

Model Program Book



SEMESTER INTERNSHIP

Designed & Developed by



**ANDHRA PRADESH
STATE COUNCIL OF HIGHER EDUCATION**

(A STATUTORY BODY OF GOVERNMENT OF ANDHRA PRADESH)

PROGRAM DESCRIPTION

SEMESTER INTERNSHIP

Name of the Student:

Name of the College:

Registration Number:

Period of Internship:

From:

To:

Name & Address of the Intern Organization

University

YEAR

An Internship Report on

School Education Department, Sairahim

(Title of the Semester Internship Program)

Submitted in accordance with the requirement for the degree of
B. Ed.

Under the Faculty Guidance of

M. V. Sathyanarayana Reddy

(Name of the Faculty Guide)

Department of

B. Ed. Industrial Chemistry

(Name of the College)

Submitted by

Pedada. Madhuri

(Name of the Student)

Reg. No: 2022001556040

Department of Industrial Chemistry

Govt degree dg (men) Sairahim

(Name of the College)

Instructions to Students

Please read the detailed Guidelines on Internship found on the website of the new Council of Higher Education <http://pche.ac.ke>

1. It is mandatory for all the students to complete semester internship either in 1st 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 chosen 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, its vision, mission, and processes by interacting with the people working in the organization and by consulting the supervisor attached to the intern.
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 fully, 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 dishonest or not truthful in what you tell; understand that you need to do your work and be truthful to the organization.
14. Be regular in filling up your Program Book. It shall be filled up in your own handwriting. Add additional sheets whenever necessary.
15. At the end of internship, you shall be evaluated by your supervisor of the host organization.
16. There shall also be evaluation at the end of the internship by the Faculty Guide and the Council.
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 host organization.
19. Be cordial but not too intimate with the employees of the host 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.

Student's Declaration

I, P. madhavi a student of Internship
Program, Reg. No. 202000156006 of the Department of Govt degree college (w/o)
College do hereby declare that I have completed the mandatory internship
from 11/1/23 to 12/4/23 in MPPS V.B. peta (Name of
the intern organization) under the Faculty Guidance of
V.B.V.S. Subramanyam sir (Name of the Faculty Guide), Department of
Goverment Degree college (w/o)
(Name of the College)

P. madhavi
(Signature and Date)

01/01/23

Official Certification

This is to certify that pedada madhuri Daughter of the student Reg. No. 202001500000 has completed his/her Internship in M.P.P. School K.D. Phadnis of the Interns Organization on Teacher M.P.P. School (role of the Internship) under our supervision as a part of partial fulfillment of the requirement for the Degree of Industrial Chemistry in the Department of Geology (Name of the College).

This is accepted for evaluation.


(Signature with Date and Seal)

HEAD MASTER
M.P.P. SCHOOL
K. DHUMAYAPETA
Srikakulam (R) Dist.

Endorsements

Faculty Guide



Head of the Department

Principal

Certificate from Intern Organization

This is to certify that pedada madhavi (Name of the Intern)
Reg. No 2023cc01160106 of Govt Engineering College (Name of the
College) underwent internship in ppp school k. b. peth (Name of the
Intern Organization) from 21/01/2023 to 12/04/2023

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

T. L. S. Sathish
Authorized Signatory with Date and Seal

HEAD MASTER
M.P.P. SCHOOL
K. BHARATI PETH
SOLAPUR (P) DIST.

Acknowledgements

With almost instantaneity I have accepted
the end of a long period of time with its
own joys, sorrows, and manifold experiences
of marriage, love and family life, and
the way that I have to live, and

first and foremost, I would like to express
gratitude to my parents who gave me the
right to live my life and

I am indebted to my many teachers and the
Principal for their help, encouragement and
enduring cordial interest in my progress
and sincere thanks to our friends, and

SARADWATI and all my friends who helped

me in my studies, and my friends who helped
for providing us an opportunity to live and learn
we greatly indebted to our guide Mr. Narasimha

Sir and all the members of the
& (Industrial Chemistry), (and some of
Sankararam)

Special thanks must be given to the teachers
and students of Kanchikunurappin
HSS school, Kanchikunurappin
school mandal, Srikalahasti, for their
kind help, work and support with which
i achieved skills and developments.

