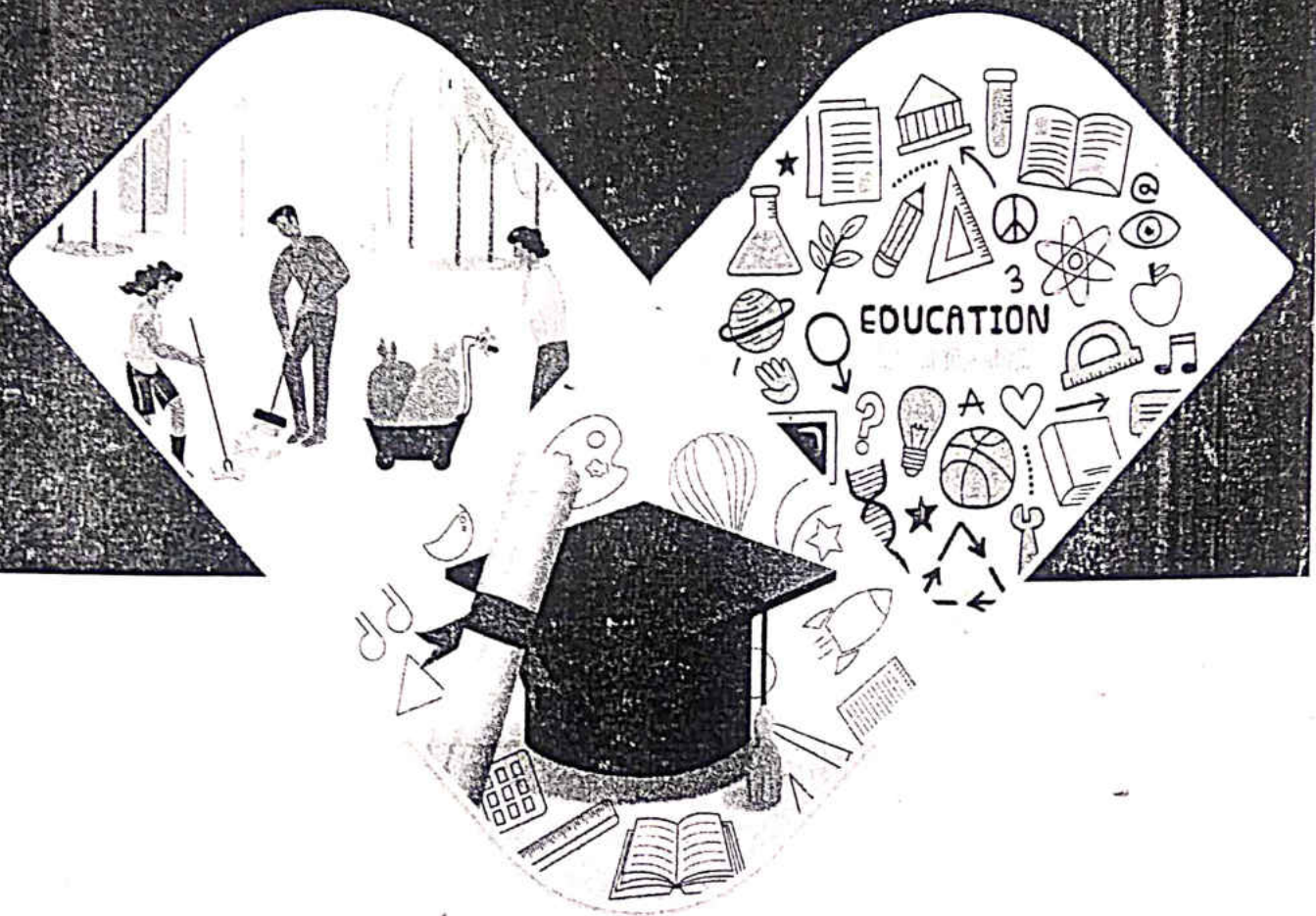


Program Book



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:

Name of the College:

Registration Number:

Period of Internship

Name & Address of the Intern Organization

University

YEAR

MARKS STATEMENT
(To be used by the Examiners)

EXTERNAL ASSESSMENT STATEMENT

Name Of the Student: Paila Madhavi

Programme of Study:

