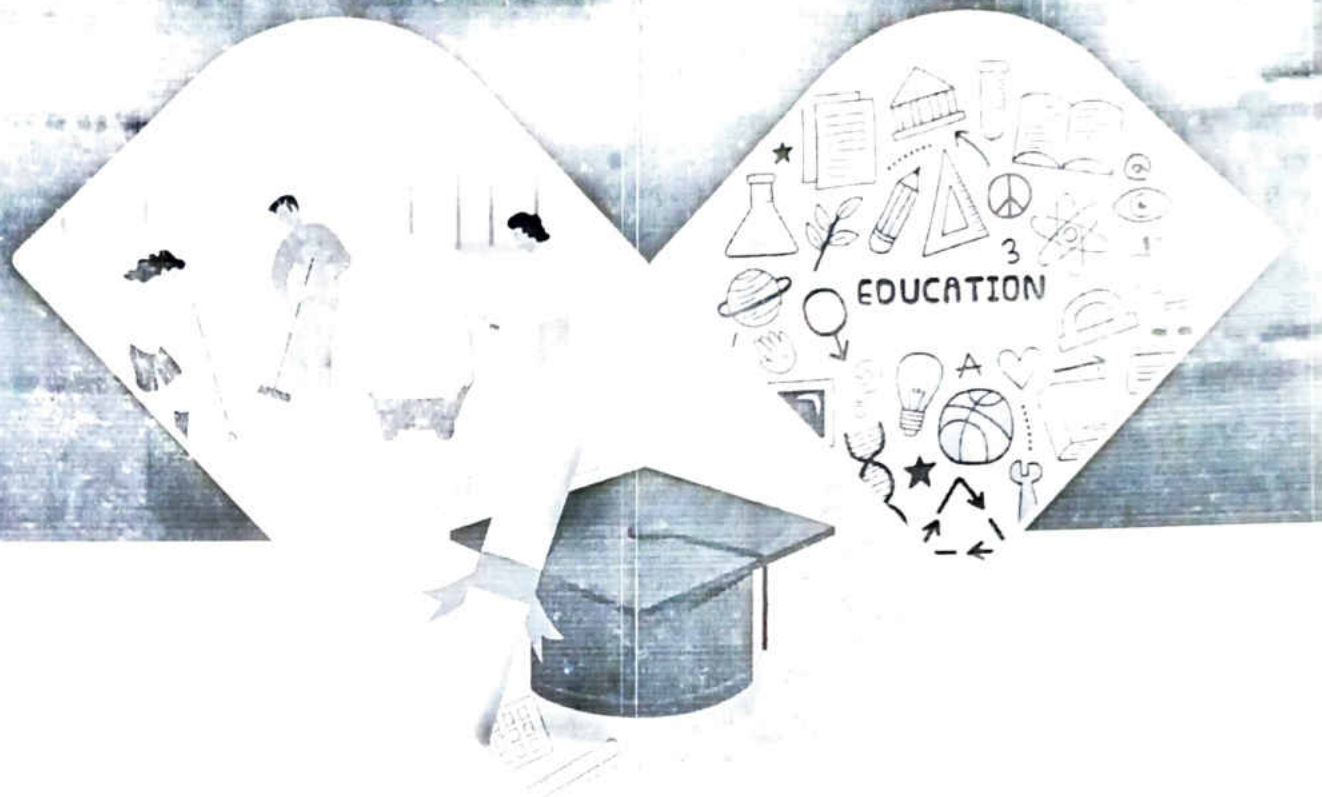


Model Program Book



SEMESTER INTERNSHIP

Designed & Developed by



**ANDHRA PRADESH
STATE COUNCIL OF HIGHER EDUCATION**

(A STATUTORY BODY OF GOVERNMENT OF ANDHRA PRADESH)

PROGRAM BOOK FOR
SEMESTER INTERNSHIP

Name of the Student: **BODDAPATI BHARGAV**

Name of the College: **GOVERNMENT DEGREE COLLEGE IAN**

Registration Number: **2022001053003**

Period of Internship: **4 months from 09-12-2022 to 11-04-2023**

Name & Address of the Interning Organization

Provincial Department, Srikakulam

Ambedkar University

University

YEAR

An Internship Report on

Long Term Internship program in Educational Department

(Title of the Semester Internship Program)

Submitted in accordance with the requirement for the degree of

B.Sc MPE

Under the Faculty Guideship of

(Name of the Faculty Guide)

Department of Physics

Government Degree College (men)

(Name of the College)

Submitted by:

BODDAPATI. BHARGAV.

