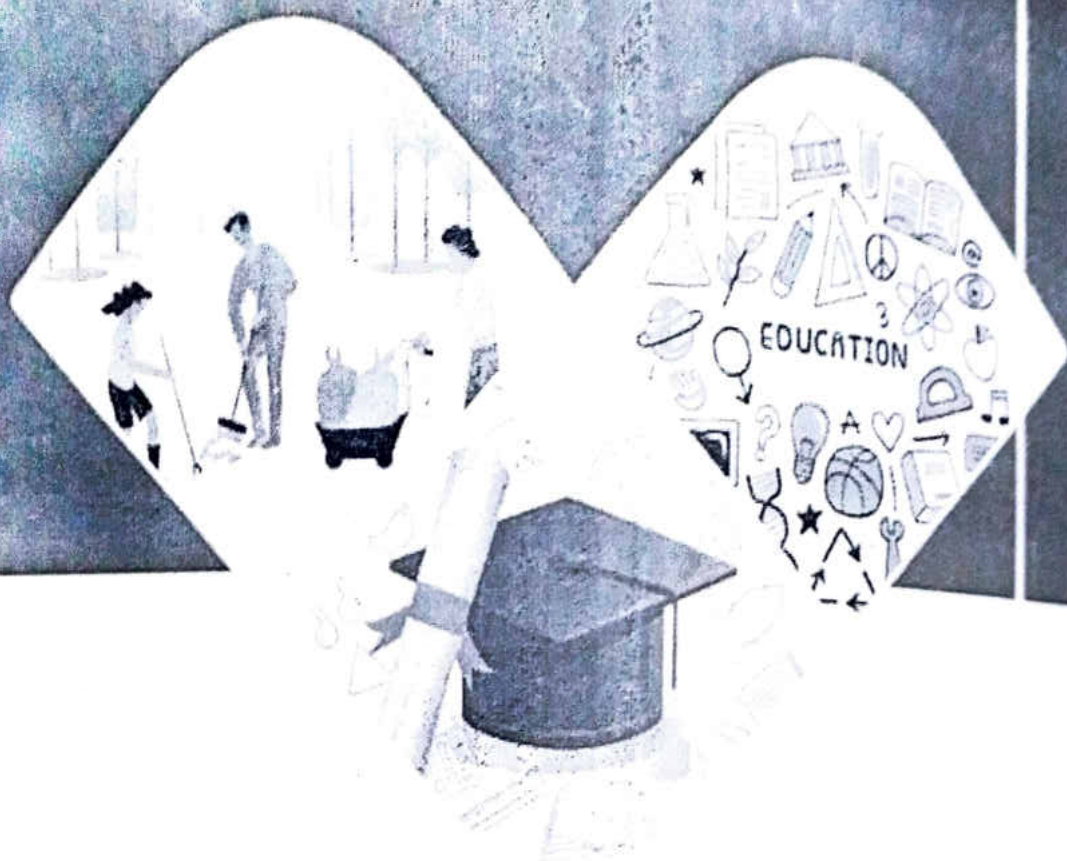


Model Program Book



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: **VOLETI SRUTHI BHARATHI**

Name of the College: **GOVT. DEGREE COLLEGE FOR (men)**

Registration Number: **2022001053046**

Period of Internship: **4 months From: 12-12-2022 To: 17-03-2023**

Name & Address of the Intern Organization: **ZPHS School,**

Peddapadu, Srikakulam.

B. R. Ambedkar University

2022 - 2023 YEAR

An Internship Report on

Trainee as an Intern Student at ZPHS School

(Title of the Semester Internship Program)

Submitted in accordance with the requirement for the degree of
BSc (Maths, Physics, Electronics)

Under the Faculty Guideship of

M.V. SATYANARAYANA GARU

(Name of the Faculty Guide)

Department of

PHYSICS

(Name of the College)

Submitted by:

VOLETI SRUTHI BHARATHI

(Name of the Student)

Reg.No: 2022001053046

Department of physics

Govt. Degree College for (men)

(Name of the College)