Year of Study: 2020 to 2023

Group: M-PC

Register No/H.T. No: 2022001052033

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

University: Dr. B. Ambedkar university Srikakulam

Sl.No	Evaluation Criterion	Maximum Marks	Marks Awarded
1.	Internship Evaluation	80	79
2.	For the grading giving by the Supervisor of the Intern Organization	20	19
3.	Viva-Voce	50	44
	TOTAL	150	
GRAND TOTAL (EXT. 50 M + INT. 100M)		200	

Signature of the Faculty Guide



M. Vijayanand
Signature of the Internal Expert

Signature of the External Expert

A. Panigrahi
19/07/23.

Signature of the Principal with Seal

INTERNAL ASSESSMENT STATEMENT

Name Of the Student: Paila. madhavi

Programme of Study:

Year of Study: 2020 to 2023

Group: M.P.C

Register No/H.T. No: 2022001052033

Name of the College: Govt. degree clg [men] srikakulam

University: Dr. B.R Ambedhkar university srikakulam

Sl.No	Evaluation Criterion	Maximum Marks	Marks Awarded
1.	Activity Log	10	09
2.	Internship Evaluation	30	29
3.	Oral Presentation	10	19
	GRAND TOTAL	50	47

Date:


Signature of the Faculty Guide

An Internship Report on

Education departement

(Title of the Semester Internship Program)

Submitted in accordance with the requirement for the degree of

B.Sc (M.P.C)

Under the Faculty Guideship of

R. chandhra shekar sir

(Name of the Faculty Guide)

Department of

chemistry [Govt. degree clg (men) srikakulam]

(Name of the College)

Submitted by:

Paila. Madhavi

(Name of the Student)

Reg.No: 2022001052033

Department of chemistry

Govt. degree collage (men) srikakulam

(Name of the College)

Student's Declaration

I, Paila. Madhavi a student of BSc [M. PC]
Program, Reg. No. 202200105203 of the Department of chemistry
College do hereby declare that I have completed the mandatory internship
from 07/12/2022 to 18/03/2023 in Education department (Name of
the intern organization) under the Faculty Guideship of
P. Chandhva Shekar Sir (Name of the Faculty Guide), Department of
chemistry, Govt degree clg (men) Srikalam
(Name of the College)

P. Madhavi
(Signature and Date)

Official Certification

This is to certify that Paila. madhavi (Name of the student) Reg. No. 2022001052033 has completed his/her Internship in M.P.U.P.S poosarlaipadu (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 B.Sc [M.P.C] in the Department of Govt. degree dg (men) skm (Name of the College).

This is accepted for evaluation.



M.V. Jayanani

(Signatory with Date and Seal)

M.P.U.P. School
POOSARLAIPADU
Gara Mandal, Skm Dt

Endorsements

Faculty Guide

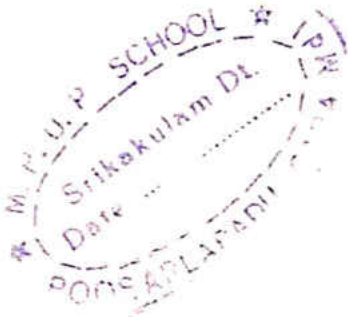
Head of the Department

Principal

Certificate from Intern Organization

This is to certify that Paila. Madhavi (Name of the intern)
Reg. No 2022001052033 of Govt. degree clg (men) sk/m (Name of the
College) underwent internship in M.P.U.P school. Poosarlapadu (Name of the
Intern Organization) from 07/12/2022 to 18/03/2023

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



M. Vijayanand

Authorized Signatory with Date and Seal

Head Master
M.P.U.P. School
POOSARLAPADU
Gara Mandal, Srim. Dt.

Acknowledgements

This School internship report is the result of on end of the way of 4 months. It would not have been possible without the participation and assistance of the brave and courageous. Thus I have to thank to all.

First and foremost, I would like to give special thanks to my mentor and our computer madam to support us more and I also thank to my parent who give me every opportunity to keep my step ahead.

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

Special thanks must be given to the teachers and the students of MPUP School Poosarlapadu for their feedback, love support, help with which I achieve skills and development.

I extended my gratitude to my friends, classmates and especially my internship friends with whom I started this internship.

