

Model Program Book



SHORT-TERM INTERNSHIP (On-Site/Virtual)

Designed & Developed by



**ANDHRA PRADESH
STATE COUNCIL OF HIGHER EDUCATION**

(A STATUTORY BODY OF GOVERNMENT OF ANDHRA PRADESH)



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PROGRAM BOOK FOR

SHORT-TERM INTERNSHIP

(Onsite / Virtual)

Name of the Student: Silla Horika

Name of the College: Government Degree College (men) SKM

Registration Number: 2122001123034

Period of Internship: Subject From: 21/8/23 To: 30/9/23

Name & Address of the Intern Organization:

Gujarat Sahitya Akademi (Srikakulam)

Srikakulam (District)

Srikakulam (Mandal)

Andhra Pradesh (State)

Pin Code: 532001
Ambedkar University

YEAR

An Internship Report on

Learning improvement programme

(Title of the Internship)

Submitted in accordance with the requirement for the degree of

GDE (MER) Srikulam

Under the Faculty Guideship of

Harisha Mamm

(Name of the Faculty Guide)

Department of

BSC (BTZC)

(Name of the College)

Submitted by:

Silla Harika

(Name of the Student)

Reg.No: 2122001123034

Department of

Biotechnology

(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 2 months (180 hours) of short-term internship either physically or virtually.
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 Silla Harika a student of _____
Program Reg. No. 2120051121039 of the Department of B. Biotechnology (G.D.C.) from
College do hereby declare that I have completed the mandatory internship
from 18-8-2023 to 30-9-23 in AVN (MHC) Gujardapur (Name of
the intern organization) under the Faculty Guidship of
R. Hazdra Mann (Name of the Faculty Guide), Department of
Biotechnology GDC (men) Sivakulam
(Name of the College)

S. Harika
(Signature and Date).

Official Certification

This is to certify that Silla. Harika (Name of the student) Reg. No. 21622001/23024 has completed his/her Internship in _____ (Name of the Intern Organization) on AVN(MHC) School Gujaraathipeta (Title of the Internship) under my supervision as a part of partial fulfillment of the requirement for the Degree of Bio technology in the Department of Govt. Degree College (Men) Srikalakulam (Name of the College).

This is accepted for evaluation.


(Signatory with Date and Seal)

Endorsements


Faculty Guide


HEAD OF THE DEPARTMENT
Department of Biotechnology
Govt. Degree College (Men)
SRIKALAKULAM

Principal



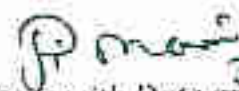
Certificate from Intern Organization

This is to certify that Silla Harika (Name of the intern)
Reg. No 2122001123034 of GPR (Men) Silakulam (Name of the
College) underwent internship in AVN (MHC) School Gupathipeta (Name of the
Intern Organization) from 18-8-2023 to 30-9-2023.

Timing:- 9:30 to 4:00pm

The overall performance of the intern during his/her internship is found to be

Satisfactory (Satisfactory / Not Satisfactory).

 30/9/2023
Authorized Signatory with Date and Seal

HEADMISTRESS
AVN (M) M.C.H. School
Gupathipeta
Silakulam-532 005

Acknowledgements

The successful completion of the internship report would not have been possible without the support and assistance of many individuals and Organisation. I feel immensely blessed to have gotten this during the course of my internship programme of two months. I would like to take this opportunity to offer my earnest administration to each and everyone of them that 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 vision encouragement and inducing interest in the internship.

And my special thanks must be given the teachers and Government teachers of KPE (AVN)MHC school in srikakulam for the feed back which aided to achieve skills & develop.

My last and most important thanks like to all those made this report possible and become a reality with their kind assistance.

Contents

Chapter-1:- Executive Summary.

Chapter-2:- overview of the organization.

Chapter-3:- Internship part.

Chapter-4:- Weekly Report and Activity log.

- * Activity log for week-1 and weekly Report.
- * Activity log for week-2 and weekly Report.
- * 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:- outcome Description.

- * Describe the Realtime Technical skills you have
- * Describe the Managerial skills you have acquired.
- * Describe the how you could improve your Communication

Skills

- * Describe how you could enhance your abilities.
- * Describe the Technological development you have observed and Relevant to the subject area of training.

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CHAPTER 1: EXECUTIVE SUMMARY

The internship report shall have only a one-page 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 joined as an intern under the Organisation of learning improvement programme under the ODISEFF in Education department.

I visited Government School named as Municipal Elementary School Gujarathipeta in Srikakulam.