Student's Declaration

I, VOLETI SRUTHI BHARATHI a student of Govt. Degree College (men)
Program, Reg. No. 2022001053046 of the Department of Physics
College do hereby declare that I have completed the mandatory internship
from 12-12-2022 to 17-03-2023 in ZPHS, Peddapadu (Name of
the intern organization) under the Faculty Guideship of
Sri. M.V. Satyanarayana (Name of the Faculty Guide), Department of
Physics, Govt. Degree college (men)
(Name of the College)

V. Sruithi Bharathi
(Signature and Date)

Official Certification

This is to certify that VOLETI SRUTHI BHARATHI (Name of the student) Reg. No. 2022001053046 has completed his/her Internship in Z.P. HS (Reddapadu) (Name of the Intern Organization) on Education Department (Title of the Internship) under my supervision as a part of partial fulfillment of the requirement for the Degree of Bachelor of Science in the Department of Maths, Physics, Elect^{ics} (Name of the College).

This is accepted for evaluation.

HEAD MISTRESS
Z.P. HIGH SCHOOL
REDDAPADU
Srikakulam (Mdl. 2022)
(Signature)

End

Certificate from Intern Organization

This is to certify that VOLETI SRUTHI BHARATHI (Name of the intern)
Reg. No. 2022001053046 of Govt. Degree College for men (Name of the
College) underwent internship in GHS (Peddapadu) (Name of the
Intern Organization) from 15-12-2022 to 18-03-2023

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

HEAD MISTRESS
Z.P. HIGH SCHOOL
PEDDAPADU
Srikakulam (Mdl. & Dist.)

Attested & Signed with Date and Seal

Acknowledgements

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

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

I am indebted to my college teachers and the principle for their vision, encouragement and enduring to our interest in the internship. I extended my gratitude to my classmates and specially to our group members with whom I started our my dark days together we started our academic and social problems.

A special thanks must be given to the teacher and student of SPHS peddapadu school of Peddapadu Subbarayan in their feedback, love and support with which I achieved skills and development. Last and Most important I would like all those who made this report possible.

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 would worked in the internship in the department education I visited the place is ZPHS school of Peddapadu, Srikakulam. I choose education department to know the current status of education and difference from past few years. I spent a day with intern and I learn and observed many things.

The introduction is very friendly and very suitable through this internship. I know that there are me other decided areas which has to be improved I interacted with the children and let them to know their problems and when they are facing through.

I though some persons to them I gave few suggestions to improve them which should be clear by government. There are me 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 ZPHS school of Peddapadu. Education department plays important role in every sector. I saw many things in school that the children are going back of knowledge my interaction with students very friendly and more valuable. I spend nearly 18 hours with that children and I got to know that students performing was very poor. The students were about to understand the basic things.

I played the role of teacher in a school and shared very few things planned to develop and improve the school environment with my knowledge to given 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 Peddapadu, Srikantham. In the education department I worked in government school and I taught also to the student. I also used black board.

I also performed some tasks with the children so that they encourage them in participating. I also conduct weekly tasks like games, quiz, then activities to the children. This part of internship take me to learn more knowledge about education system especially in school.

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

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.	It was a great day as a teacher.	<u>ms</u>
Day - 2	I went to 7 th class and asked some basic questions on maths.	I have been prepared & came to know about teaching.	<u>ms</u>
Day - 3	Again I went to 7 th class and taught one lesson in English.	I noticed the curiosity of each & every student.	<u>ms</u>
Day - 4	I went to 8 th class and explained them about nutrition.	This day I came to know how to deal them.	<u>ms</u>
Day - 5	I went to 6 th class taught them Hindi Varnamala.	I came to know about their standards in Hindi.	<u>ms</u>
Day - 6	I have interacted with 10 th class students.	I observed their mid set and responding skills.	<u>ms</u>

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 some lessons in their syllabus in understandable manner so they can understand easily and to know about new things and I observed they are society and I noticed their educational performance and knowledge.