(Name of the Student)

Reg.No: 2022001053003

Department of Physics

Government Degree College (men).

(Name of the College)

Instructions to Students

For the details + guidelines on Internship hosted on the website of AP State Higher Education <https://apsche.ap.gov.in>

1. It is mandatory for all the students to complete Semester internship either in V Semester or in VI Semester.
2. Every student should identify the organization for internship in consultation with the College Principal/the authorized person nominated by the Principal.
3. Report to the intern organization as per the schedule given by the College. You must make your own arrangements for transportation to reach the organization.
4. You should maintain punctuality in attending the internship. Daily attendance is compulsory.
5. You are expected to learn about the organization, policies, procedures, and processes by interacting with the people working in the organization and by consulting the supervisor attached to the interns.
6. While you are attending the internship, follow the rules and regulations of the intern organization.
7. While in the intern organization, always wear your College Identity Card.
8. If your College has a prescribed dress as uniform, wear the uniform daily as you attend to your assigned duties.
9. You will be assigned a Faculty Guide from your College. He/She will be creating a WhatsApp group with your fellow interns. Post your daily activity done and/or any difficulty you encounter during the internship.
10. Identify five or more learning objectives in consultation with your Faculty Guide. These learning objectives can address:
 - a. Data and Information you are expected to collect about the organization and/or industry.
 - b. Job Skills you are expected to acquire.
 - c. Development of professional competencies that lead to future career success.
11. Practice professional communication skills with team members, co-interns, and your supervisor. This includes expressing thoughts and ideas effectively through oral, written, and non-verbal communication, and utilizing listening skills.
12. Be aware of the communication culture in your work environment. Follow up and communicate regularly with your supervisor to provide updates on your progress with work assignments.

13. Never be hesitant to ask questions to make sure you fully understand what you need to do your work and to contribute to the organization.
14. Be regular in filling up your Program Book. It shall be filled up in your own handwriting. Add additional sheets wherever necessary.
15. At the end of internship, you shall be evaluated by your Supervisor of the intern organization.
16. There shall also be evaluation at the end of the internship by the Faculty Guide and the Principal.
17. Do not meddle with the instruments/equipment you work with.
18. Ensure that you do not cause any disturbance to the regular activities of the intern organization.
19. Be cordial but not too intimate with the employees of the intern organization and your fellow interns.
20. You should understand that during the internship programme, you are the ambassador of your College, and your behavior during the internship programme is of utmost importance.
21. If you are involved in any discipline related issues, you will be withdrawn from the internship programme immediately and disciplinary action shall be initiated.
22. Do not forget to keep up your family pride and prestige of your College.

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Student's Declaration

I, BODDAPATI BHARGAV a student of EDUCATIONAL DEPARTMENT
Program. Reg. No. 2022001053003 of the Department of PHYSICS
College do hereby declare that I have completed the mandatory internship
from 09-12-2022 to 11-04-2023 in N.T.R MUNICIPAL HIGH SCHOOL (Name of
the intern organization) under the Faculty Guideship of
_____ (Name of the Faculty Guide), Department of
Physics, Govt. Degree college Men
(Name of the College)

B. Bhargav

(Signature and Date)

Official Certification

This is to certify that BODDAPATI · BHARGAV (Name of the student) Reg. No. 2022001053003 has completed his/her Internship in N.T.R M.H. School (Name of the Intern Organization) on EDUCATIONAL 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.E). in the Department of Govt. Degree College MEN (Name of the College).

This is accepted for evaluation.


Head Master 18/3/23
(Signatory with Date & Seal)
Sriakulam


Endorsements

Faculty Guide

Head of the Department

Principal

Certificate from Intern Organization

This is to certify that BODDAPATI. BHARGAV (Name of the intern)
Reg. No 2022001053003 of Govt. Degree College MEN (Name of the
College) underwent internship in N.T.R MUNICIPAL HIGH SCHOOL (Name of the
Intern Organization) from 09-12-2022 to 11-04-2023.

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


Authorized Signatory With Date and Seal
N.T.R.M.C.H. School
Srikakulam



Acknowledgements

This school internship report is the result of an end a way of four months. It would have been possible without the participation assistance of nervous brave and courage people along the way. Thus I have to thank that all.

First and foremost, I would like to give special thanks to parents who gave me an opportunity to step a head. I am indebted to my college teachers and principles for their vision, encouragement and enduring interest in the internship.

