the attached Guidelines for Becoming a Student in the volume of 22 pages
Download of Higher Education <https://www.wpi.edu>

1. It is mandatory for all the students to complete 2 credits (100 hours) of experiential learning either physically or virtually.
2. Every student should identify the organization for an internship or immersion with the College Advisor from a list of jobs/positions created by the Program.
3. Report to the Intern Organization as per the schedule given by the College, and must make your own arrangements for transportation to reach the organization.
4. You should maintain your schedule during the internship. Daily attendance is compulsory.
5. You are expected to learn about the organization, its goals, products, and programs by interacting with the people working in the organization and by completing the assignments attached to the learning.
6. While you are working, the organization's history, its goals and responsibilities, its mission statement.
7. While in the same organization, check with your College Advisor.
8. If your College has a prescribed dress code, inform your supervisor. If you attend in your uniform, it is fine.
9. You will be assigned a faculty Guide and your College Advisor will be meeting. When you go to your office, inform your Guide about your work and, if any, if you are working during the internship.
10. Monthly give or receive learning objectives in consultation with your Guide. These learning objectives are:
 - a. Data and Information you are expected to collect about the organization and its industry.
 - b. All skills you are expected to learn.
 - c. Development of professional competencies that will lead to career growth.
11. Prepare additional assignments (if any) with your Guide, College Advisor, and your supervisor. This includes preparing a logbook and doing research through oral history and research, some analysis and writing, writing, etc.
12. In case of the organization, if it is a small organization, discuss the and management (if possible) if you are not able to provide sufficient data, prepare and work on it.

12. You will be allowed to ask questions or make comments only if you have asked your question or made your comment first.
13. It is your responsibility to bring up your program book. It will be closed up by the time of the beginning. Any additional items relating to program.
14. At the end of assembly, you shall be evaluated by your supervisor in the following manner:
15. They shall also be evaluated at the end of the assembly by the Faculty, Class and the Students.
16. It will be with the community program you work with.
17. Please that you do not make any disturbance in the regular assembly of the community program.
18. It is your duty to ask questions with the supervisor of the community program.
19. You shall understand that during the community program, you are the representative of your College, and your behavior during the community program is of great importance.
20. If you are involved in any discipline during the assembly, you will be withdrawn from the community program training and disciplinary action shall be taken.
21. Do not forget to keep up your family pride and pride of your College.

Student's Declaration

I, ETHANIEL SOMDAKOR a student of 1555 34 1 1
Program Reg. No. 202042452 of the Department of Microbiology (affiliated)
College of Health (HCC) have completed the mandatory internship
from 10-1-2023 to 30-1-23 at Lagos State State
the above mentioned with the Public Health
P. A. A. A. A. A. of the Public Health, Department
Microbiology At the Lagos State
(Signature of the Student)

P. A. A. A. A.
Signature of the Supervisor

Certificate from Intern Organization

This is to certify that Amal Datta Sam Sarkar (Name of the person)
Reg. No. 21230012245 is an intern of the organization of the
College undergoing training in MS Excel Data Entry (Name of the
Intern Organization) from 21-8-2023 to 30-1-2024
Timings: 9:30 to 3:30 PM

The overall performance of the intern during the period of internship is found to be
Satisfactory (Signature of the Head of the Organization)



Amal Datta Sam Sarkar
ANALYST
of P. S. to the Head of the Organization
Date: 30-1-2024

Official Certification

This is to certify that JOHN PATRICK GARY CARROLL (Name of
the student) being that STUDENT has completed his/her training at
ST. MARY'S COLLEGE (Name of the Institution) Organized for
learning Subordinate Management of the Subordinate under the
supervision as a part of period fulfillment of the requirement for the
Degree of BSC B.A. in the Department of
Business Administration (Name of the College)
at St. Mary's College

This is accepted for evaluation.


(Planning Officer and Seal)

Endorsements


Dean


Registrar
St. Mary's College
St. Mary's College
St. Mary's College


Head of Department

Page No.