Finally I noticed that some students were 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 6 th class I have observed that some need discipline	I came to know that some students need discipline	<u>ms</u>
Day - 2	I went to 9 th class asked - them about their goals.	I noticed about their life styles and problems.	<u>ms</u>
Day - 3	I taught 6 th class, a telugu lesson in my own way.	I have made them to read the lesson.	<u>ms</u>
Day - 4	I have sent to 7 th class to teach them science lesson.	Their response is good but they were weak.	<u>ms</u>
Day - 5	I went to 10 th class and taught them science lesson.	I learned and revised my old biology lessons.	<u>ms</u>
Day - 6	I have conducted some activities to 6 th class students.	I made them to do projects for summative	<u>ms</u>

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

In this 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 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 went to 9 th class and observed their creative skills.	I made them to write an essay on Downy.	<u>ms</u>
Day - 2	I have taught 7 th class students about english grammar.	I am quite good in english grammar.	<u>ms</u>
Day - 3	I have conducted a fun activity on number to 6 th class.	They responded good but they enjoyed mostly.	<u>ms</u>
Day - 4	I have helped the teachers and other staff.	I learned how to write attendance particulars.	<u>ms</u>
Day - 5	I explained mensuration lesson to 10 th class students.	I observed in how time they were taking	<u>ms</u>
Day - 6	I made 10 th class students to hear mensuration formulas.	I observed how much time they were taking	<u>ms</u>

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

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

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

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

ACTIVITY LOG FOR THE FORTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I was abscent due to fever	—	<u>ms</u>
Day - 2	"	—	<u>ms</u>
Day - 3	I have checked about every class environment sanitary	I noticed few problems in school.	<u>ms</u>
Day - 4	I have explained how to make an environment	I tried to solve some issue in school.	<u>ms</u>
Day - 5	I learned how to take photos and upload in app	I have increased my skills	<u>ms</u>
Day - 6	"	"	<u>ms</u>

WEEKLY REPORT

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

Summary of the Activity Done:

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, students' performance and all the findings and I also interacted with them and advised and tried to solve problems in other ways.

The students also have been performing 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 7 th class about discipline to be followed.	I have interacted with the students about discipline	<u>ms</u>
Day - 2	I have the 9 th about way of communication.	They are bad in communication	<u>ms</u>
Day - 3	I made 6 th class students to write assignment in maths	I have assessed their assignments	<u>ms</u>
Day - 4	I made 10 th class students to prepare for Physics exam.	The students done good in studies.	<u>ms</u>
Day - 5	I have taught telugu lesson for 6 th class.	Students are doing well	<u>ms</u>
Day - 6	I made 7 th class to write exam in english.	I have known many things in this journey.	<u>ms</u>

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

In this week, I have developed my skill such as way of expressing my knowledge to others and also I lost my stage fear. In this journey, I developed my self. Fear and other skills which enhanced me very well.

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

ACTIVITY LOG FOR THE SIXTH WEEK

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

WEEKLY REPORT

WEEK # FROM TO

Objective of the Activity Done

Detailed Report

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 9th class and taught them Gravitation.	Revision of my 9th class Physics	<u>ms</u>
Day - 2	I went to 9th class and taught them Gravitation.	"	<u>ms</u>
Day - 3	I was sent to 7th class to warn about non-uniforms	I come to know about their education status.	<u>ms</u>
Day - 4	Tabs Distribution to 8th class.	I observed the behaviour of their Parents	<u>ms</u>
Day - 5	I taught the 8th class students on english Prose.	I observed about their knowledge on english	<u>ms</u>
Day - 6	I have interacted with the 9th class through activities	I came to know about their mid sets	<u>ms</u>

WEEKLY REPORT

WEEK - 7 From DR. To DR.

Objective of the Activity Done:

Detailed Report:

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

I have also thought them few lessons from their syllabus in order to stand out among so that they have felt that they came to know about some new things and I have observed their educational performance, knowledge. Totally, I learn that some students were not very well in studies and they like the teaching in fun and learning ways.

ACTIVITY LOG FOR THE EIGHTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Preparation for SA 2	make them to study	<u>ms</u>
Day - 2	Preparation for SA 2	"	<u>ms</u>
Day - 3	Preparation for SA 2	"	<u>ms</u>
Day - 4	Preparation for SA 2	"	<u>ms</u>
Day - 5	Preparation for SA 2	"	<u>ms</u>
Day - 6	Preparation for SA 2	"	<u>ms</u>

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

In this entire week, students started preparing for their summative exams.

The summative exams were of one week. I helped students to prepare well for their examination. I had clarified many doubts to them. As they asked all subjects. I made them practice perfectly to their exams and made them write properly all exams.