I choose Education department to know the Government way of Teaching Method of Organization of Government School to Notice their Education quality.

I noticed that this school need care from the government to improve Infrastructure to this school and my learning Objectives are teaching Techniques methods schools procedure. Students behaviour and most importantly food and other special care to enhance attendance.

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

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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 joined in the Government primary school named Municipal Elementary School in Gujaraathipeta of Srikakulam district which provides Education to the poor people in that surroundings.

I observed many new issues rised in the school as it in the developing condition.

I am personally able to recollect the way of government School organisation working method.

As I joined as intern in that school, Teachers had supported me a lot to take classes to students and advised me the way of teaching to a primary School students in their period of time.

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 have joined in the experiment school named Gujvatupeta Elementary school of Srikakulam district for 45 days internship.

I worked as a intern a that school and.

I take classes to 3, 4, 5 classes.

In detail, working condition are start from 9:30 to 4:00pm in the school.

I am starting of 9:30 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 circular activities.

The short term internship provides me more teaching Techniques and friendly behaviour & patience.

ACTIVITY LOG FOR THE FIRST WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	I have joined in the school named AVN(HC) Gujaratipele Govt. School 21-8-23 1st module start	Observation of Surroundings	K. Lona
Day -2	Introducing myself and explaining the English picture reading 22-8-23	Students show interest to us	K. Lona
Day -3	1st module games and arts & crafts over and second module start 23-8-23	Quick responses in arts, crafts and games	K. Lona
Day -4	Second module English and Maths start	Experiencing of students Behaviour	K. Lona
Day -5	Holiday Varalakshmi Vratatham 25-8-23	-	K. Lona
Day -6			K. Lona

WEEKLY REPORT

WEEK - 1 (From Dt. 21.8.23 to Dt. 26.8.23)

Objective of the Activity Done:

Detailed Report

I have joined in the A.V.N.G.M.C. Gujanatlapeta school in Srikakulam Mandal & Srikakulam district where it contains 20 students studying 3 and 4 classes. I had an interaction session with students & Teachers.

I started Teaching Module - 1 Telugu lesson is 'Simham' - Akavi Story. English picture Reading Maths 1-9 Numbers Counting Arts and Crafts work of Dog using paper and playing a small game.

After we started Telugu lesson which is picture based lesson and Maths lesson Jumping with numbers. Children enjoyed the session and then Holiday on the eve of the Varalakshmi Vratam.

ACTIVITY LOG FOR THE SECOND WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	Third Module Telugu Start 28-8-23	Learning of Teaching Techniques	K. Laxma
Day -2	Third Module Telugu completed 29-8-23	Learning of Teaching Techniques	K. Laxma
Day -3	Third Module English Start 30-8-23	Learning of Teaching Techniques	K. Laxma
Day -4	Third Module arts, crafts, maths, games 31-8-23	Physical and mentally relief.	K. Laxma
Day -5	Fourth Module Telugu and english completed 1-9-23	Learning of Teaching Techniques	K. Laxma
Day -6	4th Module maths, crafts, games 2-9-23	Learning Teaching Techniques	K. Laxma

WEEKLY REPORT

WEEK - 2 (From Dt. 28-8-22 to Dt. 2-9-22)

Objective of the Activity Done:

Detailed Report:

It is the 2nd week started from 28-8-22 to 2-9-22

- I started 2nd Module Telugu lesson which is Mass Intimation of different animals and they show huge interest in it. English lesson clap for work for our instructions on 1st day. In second day Maths Chapter counting with stones one of the students helped me to complete it and And Art & Craft work of doing cat and game on the third day. Frog jumping mostly boys are active in doing this.

Fourth day module 4, Telugu lesson which is a story extension I used her as my starting line and English lesson which is starting line and English lesson which is a finding your partner capital to a small letter. After day module 4, maths lesson which is a Number counting & forward & backward counting.

Art & Craft work of Duck game of Tumping on sixth day of Module-4.

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ACTIVITY LOG FOR THE THIRD WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	5 module Telugu and English lesson 1-9-23	Learning Teaching Techniques	L. Lema
Day - 2	Teachers day/ arts, crafts and games. 5-9-23	celebrations with students	L. Lema
Day - 3	Holiday Srikrishnashtami 6-9-23	-	L. Lema
Day - 4	6th module Telugu English lessons 7-9-23	Learning Teaching Techniques	L. Lema
Day - 5	6th module Maths, arts, crafts, games. 8-9-23	Learning Teaching Techniques	L. Lema
Day - 6	Second Saturday Holiday 9-9-23	-	L. Lema

WEEKLY REPORT

WEEK - 3 (From Dt. 9.9.23 to Dt. 15.9.23)

Objective of the Activity Done:

Detailed Report:

- on the first day they will be start the class Telugu and English lesson.
- on the second day they give holiday on the eve of Teachers day.
- Third day they given holiday on the eve of Srikrishnashtami.
- Fourth day and sixth module Telugu, English lessons teach.
- Fifth day sixth module Maths, arts, Crafts, games.
- Sixth day is the second Saturday. It is a government holiday.