Most important, I would like to thank all those who made this report and my besties (8th class students) possible and become a reality with their kind assistance.

Contents

- chapter-1 : Executive summary
- chapter-2 : overview of the organization
- chapter-3 : Internship part
- Log Book : First week to Fifteenth week
- chapter-5 : out comes description
- describe the real time technical skill you have acquired
 - describe the acquired knowledge
 - describe how you could improve your communication skills
 - describe the technological developments you have observed and relevant to the subject area of your training
- Student SETP Evaluation of the Internship Evaluation by the supervision of the Internship organization
- photos and videos links.

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 internship for period of four months in the department of education in MPUP School Poo Saricad. I choose the education department to know the show of current of education and made a difference with present times and I noted the changes

Learning objectives:-

- ① I would like to know about education area and their work so I choose the education department
- ② the teachers are maintained
 - a. wrote the diary
 - b. prepared the concept before to teach the class to students
 - c. prepared a class plan
 - d. take the notes on their concept
 - e. prepare a list of students based on their student knowledge
 - f. Improve the dull students on their respective subject

outcomes :- ① teaching learning materials by using paper chalk pieces etc
2 wrote the diary day to day

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 for the internship I choose the department of education to do the internship for months I worked in mpup school poosarlapada. The education sector day's a key role in every sector

I observed many thing in mpup school poosarlapada that hour children are beyond the lack of knowledge. My introduction with the students were very friendly and valuable. I spend a lot of time in the school with the students

→ introduction:-

myself ~~M. Suresh~~ P. Madhavi I worked the internship for four months in the department of education I worked in M.P.B.P School poosarlapadu for four months my H.M @ vari sri madem and ~~only~~ teacher staff

→ value of organization:-

in this organization the value of the teacher and valuable of student life is very important is
* The teacher teach lessons to students

CHAPTER 3: INTERNSHIP PART

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

I worked in the M.P.V.P school poozarlapadu in the department of education I worked in the government school and I taught lessons to the students and I conducted activities quiz on science day, drawing competition. I used the board to teach the class to the subject. I used the and helped some of the students of NMMS class and clarified their doubts I also performed some tasks to the students is that to encourage their capability and increase their level of and knowledge.

I performed weekly task to the student this part of the internship make me more knowledge I learned many changes of things some student are not interested to study, I motivated them to learn and made him to participate in some activities to gain knowledge.

ACTIVITY LOG FOR THE FIRST WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	Introduction to students	know about myself	
Day -2	about myself	know about me	
Day -3	know about students of primary	students are interested to know about me	Vijayaraman
Day -4	student introduction	they participate to tell details	
Day -5	Applying students marks online	know about the website	zi
Day -6	entering student marks at PAB online	know to enter marks	

WEEKLY REPORT

WEEK - 1 (From Dt...7/12/22 to Dt...13/12/22)

Objective of the Activity Done: Self-introductions.

Detailed Report:

on the first day, I introduce myself and also know the about the student and also know their knowledge by asking questions in their subjects and also posted the PA2 marks online ~~social~~ and maths of 8th class 7th class and 6th class students and I know the website and the option how to posted online and also noted the grade points of their marks and it is done based on given grade list

ACTIVITY LOG FOR THE SECOND WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	Teaching Additions problems	To know they are doing or not	
Day -2	give work to write Tables	to know how many tables they know	
Day -3	Learning Tables	learned	
Day -4	writing Tables	Students are written the work	
Day -5	explain how to add two numbers	learned	Σ
Day -6	exam on maths Tables	They participate to write	

WEEKLY REPORT

WEEK - 2 (From Dt. 14/12/22 to Dt. 20/12/2022)

Objective of the Activity Done: Taught 5th class

Detailed Report:

taught 5th class students on Maths subject on Topic Addition by giving some problems to add and also the students do the sums on black board one by one and also given a week to write Tables and one or two students to read table 10 year and also Teach 5th class students on ~~the~~ Maths subject on Topic Geometry

ACTIVITY LOG FOR THE THIRD WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	Asking questions to students	to know their doubts	
Day -2	New year celebration start	interested to participate	Vijayaraman
Day -3	Pangoli competition	interest to participate	
Day -4	Teach mathematics class to 9th class students	interested to listen	
Day -5	School work	list out the student who did not get books	
Day -6	School work	list the students did not get books	