I have created a friendly environment in which they are very active they enjoyed while asking me their doubts.

ACTIVITY LOG FOR THE NINETH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Summative exams	_____	<u>ms</u>
Day - 2		_____	<u>ms</u>
Day - 3		_____	<u>ms</u>
Day - 4		_____	<u>ms</u>
Day - 5		_____	<u>ms</u>
Day - 6	Summative Exams	_____	<u>ms</u>

WEEKLY REPORT

WEEK - 9 (From Dt to Dt)

Objective of the Activity Done:

Detailed Report:

For summative Exams I had been as an Invigilator for some classes.

- 1) Question Paper distribution
- 2) Explaining the exam pattern
- 3) Invigilation
- 4) Collecting back ~~up~~ answer sheets
- 5) Handing over to the principal.

They last for one week.

ACTIVITY LOG FOR THE TENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I went to the washroom and took pictures to upload	I learned how to operate such apps.	<u>ms</u>
Day - 2	I uploaded the summative exams marks in system.	Computer operation	<u>ms</u>
Day - 3	I uploaded the summative exams marks in system.	system operation	<u>ms</u>
Day - 4	Principal mam presented gifts to the toppers.	Encouraging students	<u>ms</u>
Day - 5	I taught social lesson to 6th class	Their response is good	<u>ms</u>
Day - 6	Second Saturday	—	

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

In this week, I have developed my skills such as teachings, mentoring, communication. Managing and team participation skills when compared to the previous three weeks.

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

The students also have been well performing with good marks.

ACTIVITY LOG FOR THE ELEVENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I have checked about the 7 th class students.	Taught them about society	<u>ms</u>
Day - 2	I made 10 th class to prepare for social exam.	revised social lessons of 10 th class.	<u>ms</u>
Day - 3	I have conducted a fun activity to 6 th class.	I interacted in a better way.	<u>ms</u>
Day - 4	I have helped teachers in their respective works.	I developed my technical skills.	<u>ms</u>
Day - 5	I have taught english lesson for 10 th class	I explained them very clearly.	<u>ms</u>
Day - 6	I came to college to pay my fee	—	

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

Objective of the Activity Done:

Detailed Report:

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

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

I learned about being a teacher, worker and mostly as an internal in the work place.

ACTIVITY LOG FOR THE TWELVETH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I taught hindi lesson to 7th class.	Developed my teaching skills	<u>ms</u>
Day - 2	I cleared some doubts for 10th class	they liked my teaching	<u>ms</u>
Day - 3	I went to B.S. Ambhedkar University as I had some work	—	
Day - 4	I taught a new lesson for 9th class	learned & revised the old lessons	<u>ms</u>
Day - 5	I made 7th class students to do PET activities.	they performed well.	<u>ms</u>
Day - 6	I made 7th class students to do PET activities	they performed well.	<u>ms</u>

WEEKLY REPORT

WEEK - 12 (From 12th to 12th)

Objective of the Activity Done:

Detailed Report:

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

And I also conducted some circular activities to interact with them. I have also taught them some lessons in their syllabus in understandable manner so easily they can understand and to know that few things

I observed they were very fond to know more about society and noticed their educational performance and knowledge.

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

ACTIVITY LOG FOR THE THIRTEENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Preparation for formative Exams	—	<u>ms</u>
Day - 2	Preparation for formative Exams	—	<u>ms</u>
Day - 3	Preparation for formative Exams	—	<u>ms</u>
Day - 4	Preparation for formative Exams	—	<u>ms</u>
Day - 5	Preparation for formative Exams	—	<u>ms</u>
Day - 6	Preparation for formative Exams	—	<u>ms</u>

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

In this week I had 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 were very active in group discussion and in class too.

ACTIVITY LOG FOR THE FOURTEENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Formative exams		
Day - 2			
Day - 3			
Day - 4			
Day - 5			
Day - 6	Formative Exams		

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

This week students had their formative examinations.

I had a practice as an invigilator.

I use to write the question paper on board and make them to write it. I use to explain how to write the exam and exam pattern. I use to observe whether they are writing genuinely. I use to collect the answer sheets and I use to handover them in principal chamber.