I extended my gratitude to classmates and specially to our group members with whom I started during all the dark days. Together we started our academic social problems.

Special thanks must be given to the teachers and students at MZPHS school at seven road Junction srirangulam. Achieved skills and development.

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

CHAPTER 1: EXECUTIVE SUMMARY

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

I worked in the internship in the department education. I visited the place in school at department to know place is ZPHS school of seven Road junction srilakulam. I choose education department to know current status of the education at difference from past few years. I spent a day with children and I have learn and reserved many things.

The introduction is very friendly and very valuable through this internship. I know that there are other decided areas which has to be improved. I respected with the children and let them to know problem and what they are facing through. It have a friendly with interaction and I thought some improve which should be clear by government. there are other decided areas which has to be improved.

CHAPTER 2: OVERVIEW OF THE ORGANIZATION

Suggestive contents

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

I worked in the education department. I worked ZPH school at Seven Road Junction, Billekulam. Department plays an important role in every sector. I served many things in school that the children are beyond lack of knowledge. My interaction with students very friendly and more valuable. I spend nearly with that children and I got to know that student performing was very poor. The students are to understand the basic things I played the teacher in the school and shared very two things planned to develop and improve the school environment my knowledge to give the best.

CHAPTER 3: INTERNSHIP PART

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

I worked in ZPHS school of seven Road Junction, Srilakshmi in the education department. I worked in Government school and I taught to the students. I also used black board and I also performed some tasks with the children so that they encourage them to participate. also conducted weekly tasks like Games, quiz, activities to the children. this part of internship to learn more knowledge about education especially in school.

ACTIVITY LOG FOR THE FIRST WEEK

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

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

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

And I also conducted some circular activities to interact with them. I have also taught them new lessons in their syllabus in the understandable manner, so that they can understand easily and to know about new things. And I observed they are very anxious to know more about our society. And I noticed their educational performance and knowledge.

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

ACTIVITY LOG FOR THE SECOND WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	I went to 4th class and I have observed that some students needs to discipline	I came to know that how to contact students in discipline.	
Day -2	I went to 5th class and asked them about their goals was well interactive	I noticed about their life styles goals and their problems.	
Day -3	I taught 3rd class - a Telugu lesson in my own way to teaching.	I have made them to read the lesson in their own mother tongue	
Day -4	I have sent to 2nd class and made to tell about rhymes.	I learned how to communicate every student	
Day -5	I have taught the 5th class students about how to behave at situations.	I come to know about mentoring in behaviour.	
Day -6	I have conducted some activities to 1st class students regarding their subjects.	I learned how to teach in a appropriate.	

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

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

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

ACTIVITY LOG FOR THE THIRD WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I have checked 5th class students about awareness on how to live in society.	I deserved many problems that how kinds think	
Day - 2	I have taught 4th class students about english basics like past and present	I came to know about teaching new things to students.	
Day - 3	I have conducted a fun activity to the 2nd class where all the well students have participated	I have developed my Communication skills through program.	
Day - 4	I have helped the teachers and other staff members in their respective works.	I learned team work with other teachers.	
Day - 5	I have taught 3rd class about maths tricks will help them.	I noticed how they are dealing with common problems.	
Day - 6	I have taught EVS lesson for 4th class in practical manner.	I have to know how to teach in easy way.	

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

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

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

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

ACTIVITY LOG FOR THE FORTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I have taught maths lesson and problemative screen to 4th & 5th class	I developed my teaching skills.	PA
Day - 2	I have conducted games to know about their other talents for 4th class.	I have interacted with students.	PA
Day - 3	I have checked about every class environment, sanitary, and water facilities.	I noticed few problems in school.	PA
Day - 4	I have interacted with students regarding their problems in school.	I tried to solve their problem by management.	PA
Day - 5	I have taught 7th class students about birds, animals fruits and flowers.	All the students are readed very well.	PA
Day - 6	I have taught 3rd class students.	I have increased all my skills.	PA

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

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

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

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

ACTIVITY LOG FOR THE FIFTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	I have taught 4th class about discipline to be followed in class room.	I have interacted with the students about disciplinary actions.	PA
Day -2	I have taught the 5th class students about her expression.	I have tried to teach students.	PA
Day -3	I have interacted with 1st class students through digital way.	I have accessed the digital device in the school.	PA
Day -4	I have taught the 2nd class about english lesson.	The students have learned and doing good in studies.	PA
Day -5	I have taught the 3rd class about E. vs lesson.	The students are doing well.	PA
Day -6	I have interacted with all the students about previous present status.	I have known so many things in journey.	PA

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

In this week, I have developed my skills such as way of expressing my knowledge to others and also I lost my stage fear. In this journey I developed myself. Now I can give any seminars without fear and other skills which anchored very well.