Acknowledgements

The successful completion of this internship report could not have been possible without the support and assistance of many individuals and organizations. I feel immensely blessed to have spent this long the course of my internship programme of two months. I would like to use this opportunity to give my deepest appreciation to each and everyone of them. I have to thank each and every one of them involved in this programme.

I am indebted to my college teacher and Principal for their interest, encouragement, and guiding interest in the internship.

And my special thanks must be given to the teachers and government teachers of upper school in Shibokulam for their hard back which helps to achieve B.E.E.C. level.

My last and most important thanks line to all those who made this system possible and became a reality with their kind assistance.

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- Activity log for Week-3 and weekly Report

- Activity log for Week-4 and weekly Report

- Activity log for Week-5 and weekly Report

- Activity log for Week-6 and weekly Report

Chapter - 5 - Outcomes Description

- Describe the ~~Technical~~ Technical skills you have

- Describe the Managerial skills you have acquired

- Describe how you could improve your Communication skills

- Describe how you could enhance your abilities

- Describe the Technological development you have observed and add value to the subject area of training

CHAPTER 1: EXECUTIVE SUMMARY

The assembly report shall have very a one-page executive summary. It shall include five or more Learning Objectives and Outcomes, followed by brief descriptions of the nature of business and other organization and summary of all the activities done by the organization during the period.

I joined as an intern under the organization of Learning Improvement Programme under the Director in Education department.

I visited Government School named as Manohar Palsani Mathamika Palaskola, Kollada Village, Sakinaka (G.P.).

I educate Education department to know the current copy of Teaching-Method of organization of Government School to notice their education quality.

I asked head teacher school need list from the government to improve infrastructure to the school and my learning objectives are teaching techniques, methods, school's procedure, students behaviour and first importantly food and other special care to enhance attendance.

I came to know that they specially care to teach poor children in that area.

CHAPTER 2: CIVIL VIEW OF THE ORGANIZATION

Pragmatic questions

- A. Distribution of Expenditure
- B. Vision, Mission, and Values of the Organization
- C. Policy of the Organization, Internal and External
- D. Organizational Structure
- E. Roles and Responsibilities of the employees within the organization
- F. Performance of the Organization in terms of financial, production, quality and customer value
- G. Future Plans of the Organization

I joined in the Government Primary School
Kandamandal Panchayat Primary School in Kottayam
District, Kottayam, South India which provides
Education to the poor people in that surrounding.
I observed many new issues raised in the school
as it is in the developing condition.
I am personally able to recall the way of
government school organization during my time
as I joined as intern in that school. Teachers
had supported me a lot to take classes to
the students and advised me the way of
teaching to a primary school students
in that period of time.

CHAPTER 3: INTERNSHIP PACT

Description of the Administration conditions in the School Organization, having discussed the school's culture - details of teaching conditions, teacher work schedule, equipment and work performed. This part will end by reflecting on what kind of skills the interns gained.

I have joined in the Government School -
Rajmari Mandal, Rajmari, Durgam School, Rajmari
Rajmari, Rajmari district for 15 days internship.

I worked as a Intern in that School and

I take classes to 1 and 2 class students

I detail describing condition and start time -
9:00am to 3:30pm in the School.

In starting of 9:00am, prayer and then
classes are taken and I observe that few
students were able to understand English
and some of them are active in many
cultural activities.

THIS short term internship provides me with
teaching techniques and friendly behaviour
patience.