WEEKLY REPORT

WEEK - 3 (From Dt. 21/12/22 to Dt. 27/12/22)

Objective of the Activity Done: New Year celebrations

Detailed Report:

on conducting new year celebrations by conducting pangoli competition and all the girls are instructed to participate and win the prize and the classes are decorated well by their student and some of the students doing some craft item. after that taught to Maths class 4 to 8th class students and also done the school work ie noted the list of student who didnot get textbooks of different subjects of all classes and posted to head master. and teachert EVS class to 5th class students

ACTIVITY LOG FOR THE FORTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	conducting slip test exams (maths)	conducted	
Day - 2	School work	posting PA3 marks online	Vijay Kumar
Day - 3	school work	posting PA3 marks online	
Day - 4	teaching 3rd class students	interested to listen	
Day - 5	school work	Grade work	M.
Day - 6	school work	List out the failed students	

WEEKLY REPORT

WEEK - 4 (From Dt. 26/12/22 to Dt. 3/1/23)

Objective of the Activity Done:

Detailed Report: School work

on the fourth week of internship
conducting slip test exams of the 6th class
and 7th class students as the subjects
Telugu and English students and also posted
PA3 marks on online of the subjects
Telugu, English and the marks and teach
EVs to the 3rd and 5th class students

ACTIVITY LOG FOR THE FIFTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	conducting dot exam english (8th class)	writing the exam	
Day -2	conducting our exam maths	writing the exam	
Day -3	DOT exams papers correction	know their knowledge	
Day -4	DOT exam papers correction	know what they wrote	
Day -5	work on exam papers	Listed the failed students	
Day -6	explaining the our exam papers	asking doubts	

WEEKLY REPORT

WEEK - 5 (From Dt. 4/1/23 to Dt. 10/1/23)

Objective of the Activity Done: conducting DOT Exam

Detailed Report:

on the fifth week conducting a DOT Exam to the 8th class students on the English subject. the students are prepared for half an hour for the exam and attempt the exam after preparation and after conducting relogu DOT exam and also students discuss their papers and they clarify the doubts to their subject teachers

ACTIVITY LOG FOR THE SIXTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	Teaching maths class to 8th class	Asking questions and solve the textbook sums	
Day -2	school work	MOM work entered into the system	
Day -3	teaching english Grammer to 3rd class	interested to listen and asking questions	
Day -4	teaching maths class to 5th class	clarified their doubts	
Day -5	conducting 10th class BOT exam	10th class students are writing their exam	
Day -6	teaching class to 9th class on physics	Asking doubts on physics topic.	

WEEKLY REPORT

WEEK - 6 (From Dt. 01/1/23 to Dt. 20/1/23)

Objective of the Activity Done:

Teaching 8th class

Detailed Report:

Teaching maths class to the 8th class students on the topic Areas firstly I asked some questions to some of the student how much they know about that topic and also teach physics class on the concept of kinetic energy and potential energy and also some deviation part conducting 8th class DOR exam on the subject physics and also do some school work of midday meal and entered the details of MOM to the website and also noted in the register and also entered the students attendance on online website and also taught english classes to 3rd and 5th class students like reading writing difficult words and dictation also

ACTIVITY LOG FOR THE SEVEN WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	teaching 3rd, 4th classes english subject	repondsed well	
Day -2	school work	counting the students month by attendance	
Day -3	conducting an activity to 8th class students	self-introduction activity all are participated	
Day -4	story narrating of 4th class students	students name orator story well	
Day -5	conducting 8th class students group decession	students know the lesson on English subject	
Day -6	celebrating 8th class students reception day	all are participated well	

WEEKLY REPORT

WEEK - 7 (From Dt. 21/1/23 to Dt. 28/1/23)

Objective of the Activity Done:

celebrating occupation day

Detailed Report:

Teaching English and EVS classes to the 2nd and 4th class students and they learned grammar and also conducted an activity to the 9th class students of self-introduction and most of the students are participated in this activity they also know how to introduce ourself to others and the 7th class students come celebrate the occupation day the students are taken the job persons duty like doctor; police tailor etc and the Hm visited as a chief guest it was celebrated happily and the 10th class students conducted group decision to discuss the topic of maths students of concepts of sustainable development people and migrants