ACTIVITY LOG FOR THE FIFTEENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I was absent as I have dance ppgm	—	<u>ms</u>
Day - 2	I was absent as I have a dance program	—	<u>ms</u>
Day - 3	I made 8th class to do some P.E activities		<u>ms</u>
Day - 4	I made 8th class to do some P.E activities		<u>ms</u>
Day - 5	As it is my last days.	I have wonderful experience in my school	<u>ms</u>
Day - 6	I have good send off from both teachers & students.	Wonderful experience in my school.	<u>ms</u>

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

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

I have also observed the school environment, students performance and all the surroundings. And I also interacted with them and advised and tried to show them in other ways.

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

I have a very wonderful experience in ZPHS Peddapadu, high school.

CHAPTER 5: OUTCOMES DESCRIPTION

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

Interns work environment is one of the aspects of interns quality addressed in this report. The people of ZPHS school, Peddapadu were good and very real interacted all were given a desk for our work with basic things like chalk pieces and duster etc. Our role is to change the students, observe them and any other negative. Analyse all activities by students and staff our timings are from 9.00 Am to 3.30 Pm.

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

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 is to practise such as mentoring. I learned how to communicate and build relationship with people I worked. I learned that every department or organisations has its own culture. I quickly learned that every company has its own culture. As a intern, I discovered its essential to be enthusiastic and open to learn new skills. I learned that its very important to communicate with teachers and head mistress if at all I have any doubts.

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 professions as a team we planned about scheduling with respect to time and we all acted as a leader for every week. We arranged our workplace culture for productive use of time.

We have kept notes for observing every improvement through out the week we all discussed about all pro's and con's 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 up graded.

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

We have improved our communication skills, a lot in this internship at XPHS school, Perambur, Srikantham.

As we have been interacting with each student, we improved our communication skills as we are assigned to class rooms of 1st day we felt some tense 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 our selves from a student to an intern. we have also developed few teaching skills in a way, which made students to tell better.

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 important skill which is very useful in every work place.

We the interns of ZPHS school, Peddapadu, Potturkulam formed as a team to enhance and improve our work in an efficient way firstly we have no familiarity with each other.

Gradually it took some time and we 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 members and also a leader made me know about how to work as a team member, and our role in team, the way has to interact and cooperate and how to manage unity in every activity. This internship is a fruitful experience and knowledge about team work.

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

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

The TPHS school, peddapadu, seikakulam was uses devices in their proceedings.

The head mistress updates the information of school through smart phones. They scan faces of students for checking and updating this attendance every day. Not only for students but also for other staff members now it is a biometric system for their attendance.

There is also a smart tools which can be used for teaching primary classes in a practical way through digital literacy when compared to previous systems is every student use have also used technical devices.

PHOTOS, VIDEOS, LINKS



Student Self Evaluation of the Short-Term Internship

Student Name: <u>Voleti. Ssuthi Bharathi</u>	Registration No: <u>2022001053046</u>
Term of Internship: <u>4 months</u> From: <u>12-12-2023</u> To: <u>17-03-2023</u>	
Date of Evaluation:	
Organization Name & Address: <u>ZPHS, Peddapadu, Srikakulam dist.</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:

V. Ssuthi Bharathi
Signature of the Student

Evaluation by the Supervisor of the Intern Organization

Student Name: VOLETI SRUTHI BHARATHI

Registration No: 2022001053046

Term of Internship: 4 months **From:** 15-12-2022

To: 18-03-2023

Date of Evaluation:

Organization Name & Address: Government High School, Peddapadu

Name & Address of the Supervisor with Mobile Number Amavani Mam, 733 6863656

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✓

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.

MARKS STATEMENT
(To be used by the Examiners)

INTERNAL ASSESSMENT STATEMENT

Name Of the Student:

Programme of Study:

Year of Study:

Group:

Register No/H.T. No:

Name of the College:

University:

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

Signature of the Faculty Guide

Date:

EXTERNAL ASSESSMENT STATEMENT

Name Of the Student:

Programme of Study:

Year of Study:

Group:

Register No/H.T. No:

Name of the College:

University:

<i>Sl.No</i>	<i>Evaluation Criterion</i>	<i>Maximum Marks</i>	<i>Marks Awarded</i>
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

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