ACTIVITY LOG FOR THE FIRST WEEK

Day	Brief description of the daily activity	Learning Outcomes	Parent or Other Signature
Day-1	I have joined in the school formal. Also, I had been to the school. 11-1-23	Observation of surroundings	LD
Day-2	Introduction with students. 12-1-23 Class 12-1-23	Students show interest and	LD
Day-3	Explanation of Telugu, English & Math. 13-1-23 Unit - 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 521, 522, 523, 524, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, 536, 537, 538, 539, 540, 541, 542, 543, 544, 545, 546, 547, 548, 549, 550, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563, 564, 565, 566, 567, 568, 569, 570, 571, 572, 573, 574, 575, 576, 577, 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, 588, 589, 590, 591, 592, 593, 594, 595, 596, 597, 598, 599, 600, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, 624, 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805, 806, 807, 808, 809, 810, 811, 812, 813, 814, 815, 816, 817, 818, 819, 820, 821, 822, 823, 824, 825, 826, 827, 828, 829, 830, 831, 832, 833, 834, 835, 836, 837, 838, 839, 840, 841, 842, 843, 844, 845, 846, 847, 848, 849, 850, 851, 852, 853, 854, 855, 856, 857, 858, 859, 860, 861, 862, 863, 864, 865, 866, 867, 868, 869, 870, 871, 872, 873, 874, 875, 876, 877, 878, 879, 880, 881, 882, 883, 884, 885, 886, 887, 888, 889, 890, 891, 892, 893, 894, 895, 896, 897, 898, 899, 900, 901, 902, 903, 904, 905, 906, 907, 908, 909, 910, 911, 912, 913, 914, 915, 916, 917, 918, 919, 920, 921, 922, 923, 924, 925, 926, 927, 928, 929, 930, 931, 932, 933, 934, 935, 936, 937, 938, 939, 940, 941, 942, 943, 944, 945, 946, 947, 948, 949, 950, 951, 952, 953, 954, 955, 956, 957, 958, 959, 960, 961, 962, 963, 964, 965, 966, 967, 968, 969, 970, 971, 972, 973, 974, 975, 976, 977, 978, 979, 980, 981, 982, 983, 984, 985, 986, 987, 988, 989, 990, 991, 992, 993, 994, 995, 996, 997, 998, 999, 1000	1. Understand the importance of Telugu and English in the world. 2. Understand the importance of Math in the world.	LD
Day-4	Revision of Module 1 & Module 2. 14-1-23	Understanding of the importance of Telugu and English in the world.	LD
Day-5	Revision of Module 1 & Module 2. 15-1-23	Understanding of the importance of Telugu and English in the world.	LD
Day-6	Revision of Module 1 & Module 2. 16-1-23	Understanding of the importance of Telugu and English in the world.	LD

WEEKLY REPORT

DATE - 2 (from 10.01.2023 to 16.01.2023)

Observed the Activity Date:

Message

I have joined in the MPT, Kothakota village in Sankulam Grama where 26 children of students studying 1st to 5th classes. I had an interaction session with students & teachers.

1. Started teaching Module 1 Telugu lesson. Also I gave story, English tracing, Reading, Maths 1-7 numbers counting and art & craft work of egg coloring paper and a small game.

After 2 hours Telugu lesson work is picture based lesson and Maths lesson counting with numbers. Children enjoyed the session and took holiday on the eve of Varadharaj Vratam.

ACTIVITY LOG FOR THE SECOND WEEK

D. D.	Brief Description of the daily activity	Learning Outcome	Parent's/Teacher's Signature
Day-1	Revision of Module-3 and Telugu-English Lesson from Module-3 28-8-23	Learning & Teaching Techniques	<u>L. S.</u>
Day-2	Maths Game and Craft from Module-3 29-8-23	Learning & Teaching Techniques	<u>L. S.</u>
Day-3	GAMES FOR GEAR INTERACTION 30-8-23	Physical & Mental Relief	<u>L. S.</u>
Day-4	Module-4 Telugu Lesson 6 English Lesson 31-8-23	Learning & Teaching Techniques	<u>L. S.</u>
Day-5	Module-4 Maths & Interacted Craft 1-9-23	Learning & Teaching Techniques	<u>L. S.</u>
Day-6	Revision of Module 1 & 2 2-9-23	Learning & Teaching Techniques	<u>L. S.</u>

WEEKLY REPORT

Week 1 from 01.08.23 to 07.08.23

Overview of the Activity Days

Detailed Report

It is the 3rd week started from 26-8-23 to 2-9-23. I started 8th module 1. Refuge Lesson which is most introduction of different animals and they show huge interest in it. English lesson clap for words for our introduction on 1st day.