ACTIVITY LOG FOR THE EIGHTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	School work	posting SA2 relug marks online	
Day - 2	School work	posting SA2 English marks online	
Day - 3	School work	posting SA2 social marks online	
Day - 4	with class preparation tion (maths)	clarified their doubts	
Day - 5	School work	posting school work in system	
Day - 6	School work	preparing school details	

WEEKLY REPORT

WEEK - 8 (From Dt. 29/10/22 to Dt. 4/12/22)

Objective of the Activity Done: School work

Detailed Report:

on the 8th week of internship program, posting the SA2 marks online at 6th, 7th, 8th class students on the English Social and Maths marks and also conduct the preparation for the 8th class students on maths subjects and also prepared a data of the school on the details of teachers and students of boys and girl girls

ACTIVITY LOG FOR THE NINTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	SA2 exam preparation	asking doubts on there student topic	
Day -2	conducting maths exam (room - 1)	writing maths exam	Vijay Kumar
Day -3	exam paper discussion	clarify their doubts	
Day -4	teaching maths class to 8th class on topic Areas	interested to listen	
Day -5	SA2 exam preparation	prepared well	E
Day -6	asking doubts of their doubt. stud subject	clarified there doubts	

WEEKLY REPORT

WEEK - 9 (From Dt. 5/2/23 to Dt. 11/2/23)

Objective of the Activity Done:

Exam preparation

Detailed Report:

on the 9th week of intership
conducting SA2 exam preparation and the
students attend the exams and conducting
relegu exam and teach the maths class
to the class a students and clarify their
doubts on the concept of Area and volu
ms and also conduct the discession on the
exam paper on the maths subject

ACTIVITY LOG FOR THE TENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	teaching Addition or two numbers (3rd class)	know how to add number	
Day -2	teaching Addition or three number (3rd class)	know to how to add number	
Day -3	10th class preparation (English)	prepared well	M. Vijay arani
Day -4	10th class preparation	ask doubts to clarify	
Day -5	conducting tip exam (8th class) (social)	ask doubts to clarify writing	M.
Day -6	clarifying the doubts on social paper	asking doubts to clarify	

WEEKLY REPORT

WEEK - 10 (From Dt. 13/2/23 to Dt. 18/2/23)

Objective of the Activity Done: Teaching

Detailed Report:

on the 10th week of the internship program, conducting lip exam to 8th class students on the subject social and maths on the gives syllabus and also taught the physics class to the 8th class students on the concept gravitation and momentum and conducting the quiz program to the 10th class students which is useful to the students to get interested and most of the students are participated on that the questions are asked on their particular subject and also teach the maths class to 4th class subject to adding the numbers

ACTIVITY LOG FOR THE ELEVENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	Teached 1 st class student telling telugu words	all are told telugu words	
Day -2	Teached 1 st class students to learn words	learned words well	
Day -3	all the students are prepared for science day	8 th class student conducted quiz	
Day -4	doing new projects models for science day	all are worked well.	
Day -5	Students (8 th class) are prepared for science day	preparing science day	
Day -6	celebrating science day	A no. of projects done by the students	

WEEKLY REPORT

WEEK - 11 (From Dt. 18/2/23 to Dt. 25/2/23)

Objective of the Activity Done:

Paper work

Detailed Report:

In this week 1st day I prepare some paper works (paper flowers) students are interested and day prepare some paper works, students are excited to see the paper works next day paper work, students are know about how to prepare the paper works next day teaching 3rd class students telling telugu words, all students are told telugu words next day

—taekhad 4th class students to learn words the students learned words well

In this week last day is science day students ask some doubts for science day and knowing about their doubts

ACTIVITY LOG FOR THE TWELVETH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	school work	noted maid. work in detail report	
Day - 2	celebrating womens day	celebrated	
Day - 3	Noted Height and weight of 6th, 7th class students	posted on online	
Day - 4	school work	prepared institutional plan	
Day - 5	School work	prepared institutional plan	
Day - 6	taached 5th class English	read english lessons	

WEEKLY REPORT

WEEK - 12 (From Dt. 27/01/23 to Dt. 4/02/23)

Objective of the Activity Done:

work books

Detailed Report:

In this week student write their work books In this week 2nd day celebrating womens day, students and sirs wish me next day's students write their work books and clarify their small doubts In this week the last day reached 5th class students english lesson, students are read english lessons.