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ACTIVITY LOG FOR THE FORTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	seventh module Telugu and english lesson 11-9-23	Learning Teaching Techniques	K. Uma
Day -2	Seventh module Maths 12-9-23	Learning Teaching Techniques	K. Uma
Day -3	Seventh Module games, arts, crafts 13-9-23	Learning Teaching Techniques	K. Uma
Day -4	Eight Module Telugu English Lessons 14-9-23	Learning Teaching Techniques	K. Uma
Day -5	Eight module Maths 15-9-23	Learning Teaching Techniques	K. Uma
Day -6	Eight Module games, arts Crafts. 16-9-23	Learning Teaching Techniques	K. Uma

WEEKLY REPORT

WEEK - 2 (From Dt.../11/2023 to Dt.../12/2023)

Objective of the Activity Done:

Detailed Report:

- on the first day I had started seventh module Telugu lesson which is a shouting like a animal by a child & guessing by others.
- on the second day maths lesson which is according to ascending order counting chalk piece.
- on the third day arts and games - crafts of index finger flowers.
- on the fourth day Telugu, english lessons.
- on the fifth day eight module maths chapter.
- on the sixth day eight module games, arts, crafts.

ACTIVITY LOG FOR THE FIFTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Vinyasa chavithi 18-9-23	-	K. Uma
Day - 2	Nineth module Telugu lesson 19-9-23	Learning Teaching Techniques	K. Uma
Day - 3	Nineth module English lesson 20-9-23	Learning Teaching Techniques	K. Uma
Day - 4	Nineth module Maths 21-9-23	Learning Teaching Techniques	K. Uma
Day - 5	Nineth module arts, crafts games 22-9-23	Learning Teaching Techniques	K. Uma
Day - 6	10th module Telugu 23-9-23	Learning Teaching Techniques	K. Uma

ACTIVITY LOG FOR THE FIFTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day-1	Vinayaka chavithi 18-9-23	-	K. Uma
Day-2	Nineth Module Telugu lesson 19-9-23	Learning Teaching Techniques	K. Uma
Day-3	Nineth Module English lesson 20-9-23	Learning Teaching Techniques	K. Uma
Day-4	Nineth Module Maths 21-9-23	Learning Teaching Techniques	K. Uma
Day-5	Nineth Module arts, crafts games 22-9-23	Learning Teaching Techniques	K. Uma
Day-6	10th Module Telugu 23-9-23	Learning Teaching Techniques	K. Uma

WEEKLY REPORT

WEEK - 5 (From Dt. 18.9.23 to Dt. 23.9.23)

Objective of the Activity Done:

Detailed Report:

- on the first day is declared as holiday on the eve of Vinayaka Chavithi
- on the second day 9th module Telugu lesson
- on the third day 9th module English lesson. colour colour which colour
- on the fourth day 9th module maths 1-10 Numbers
- on the fifth day 9th module arts, crafts, games paper game
- on the sixth day 10th module Telugu lesson

ACTIVITY LOG FOR THE SIXTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	Tenth Module English lesson 25-9-23	Learning Teaching Techniques	K. Uma
Day -2	Tenth Module Maths chapter 26-9-23	Learning Teaching Techniques	K. Uma
Day -3	Tenth Module arts, crafts games 27-9-23	Learning Teaching Techniques	K. Uma
Day -4	Holiday Eid-e-Milad 28-9-23	-	K. Uma
Day -5	Eleventh module Telugu lesson 29-9-23	Learning Teaching Techniques	K. Uma
Day -6	Eleventh Module English Maths, arts, crafts, games	Learning Teaching Techniques	K. Uma

WEEKLY REPORT

WEEK - 6 (From Dt...25-9-23 to Dt...30-9-23)

Objective of the Activity Done:

Detailed Report:

- on the first day 10th module English lesson

Name Simon says which is instructions

26-9-23

- on the second ^{day} 10th module maths chapter

- on the third day Tenth module arts, crafts, games 27-9-23

- on the fourth day the eve of Eid-e-Milad Holiday.