- on second day Maths lesson Counting with Stones. One of the students helped me to create a stick and a craft house of doing cat and
 - jump on the third day frog jumping, mostly boys are active in doing this.
 - fourth day module-1, 1. Refuge Lesson. Which is a story extension I read them a story. Starting the love and progress lesson which is a finding their partner. Capital to a small letter.
 - Fifth day module 1, Maths lesson which is a Number counting in forward & backward counting.
- It is a craft work of each game of jumping on both side of Module-1.
- note

ACTIVITY LOG FOR THE THIRD WEEK

Day	Brief description of the daily activity	Learning Outcome	Person in Charge Signature
Tue-1	Entered with Session 5 and Session 6 4-4-23	Learning of Teaching Techniques	L. D.
Wed-2	Teacher's Day 5-4-23	Celebrations with Students	L. D.
Thu-3	Holiday - Art Festival 6-4-23	-	L. D.
Fri-4	Module - 5 discussion initiated by Students 7-4-23	Learning of Teaching Techniques	L. D.
Sat-5	Program for Students 8-4-23	Increase in Physical and Mental Health	L. D.
Sun-6	Second Saturday 9-4-23	-	L. D.

WEEKLY REPORT

Week - 5 from 01.09.22 to 07.09.22

Objective of the Activity Class

Class - 12th B

- ⇒ On the first day I am attending school in 9:00 am.
- On the second day they given holiday on the eve of Teacher's day.
- Third day they given holiday on the eve of Sri Aurobindo Jayanti.
- 4th day is the second Saturday.

ACTIVITY LOG FOR THE FORTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcomes	Parent/Class Signature
Day-1	Module-5 Telugu Lesson 11-7-23	Learning Teaching Techniques.	CD
Day-2	Module-5 English Lesson 12-8-23	Learning Teaching Techniques.	CD
Day-3	Module-5 English Part 2 Lesson 13-9-23	Learning Teaching Techniques.	CD
Day-4	Module-5 Revision 14-9-23	Learning Children Management.	CD
Day-5	Module-6 Telugu Lesson 15-9-23	Learning Teaching Techniques.	CD
Day-6	Module-6 English Lesson 16-9-23	Learning Teaching Techniques.	CD

WEEKLY REPORT

WEEK - 4 FROM DR. 12-5-23 to 18-5-23

Efficiency of the Activity Done

Desired Output

- On the first day, I had started module-5 Telugu lesson which is a Showing like a animal by a child to guessing by others and Maths lesson which is Adding and Counting Chalk pieces.
- On the second day, English lesson which is Rhyme time.
- On the third day, Art & Craft work of Lady's finger's flowers.
- On the fourth day, game from the module-5.
- On the fifth day, Module 6, Telugu lesson. Listen & Speak.
- On the sixth day, Module-6 English lesson. Listen & Speak.

ACTIVITY LOG FOR THE FIFTH WEEK

Day & Date	Brief Description of the daily activity	Learning Outcome	Progress in Class/Signature
Day-1	VITHAYALA Chavotti 18-9-2022	-	<u>L.O.</u>
Day-2	Module-6 Maths Lesson: 19-9-2022	Learning Techniques	<u>L.O.</u>
Day-3	Module-6 PRC Ex. Craft Work. 20-9-2022	Learning Teaching Techniques	<u>L.O.</u>
Day-4	Revision of Module-6 21-9-2022	Learning Teaching Techniques	<u>L.O.</u>
Day-5	Module-7 Telugu Lesson: 22-9-2022	Learning Teaching Techniques	<u>L.O.</u>
Day-6	Module-7 English Lesson: 23-9-22	Learning Teaching Techniques	<u>L.O.</u>