ACTIVITY LOG FOR THE THIRTEENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	conducting sports like running & Jumping	noted the students result	
Day -2	conducting sports Activity	noted the sports activity result	
Day -3	school work	posted the results online in khelo india	
Day -4	conducting DOT Exam (social)	written their Exam	
Day -5	taught 3rd, 4th classes	taught maths class	
Day -6	DOT Exam Paper correction	know what mistakes they did	

WEEKLY REPORT

WEEK - 13 (From Dt. 05/03/2023 to Dt. 11/03/2023)

Objective of the Activity Done: Indoor Games

Detailed Report:

In this week I will conduct exam for 3rd class student on Telugu words, the students write the exam well. 2nd day I will conduct Indoor Games for 2nd class students they participated well next day's conducting Indoor Games for 2nd, 3rd, 5th class students (sit-stand songs), next I divides two groups of 5th class students boys group and Girls group and ask some general knowledge questions, students participated well

ACTIVITY LOG FOR THE FOURTEENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Teach some Telugu poems for 3rd class	listen well	
Day - 2	conduct dictation for 4th & 5th class	participated	S. S. S. S.
Day - 3	Tell some english words, student write the word on black board	All students are participated	
Day - 4	Tell some Telugu words, They write words on black board	students are participated	S. S. S. S.
Day - 5	conducting dictation (20 Telugu, 20 english words) 5th class	write dictation words	
Day - 6	announce results (dictation)	know their marks	

WEEKLY REPORT

WEEK - 14 (From Dt. 12/8/2023 to Dt. 14/8/2023)

Objective of the Activity Done: Dictation

Detailed Report:

In this week 1st day I teach some Telugu poems for 3rd class students they listen well. 2nd day conduct dictation to 4th & 5th class students. They all are participated well next day I tell some English words and students write the word on black board. All students are participated. 4th day I tell some Telugu words. They write words on black board. All students are participated well next day conducting 20 Telugu words 20 English words dictation for 5th class students. Students write dictation words in this week. Last day announced dictation results. Students are know their results.

ACTIVITY LOG FOR THE FIFTEENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	conducting 8th students pre-final Exams	prepared well for the exam	
Day - 2	reached 6th class maths Subject	doubts are clarified	Vijay Kumar
Day - 3	conducting pre final exams of 8th students	students are attempt their exam	
Day - 4	reached 8th class maths class.	asking doubts	
Day - 5	Explaining maths class to 7th class students	questions are asked	S.
Day - 6	reached 8th class maths	learned the non-detailed lesson	

WEEKLY REPORT

WEEK - 15 (From Dt. 15/3/2023 to Dt. 18/3/2023)

Objective of the Activity Done: pre-final exams

Detailed Report:

In this week conducting pre-final exams for all classes, all students are write their exams properly next I corrected the exam papers, students know about their mistakes what they did. Announce their results, students know their results. In this Internship This is the last day I say bye to all students and say thanks to all students and say Thanks for girls giving this opportunity to me. In this day I feel some emotion (missing my students and their naughty things)

CHAPTER 5: OUTCOMES DESCRIPTION

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

intern's work environment in one of the concepts of interns quarterly addressed in this report the ~~so~~ students and the people of mpup school poozarlapadu, were a good to interactive staff members we given a desk for our work and with the basic teaching materials like board and chalk pieces our role is to engage the students and observe them and any other negative analysis as the activities by the staff members and students

The headmaster and the staff are easy police and so friendly with us and humble also this student are very interactive and also close to us like day, cherry, punesh, lokesh Prasad, Talashi, moksha, indhu, pileep, Bhavishya, shivisha, koushik, karthik, janiki, Sowmya. also other students which makes me socialize and very close to them. and also helped in work we are the interesting like chadhu, ~~Dea~~ Laxmi, sun, as a team were very active and close our internship very useful

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

In the internship for four months in ~~mp~~ mpup school poosarlapadu of department of Education there are some technical skills which I have acquired from this internship

I have know about how to put my knowledge and skills into practise such as mentoring I learned how to communicated and build the relationships with the people where I worked I learned that every department or organisation has its own culture I quickly learned that every company has two own culture as a intern. I discovered is essential to be enthusiastic and to learning new skills I learned that its is important to communicate with the teachers head master if I have any doubts