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

ACTIVITY LOG FOR THE SIXTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I have conducted self introduction for 7 th and 3 rd class students.	It was a great day as a teacher and it is better experience to me.	<u>PP</u>
Day - 2	I went to 4 th class and asked some basic questions to students.	I have been prepared & came to know about teaching few ways.	<u>PP</u>
Day - 3	Again I was sent to 3 rd class and they are very excited to know about me.	I noticed the curiosity in each and every student.	<u>PP</u>
Day - 4	I went to 2 nd class taught them Common letters spellings in english.	This day I came to know how to deal with children.	<u>PP</u>
Day - 5	I was sent to 5 th class and made them to english question.	I came to know about their education standards.	<u>PP</u>
Day - 6	I have interacted with 4 th class students some activities.	I deserved their mind-set and way of behaviour active participation.	<u>PP</u>

WEEKLY REPORT

WEEK - 6 (From Dt. to Dt.)

Objective of the Activity Done:

Detailed Report:

As it is the 6th week, I conducted self-introduction in each and every class to know about them.

And I also conducted some circular activities to interact with them. I have also taught them new lessons in their syllabus in understandable manner so that they can understand easily and to know about new things. And I observed they are very keen to know more about our society.

ACTIVITY LOG FOR THE SEVEN WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I went to 4th class and I have observed that some students needs to discipline.	I come to know that how to control students.	<i>PA</i>
Day - 2	I went to 5th class and asked them about their goals.	I noticed about their life styles goals their problems.	<i>PA</i>
Day - 3	I taught 3rd class. a dialogue lesson in my own way teaching.	I have made them to read the lesson in mother tongue.	<i>PA</i>
Day - 4	I have sent to 2nd class and made to tell about rhymes and stories.	I have learned to communicate every student.	<i>PA</i>
Day - 5	I have taught the 5th class students about how to behave.	I come to know about monitoring aspect.	<i>PA</i>
Day - 6	I have conducted some activities to 1st class students regarding students.	I learned how to teach in a appropriate manner.	<i>PA</i>

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

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

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

ACTIVITY LOG FOR THE EIGHTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	I have taught the 4th class about discipline to be followed in classroom.	I have interacted with the students.	<i>PA</i>
Day -2	I have taught the 5th class students about expressing.	I have tried to teach the students.	<i>PA</i>
Day -3	I have interacted with 7th class students through digital way.	I have accessed the digital device.	<i>PA</i>
Day -4	I have taught the 3rd class about english lessons.	The students have learned and doing good.	<i>PA</i>
Day -5	I have taught the 3rd class E.V.S lesson.	the students are doing well.	<i>PA</i>
Day -6	I have taught the 5th class students in maths class.	I have known many things in journey.	<i>PA</i>

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

In this week, I have developed my skills such as many at expressing my knowledge to others and also I lost my stage fear. In this journey I developed myself, now I can give any seminars without fear and other skills which enhanced me very well.

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

ACTIVITY LOG FOR THE NINTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I have taught maths lesson and problem solving to 4th and 5th.	I developed my teaching skills & also good.	
Day - 2	I have conducted games to know about their other talents for 4th class.	I have interacted with students.	
Day - 3	I have checked about every class environmental water facilities.	I noticed few problems in school.	
Day - 4	I have interacted with students regarding their problems in schemes.	I tried to solve their problem by informing to the.	
Day - 5	I have taught 1st class students about birds, animals, flowers.	All the students are actively well.	
Day - 6	I have taught 3rd class students about eating in etiquette.	I have increased all my skills.	

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

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

I have also observed about the school environment, students performance and all the surroundings. And I also interacted with them and gave them advices and tried to solve them.

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

ACTIVITY LOG FOR THE TENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I have checked 5th class students about awareness.	I observed many things that how kids about them.	PA
Day - 2	I have taught 4th class students about english basics like.	I came to know about teaching new things.	PA
Day - 3	I have conducted a fun activity to 2nd class where all the students very well.	I have developed my communication skills.	PA
Day - 4	I have helped the teachers and other staff members.	I learned team work with other teachers.	PA
Day - 5	I have taught 3rd class about maths tricks.	I noticed how they are dealing with students.	PA
Day - 6	I have taught EVS lesson with class.	I came to know how to teach in easy way.	PA

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

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

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

I also tried to teach the students so that they feel like they are in a open space.