WEEKLY REPORT

Module - 3 (from 22-1-22 to 28-1-22)

Objective of the Activity Done

Detailed Report

- In the fifth week, first day is declared as Sunday on the eve of Vinayaka Chaviti.
- On the second day, Module-6 Maths lesson from 1-99 number counting.
- On the third day, Art & Craft work of Little Bommala. Mostly girls show interest in it.
- On the fourth day, game from Module 6 four finger.
- On the ~~fifth~~ fifth day, Module-7 Telugu lesson. I have given some letters and ask them to join to get new word.
- On the sixth day, Module-7, English which is passing the Ball game.

ACTIVITY LOG FOR THE SIXTH WEEK

Sl. No.	Brief description of the daily activity	Learning Outcome	Person In Charge Signature
Day-1	Module-7 Maths Lesson. 25-7-23	Learning Teaching Techniques	LD
Day-2	Module-7 Art & Craft work. 26-7-23	Learning Teaching Techniques	LD
Day-3	Module-8 Telugu & English Lesson. 27-7-23	Learning Teaching Techniques	LD
Day-4	Holiday - Eid-ul-Fitr. 28-7-23	-	LD
Day-5	Module-8 Maths & Art & Craft work. 29-7-23	Learning Teaching Techniques	LD
Day-6	Revision of Module 7 and forward pass. 30-7-23	Learning Teaching Techniques	LD

Page No.

WEEKLY REPORT

WEEK - 6 DATES 25-1-23 to 30-1-23

Summary of the Activity Done:

Planned Program:

- on the 6 week, first day. I had Hindi Maths lesson which is Jumping of numbers
- on the second day. Module-7 and 8. I had work on topics of Boy and girl and game of talking on line.
- on the third day. Module-8. Telugu lesson. Guessing of words by indicating numbers and English lesson. Simon says which is instructions.
- on the fourth day. Module 8 and 9. I had work on it. It is a holiday on the day of Eid-ul-Milad
- on the fifth day. Module-9 Maths lesson which is a cricket counting for 6 cricket.
- on the sixth day. Game of catching in Harshita given team and a reward party.

CHAPTER 5 OUTCOMES DESCRIPTION

Describe the work environment you have experienced. In terms of any of the following: facilities available and maintenance, safety of all work activities, productivity, processes, discipline and management, human resources, education, sanitation, social support and housing, electricity and water and other factors etc.]

Intern's work environment is one of the aspects of Intern's Quality conditions in the report. The people at ~~the~~ school where I am working are from Sekou Toure Secondary school, Serekunda district.

where I found a good interesting staff. As I went at an intern under training. Improvement programme organized by UNICEF works well to improve our teaching techniques. We were given a diet for our work and provided by natural things like chalk. Our goal is to enhance the students and observe them. Analyzing all activities by standards and so on. Our things are from 9:00 am to 3:30 pm.

The Head Master and the Teachers are very polite and humble to me. The Serekunda are very friendly and interactive with me. So I am able to adjust very easily. The other interns were also cooperative in work.

Yes

Yes

Describe the real (non-technical) skills you have acquired in this 12.25% of
total skills and knowledge of experience.

There are some Technical skills I have
Acquired from this internship.

I have know about how to put my
Knowledge and skills into practice as we provided
a schedule to teach them which is a Module where
it contains English, Maths, Art and craft
and a game for the children, which enhance
my communication skills and built a friendly
relationship with the children and built a
friendly relationship with the children and
staff of my working place. I learned that
every department has it's own work. I was
very curious to learn to new skills from
several department of the school. Headmaster
and the staff clarifies my each and every
doubt about the school.

Asking and Receiving feedback is very
important. It is essential to take note of
both the positive and negative points for future.
I came to know that asking & receiving feedback
my difficult at that time of time but it has
a huge impact in future.

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Describe the managerial skills you have acquired in terms of leading, listening, team work, information, communication, production and of time, money management, to computerize and selling, decision making, performance management.