Asking and receiving the feedback is very important it is essential to take note of both the positive and negative points for future I learned that sometimes asking for feedback or receiving the feedback is difficult to hear but it will have a significant impact on your future career and success

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

In this internship I know about leadership and leadership quality by the leaders. Team work is very important for any situation. In this school I acquired some know from the head master. He explains and every thing tells about how to face challenges and how to improve your behaviour, body language like that

We know keeps a notes for absorb the every improvement throughout the week we are discussed the thoughts in our working we are all says their goals for this journey we also have to requiral our decision speaking skills which are very usefull for further. As per the final day found that over permormence is upgrated.

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.,)

In this school, I took an internship for four months period of time during this period I think have to prove my various skills especially communication skills, I would like to describe about improvement in the different components

I used to communicate skills from the teachers in M.P.U.P. School Poosarlapadu. The part of internship is experience given trends confidence to me to speak well and also easily conversation to others

I liked myself in specific improvement and communication skills I also learned how to behave with others and also learn what I have to communicate with teachers and appreciate their with maintaining protocols of the instructions and maintaining meetings

→ roles and responsibilities:-

- ① In this school, HM sir give some work and note down the work
- ② The Teacher main role is to teach the lessons and conduct the Assignment
- ③ Explain the lessons to students

→ performance:

In doing the work, prepare the student for exams, clarify their doubts and guide them

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

on doing the intership in m.p.u.p school poosarlapad I usually interest to conduct the group discussion and various activities to the students because on creating these activities it could increase our knowledg and interest and also know the things of unknown from others By conducting thses activities on students are interest to participate

on the occusion of science day I took up some of the students, from 5th clean to participate in science fair I boost up the student and encourage them to participate for my hard trying some students are participate I support them to do some huge projects on the Biology Subjects on the concept of Heart functioning and they are happy and also make me happy for doing that

on before this occuption of science day a quiz competatron conduct for the class students dividing them into groups and the questions are asked on the syllabus and concept of all subjects. All students area

participate in the competition

And I conducted an activity on their thing introduction overself to the 8th class student and they learned well and also conducted english activities to speak out and conversation.

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

on doing the internship in mpup school
poosarlapadu the students are interested to learn
the subject technology for the schools is becoming
the main part for the school administration there
is a lot of the technology in our school to increase
the level of interest in student to learn the concepts
and increase their knowledge

There is a projectors, smart boards in our
school through the means of technology of school
teachers can create and teach the lesson in the
projectors & projector is an optical device used
to project images and videos on the projector
screen it makes the notes easier for the student

The students can also manage a lot of
assignment in a record period of time with
the help of ipads projectors etc. it creates
a easier process to learn lessons for the student
- it makes them retain information & encour-
agement collaboration and it also helps the
teachers to provide instant feedback

Student Self Evaluation of the Short-Term Internship

Student Name: <u>Paila. madhavi</u>	Registration No: <u>2022001052033</u>
Term of Internship: From: <u>07/12/2022</u> To: <u>18/03/2023</u>	
Date of Evaluation:	
Organization Name & Address: <u>M.P.V.P. School, Poosarlapad (vill)</u> <u>Gar(m) Sriakulam (dist) Buravelli (post)</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	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. madhavi
Signature of the Student

Evaluation by the Supervisor of the Intern Organization

Student Name: Paila Madhavi

Registration No: 2022001052032

Term of Internship: From: 07/12/2022 To: 18/03/2023

Date of Evaluation:

Organization Name & Address: M.P.U. Pshool Pugarlapadu, Gvara (man)

Name & Address of the Supervisor with Mobile Number M. Vijaya Vani

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:

M. Vijayanant
Signature of the Supervisor

EVALUATION

Internal & External Evaluation for Semester Internship

Objectives:

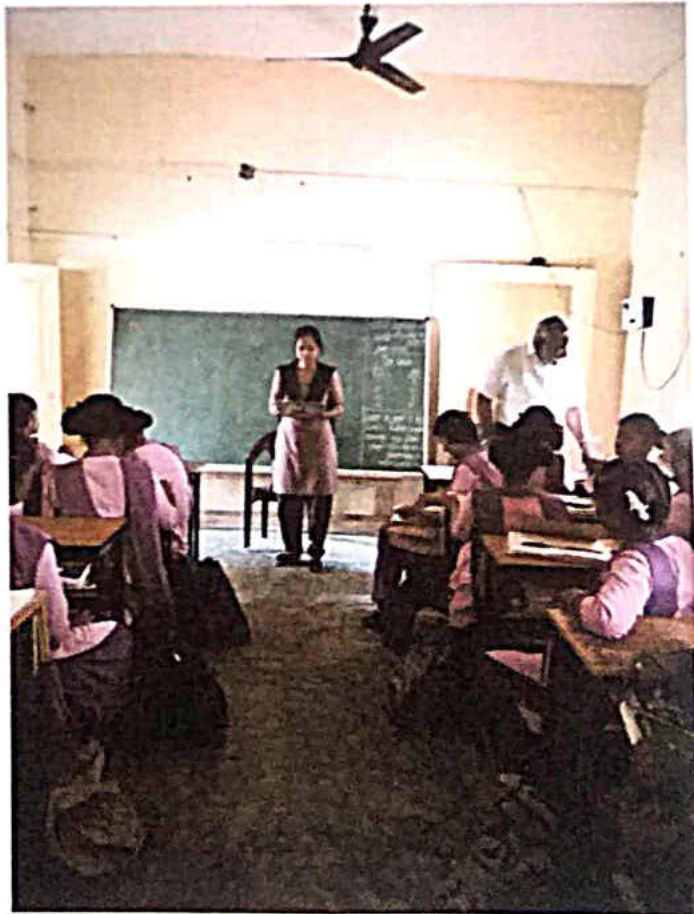
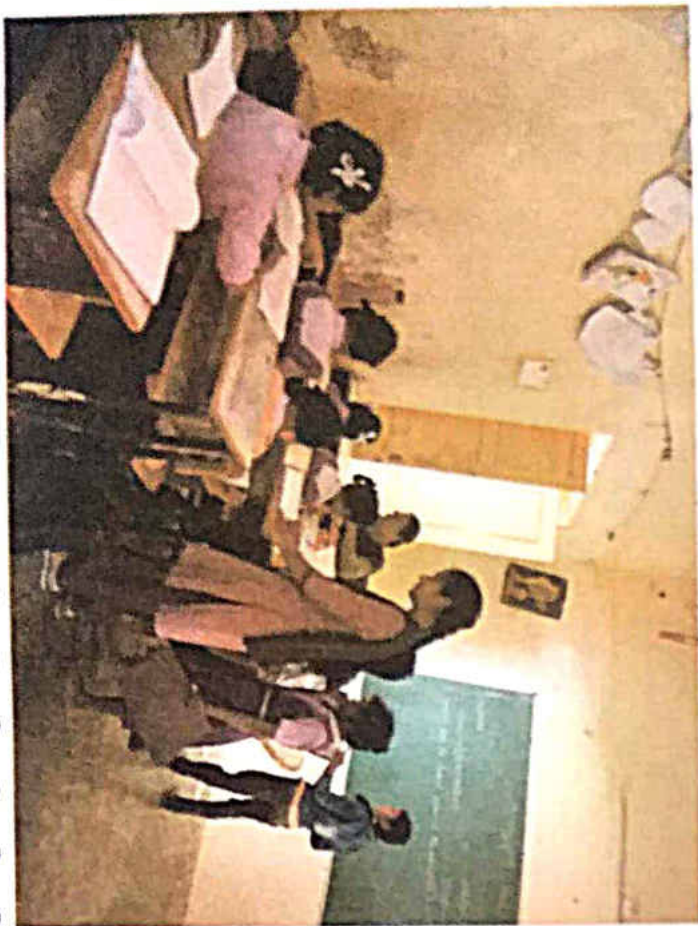
- Explore career alternatives prior to graduation.
- To assess interests and abilities in the field of study.
- To develop communication, interpersonal and other critical skills in the future job.
- To acquire additional skills required for the world of work.
- To acquire employment contacts leading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





ANDHRA PRADESH STATE COUNCIL OF HIGHER EDUCATION

(A Statutory Body of the Government of Andhra Pradesh)

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