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

ACTIVITY LOG FOR THE ELEVENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	I have conducted self introduction for 3rd and 5th class.	It was a great day as a teacher and it is a better.	<i>Ph</i>
Day -2	I went to 4th class and I asked some basic questions to students.	I have been prepared how to teaching.	<i>Ph</i>
Day -3	Again I was sent to 3rd class and they are very excited.	I noticed the curiosity in each student.	<i>Ph</i>
Day -4	I went to 2nd class and taught them common letters in english.	this day I came to know how to deal with children.	<i>Ph</i>
Day -5	I was sent to 5th class and made them to study english questions.	I came to know about their standards.	<i>Ph</i>
Day -6	I have interacted with 4th class students some activities.	I observed their mind-set & behaviour.	<i>Ph</i>

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

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

And I also conducted some circling activities to interact with them. I have also taught them new lesson in their syllabus in understandable manner, so that they can understand easily and to know about new things. And I observed they are very to know more about our society. And I noticed their educational performance and knowledge.

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

ACTIVITY LOG FOR THE TWELFETH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I went to 11th class and I have observed that some students.	I come to know that how to control students to be undisciplined.	
Day - 2	I went to 8th class and asked them about their goals which was well interactive.	I noticed about their life style goals and their problems.	
Day - 3	I taught 8th class, a dialogue lesson in my own way of teaching.	I have made them to read the lesson in their mother tongue.	
Day - 4	I have gone to 9th class and made to way of teaching.	I learned how to communicate and management.	
Day - 5	I have taught the 8th class students about situations.	I come to know about mentoring in behaviour.	
	I have conducted some activities to 1st class students their subjects.	I learned how to teach in a appropriate manner.	

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

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

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

ACTIVITY LOG FOR THE THIRTEENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I have checked 5th class students about awareness on how to society.	I deserved many things that how kids think about me.	
Day - 2	I have taught 4th class students about english basics.	I cause to know about teaching student.	
Day - 3	I have conducted a for activity to 3rd class where all students.	I have developed my communication skill through.	
Day - 4	I have helped the teachers and staff members in respective works.	I learned from work with other teachers.	
Day - 5	I have taught 3rd class about math tricks.	I noticed how they are dealing with problems.	
Day - 6	I have taught EVS lesson for 4th class in practical manner.	I cause to know teach in easy way.	

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

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

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

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

ACTIVITY LOG FOR THE FOURTEENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	I have taught maths lesson and problematic scenes to the class.	I developed my teaching skill as students are also good.	Ph
Day -2	I have conducted games to know about their other talents.	I have interacted with students and helped them.	Ph
Day -3	I have checked about every class environment.	I noticed few problems in school.	Ph
Day -4	I have interacted with students regarding their problems in school.	I tried to solve their problem by management.	Ph
Day -5	I have taught 5th class students about birds, animals, fruits.	All the students reacted very well.	Ph
Day -6	I have taught 3rd class students about eating in etiquette.	I have increased all my skills.	Ph

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

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

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

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

ACTIVITY LOG FOR THE FIFTEENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I have taught 4th class about discipline to be followed in classroom.	I have interacted with the students.	<i>PP</i>
Day - 2	I have taught the 5th class students about way of expressing.	I have tried to teach students.	<i>PP</i>
Day - 3	I have interacted with 1st class students through way.	I have assessed the digital device in school.	<i>PP</i>
Day - 4	I have taught the 2nd class about English lesson.	the students have learned and doing good in studies.	<i>PP</i>
Day - 5	I have taught the 3rd class about E.V.S lesson.	The students are doing well.	<i>PP</i>
Day - 6	I have interacted with all students about present status.	I have known many things in this journey.	<i>PP</i>

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

In this week I have developed my skill such as way of expressing my knowledge to others and also I lost my stage fear. In this journey I developed myself, now I can give any situations as very well.

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

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, provisions, discipline, time management, harmonious relationships, socialization, mutual support and teamwork, motivation, space and ventilation etc.)

Intern's work environment is one of the aspect of the intern's quality addressed in this report. The people of ~~ZPPS~~^{ZPHS} school are good and very well interacted. we were often given a desk for our work with basics things like dholb piece and dustey etc.. our role is to enhance the students, observe them and any other negative. Analyse all activities by students and staffs. our timings are from 9:00 AM to 3:30 PM.