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

I learned how to effectively deal with people and developing my managerial skills. As we provided a module by LIP programme through an app we have our assigned work to complete. With respect to time that we have, we, as an intern in that school, I learned to manage time and work that engaged with several department of school.

We have kept notes to remember the observations that we made everyday such as the food that they provide, books and other essentials for their students. Our intern team held a meeting session to discuss several aspects to enhance the child education in mental stability. We planned to improve their Academic progress by several motivational and other activities. We discussed about our preference in the school in teaching.

Team

Describe how you could improve your communication skills in terms of improvement in oral communication, written communication, nonverbal communication, and listening skills while communicating, which assignment, understanding others, group collaboration by others, teamwork spirit, ability to work with my peers, sharing the information, maintaining studies and projects, giving, sharing and appreciating others.

- I have huge involvement in communication
stage in this workshop in Miss School and the
Sustainable Model in Education.

As we have been always interactive with students and staff our communication skills improved day by day. As we just started to talk with initially but later we feel comfortable to talk. As we improved our communication skills, working on blackboards feels easy. At initial stage later we feel confident in teaching by the guidelines given by the teaching staff.

Our intern team had many discussions which improve my speech skills which able to improve my conversation and giving, difficulties and giving speeches and also others. We have also developed our teaching skills in their our internship.

Describe how could you could enhance your abilities to group discussion participation in more constructive & team member leading & membership.

Team work is one of the most significant skills I have learned in my work place.

We The members of Mansoura elementary school in Mansoura city of Alexandria work as a team to enhance and improve our work in an efficient way.

Firstly all of us doesn't have any relation between each other. Gradually we become a team, and each one became the leader of that team where we conduct discussions on every week to enhance the children which plays a vital role in our performance at work place.

Working as a team member and leader in the internships made me know about how to work and manage the team. It made me to interact and co-operate each other to manage our work efficiently. It gave a practical knowledge exposure to me.

Describe the technological developments you have observed and relevant to the subject area of teaching from an digital technology viewed to your school

The Government has taken a big step in implementing teaching technology in Education system to enable digital transformation of schools.

The (Municipal) ~~the~~ Municipal Panchayat primary school (G.P.S) in Southwalth ~~the~~ Municipal street Kotha Kottu Village, Srikakulam district needs it in this stage of academic year.

The Headmaster updates the information of school through smart phone. He can trace of the students and bring their day to day attendance. And he also take photograph of the children during their lunch time of their Menu and Nutrient food.

The Headmaster observed the Teaching method in every classroom. And he asked us to provide the Academic year in English Medium. When compared to our school day Government Schools had a great development. children of that school is always monitored by the teachers. In their safety.

Student Self-Evaluation of On-School-Term Internship

Student Name: Pooja Singh Term: 1st Year Registration No: 2/2204025024
 Term of Internship: 05/07/2024 From: 18-07-24 To: 30-09-24
 Date of Evaluation: _____
 Organization Name & Address: MPP School, Amherst, India

Please evaluate your performance in the following areas:

Rating Scale: _____
 Letter grade or CGPA information to be provided: _____

		1	2	3	4	5
1. Motivation		1	2	3	4	5
2. Communication		1	2	3	4	5
3. Interactivity with content		1	2	3	4	5
4. Self-confidence		1	2	3	4	5
5. Work Plan and organization		1	2	3	4	5
6. Creativity		1	2	3	4	5
7. Time Management		1	2	3	4	5
8. Attendance and punctuality		1	2	3	4	5
9. Achievement of Task/Goal/Outcome		1	2	3	4	5
10. Overall Satisfaction		1	2	3	4	5

Date: 30-09-24

Pooja Singh
 Student of the Institution

Evaluation by the Supervision of the Intern Organization

Student Name: Prithvi Vaidya ID No: 504034 Registered No: _____

Term of Internship: From 14-6-23 To 10-8-23

Date of Evaluation: _____

Organization Name & Address: NIPS School NIPS, Kalyan, Maharashtra

Name & Address of the Supervisor: S. Apple, M/404, Sripatruni,
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 (Good)