Date 28-9-23.

- on the fifth day Eleventh module Telugu lesson.

Date - 29-9-23.

on the sixth day 11th module English lesson

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 work environment is one of the aspect of Internal Quality addressed in this report. The people at (AVN) MHE school in Gujarathipeta in Sukakulam Mandal and Srikalakulam district where I found a good interacting staff. As I went as an intern under learning Improvement programme organised by UNICEF which ables to improve our Teaching Techinques. We was given a desk for our work and provided by minimal things like chalk. our role is to enhance the students and observe them analyzing all activities by students and staff. our timings are from 9:30Am to 4:30pm. The Head Master and the Teachers are very polite and humble to me. The students are very friendly and interactive which made me sociate with them very easily the other interns were also comperative in work. we are our interaction team were very active focused in work we were also given space for our process.

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

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

I have known about how to put my knowledge and skills into practice. As we provided a schedule to teach them which is a module where it contains Telugu, English, Maths, Arts and Crafts and a game for the children which enhance my communication skills and built a friendly relationship with the children and staff at my working place. I learned that every department has its own work. I was very curious to learn new skills from several departments of the school. Headmaster and the staff clarified 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 may be difficult at that time to hear but it has a large impact in future.

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 some managerial skills. I have acquired from their 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 are an intern in that school. I learning the manage time and work that engaged with several department of school.

We have kept notes to note down the observations that we made everyday such as the food that they provide books and other essential for their studies our interteam held a meeting session to discuss several aspects to enhance the child Education & mental stability. We planned to improve their Academic progress by several, Motivations and other activities. We discussed about our performance in the school in teaching.

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.)

I have huge improvement in communication skills in their internship in AVN (MTC) Sujanthipeta srikakulam

As we have been always interactive with students and staff our communication skills improved day by day. As we feel tense to talk with but later we feel comfortable to talk as we improved our communication skills writing on black-board feels anxiety at initial stage later we feel confident in teaching by the activities given by the teaching staff.

Our intern team that had many discussions which improve my speech skills which abled to improve my conversation and greeting, appreciate and other wishes we have also developed few Teaching Skills in our internship.

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 significant skills
I have learned in my work place

We the interns of Municipal elementary school
in Gujarathipeta Sritakulam formed as a team to enhance
and improve our work in an efficient way.

Finally all of us, doesn't have any relation between each
other but gradually we become a team and each one became
the leader of that team where we conduct discussion 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
internship made me know about how to work and
manage the team. It makes me to interact and cooperate
each other to manage our work efficiently. It gave a
practical knowledge, experience to me.

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 schools.

The Municipal elementary school in Gujranwala district needs it in this stage of academic year.

The Headmaster updates the information of school through Smart phone he scan faces of the students and verify 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 methods in every classroom and he asked us to practice 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 to their safety.

Student Self Evaluation of the Short-Term Internship

Student Name: <u>Silla Hazika</u>	Registration No: <u>2122005112034</u>
Term of Internship: <u>45 days</u> From: <u>18-8-22</u>	To: <u>30-9-22</u>
Date of Evaluation:	
Organization Name & Address: <u>AVN(MMC) School Gajonathipeta</u>	

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

Silla Hazika

Signature of the Student

Date:

Evaluation by the Supervisor of the Intern (1)

Student Name: Silla Harika

Term of Internship: 45 days From: 31/8/23

Date of Evaluation:

Organization Name & Address: AVN (PVT) S. L. Harika

Name & Address of the Supervisor: K. Uma
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: 31/09/2023

Signature of the Supervisor: P. Mani
30/9/23

HEADMISTRESS
A. N. V. P. H. S. S. L.
Gandhinagar
5th Floor, 2nd Floor

PHOTOS & VIDEO LINKS



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EVALUATION

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

Objectives:

- To integrate theory and practice.
- To learn to appreciate work and its function towards the future.
- To develop work habits and attitudes 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. Later the marks shall be converted into grades and grade points to include finally in the SGPA and CGPA.
- The weightings shall be:

a. Activity Log	25 marks
b. Internship Evaluation	50 marks
c. Oral Presentation	25 marks
- 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:Nil



ANDHRA PRADESH STATE COUNCIL OF HIGHER EDUCATION

(A Statutory Body of the Government of Andhra Pradesh)

2nd, 3rd, 4th and 5th floors, Neeladri Towers, Sri Ram Nagar, 6th Battalion Road,

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

www.apsche.ap.gov.in