The headmaster and teachers are very polite and humble to me. the students are very friendly and interactive which made me socialise with them very easily. The given space for our process which made our internship very useful for us.

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

There are many technical skills I have acquired from this 'Internship'.

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

Asking and Receiving feedback is very important. It is essential to take note of both the positive and negative points for further. I learned about sometimes asking for feedback or receiving feedback is difficult to hear, but it will have a significant impact on our 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)

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

I learned how to deal with people effectively. Developing managerial skills is important to all profession. As a team we planned about scheduling with respect to time and we all acted as a teacher's for every week. We arranged our workplace culture for productive use of time.

We have kept notes for observing every improvement throughout the week. We all discussed about all pros and cons in our working style. We all have kept our goals for this journey. We also have developed our decision making skills which are very essential for further. As per the final day we have found that our performance is upgraded.

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

We have improved our communication skills a lot in this internship at ZPHS School Seven Road Junction, Srilakshmi.

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

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

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

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

we the intern of ZPHS school. Seven Road Junction, Sakinaka formed as a team to enhance we have no familiarity with each other. Gradually it took some time and we became a supportive team.

Every week one of us will lead the team to take leadership. we also discussed with each other about our work and performance. working as a team member and also a leader made me learn about how to work as a team member, and our role in team. the way has a interest and co-operate and how to manage unity in every activity. This internship gave a experience and knowledge about teamwork.

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 the implementing technology in education system to amplify digital transformation of schools.

The mpps school at zpits school of seven Road Junction gailakulam uses devices in their proceedings.

The headmaster updates the information of schools through smart phones. They can faces of the students for checking and updating their attendance everyday. Not only for students but also for other staff members now its a biometric system for their attendance

There is also a smart TV which can used for teaching primary classes in a practical way through digital literacy when compared to previous system that are followed in lot schools now the present system is very enhanced to upgrade.

Student Self Evaluation of the Short-Term Internship

Student Name: **BODDAPATI BHARGAV**

Registration No: **2022001053003**

Term of Internship: **4 months** From: **09-12-2022** To: **11-04-2023**

Date of Evaluation:

Organization Name & Address: **EDUCATIONAL DEPARTMENT,
SRIKAKULAM.**

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:

B. Bhargava
Signature of the Student

Evaluation by the Supervisor of the Intern Organization

Student Name: BODDAPATI BHARGAV

Registration No: 2022001053003

Term of Internship: 4 months From: 09-12-2022 To: 11-04-2023

Date of Evaluation:

Organization Name & Address: EDUCATIONAL DEPARTMENT, SRIKAKULAM

Name & Address of the Supervisor: Devalakshmi, Srikakulam,
with Mobile Number 94401 49396

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

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

Rating Scale: 1 is lowest and 5 is highest rank

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

Date:

Signature of the Supervisor

N.T.R.M.C.

Srikakulam



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:

o Activity Log	10 marks
o Internship Evaluation	30 marks
o Oral Presentation	10 marks
- The weightings for External Evaluation shall be:

o Internship Evaluation	100 marks
o 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.
- The External Evaluation will be on the basis of the day-to-day activities. The Activities Log will be 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)

INTERNAL ASSESSMENT STATEMENT

Name Of the Student: BODDAPATI BHARGAV

Programme of Study: EDUCATIONAL DEPARTMENT

Year of Study: 2022 - 2023

Group: B.Sc (M.P.E)

Register No/H.T. No: 2022001053003

Name of the College: GOVERNMENT DEGREE COLLEGE MEN

University: AMBEDKAR UNIVERSITY

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

Date

Signature of the Faculty Guide

EXTERNAL ASSESSMENT STATEMENT

Name Of the Student: BOODAPATI BHARGAV

Programme of Study: EDUCATIONAL DEPARTMENT

Year of Study: 2022 - 2023

Group: B-SC (M P E)

Register No/H.T. No: 2022001053003

Name of the College: GOVERNMENT DEGREE COLLEGE MEN

University: AMBEDKAR UNIVERSITY

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

Signature of the Faculty Guide

Signature of the Internal Expert

Signature of the External Expert

Signature of the Principal with Seal



ANDHRA PRADESH STATE COUNCIL OF HIGHER EDUCATION

(A Statutory Body of the Government of Andhra Pradesh)

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