	1	2	3	4	5
1. Written Communication					
2. Interaction ability with community					
3. Self-confidence					
4. Work Plan and experience					
5. Creativity					
6. Time Management					
7. Achievement of Desired Objectives					
8. Overall Rating					

For _____

Signature _____

Signature of the Supervisor
NIPS School NIPS
Kalyan, Maharashtra
10/8/23

EVALUATION

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Internal Evaluation for Short Term Internship (On-site/Virtual)

Objectives

- To improve theory and practice
- To learn to appreciate work and its relation towards the future
- To develop work habits and attitude necessary for job success
- To develop communication, interpersonal and other critical skills in the future job.
- To acquire additional skills required for the world of work.

Assessment Model

- There shall only be internal 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 100 marks.
- The number of credits assigned is 4. Yet the mark shall be assigned on the grades and grade points to be made by using the SGPA and CGPA.
- The weightage shall be:

a. Activity Log	25 marks
b. Internship Reflection	30 marks
c. Oral Presentation	45 marks
- Activity Log is the record of the day-to-day activities. The Activity Log is assessed on an individual basis, this also log for individual members within groups is 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's contribution and commitment.
 - b. The quantity 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 outlined in Weekly Reports and Outcomes Assessment:
 - a. Evaluation of Our World Experience

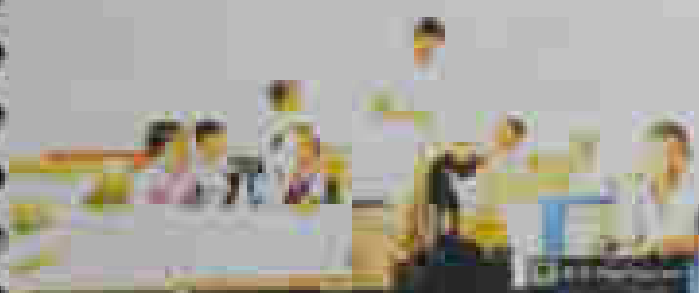
- b. Real Time Technical Skills acquired.
- c. Management Skills acquired.
- d. Improvement of Communication skills.
- e. Team Dynamics.
- f. Technological Developments recorded.



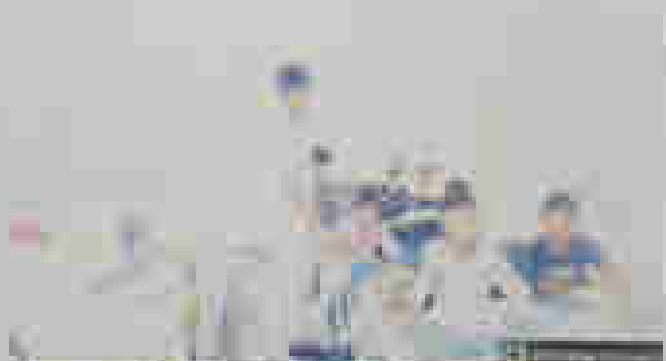
Mr. [Name] - Video Center



Students working in the Video Center

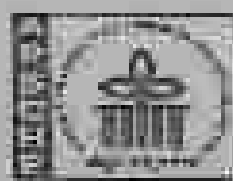


Students working in the library



Students working in the library

MARKS STATEMENT
(To be used by the Examiners)



**ANDHRA PRADESH
STATE COUNCIL OF HIGHER EDUCATION**

(A Statutory Body of the Government of Andhra Pradesh)

2nd, 3rd, 4th and 5th Floors, New Chaitanyam Towers, Sri Ram Nagar, 1st Cross Street, Road
Adjacent to O'Mangalagiri (M), Chennai, Andhra Pradesh, Pin - 522 403
www.apshce.ac.in