Last and most importantly, I would like
to all those who made this project as
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 nature 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 of Education. I visited the place in Mrs. School Kanchobhumeyya Peta. I choose Education department to know the current status of the Education and difference and past few years. I Spent a day with children and I learn and observed many things.

The introduction is very friendly and very valuable through this internship, I got to know the there are some other decided areas which has to improved. I interacted with the children and let them to know their problems and what they are facing through some lessons to them and I gave few suggestions to improve them, which should be clearly government. There are some other decided areas which has to improved them.

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 in Kanchabunayya Peta MPPS school Education department. It 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 every friendly and more valuable. I spent nearly 8 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 a few role in school. I can planned to develop and improve the education system with my knowledge to give the best 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 MPSS School Kanchubhurnayya Peta in the department of Education. I worked in the government school and I taught lessons to the students. I used the black board and chalk piece and taught the basic lessons.

I performed same tasks with the children, so that to encourage their capability. I performed weekly tasks to the children, this part of internship more knowledge as I learned more knowledge and I learned few things to change in school.

This internship takes me to learn more knowledge about education system 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 5th class students	Stand as a teacher and also create experience to me	
Day-2	I went to 4th class and asked some basic questions regarding maths to the students	I have been present and come to know about teaching few ways	
Day-3	Again, I was sent to 5th class and they are very excited to see me about me	I noticed the curiosity in each ordinary student	
Day-4	I went to 4th class and taught them concepts English and Tenses	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 and answers	Came to know about their educational standards	
Day-6	I have interacted with 5th class students some activities.	I do served their mind set and way of behaviour and active participate	

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.

I also conducted some circular activities to interact with them. I have also taught them new lessons in their syllabus in understandable manner, so they can understand easily and to know about new things and I observed their 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 3 rd class and I have observed that some students needs to be discipline	I came to know that how to control students to be in discipline	
Day - 2	I went to 2 nd class and asked them about their goals which was well interactive	I noticed about their life style goals and their	
Day - 3	I thought 5 th class, a tongue lesson in my own way of teaching	I have made them to read the lesson in their own mother tongue	
Day - 4	I have sent to 3 rd class and made to tell about poems and stanzas.	I learned how to communicate and management with every student	
Day - 5	I have taught to 3 rd class students about how to behave at particular places	I came to know what mentoring in behavioural aspects	
Day - 6	I have conducted some activities to 5 th class students regarding these subjects	I learned how to teach in appropriate manner	

WEEKLY REPORT

WEEK - 3 Date: 28/07/2023

Objective of the Activity Done:

Detailed Report:

In this week, I have discussed the students about their performance in studies and their capabilities for. 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 about the 5th class students awareness on how to live in a society	I have brought many new things that kids think about their future and society.	
Day-2	I have taught all class students about English grammar and tenses	I got to know about teaching new things to the students	
Day-3	I have conducted a fun activity for all class where the students have participated very well	I have developed my communication skills very well	
Day-4	I have helped the teachers and staff members in their respective works	I come to know about the working of teachers and staff	
Day-5	I have taught 3rd class students about maths theorems	I have learned to teach about how to solve arithmetic problems	
Day-6	I have taught Biology lesson for 5th class in practically	I have learned to teach in practical 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 situation, problems, environmental etc. the situations have also tried to teach the students so that they feel they are in a open space.

I have also worked with teachers and staffs work which made me know things that happened behind school.

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 5th class about 4th date homework	I have updated my writing 4th date homework	
Day-2	I have conducted a game for exploring their talent for 5th class	I have interacted with students and helped them in their doubts	
Day-3	I have checked about every class Environment the writing facilities and water supply	I have come to know about the problems in school	
Day-4	I have interacted with students regarding their problems in school and gave some solutions	I tried to solve students problems at a possible level	
Day-5	I have taught 5th class students about cell system	I have dealt with the class students digital work	
Day-6	I have taught 5th class about CS PW skills	I have increased my communication skills.	

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 teachings, mentoring, communications, managing and team, participation skills when compare to the previous three weeks.

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

The students also have been well performing with good rate.

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 5th class discipline followed in classroom	I have interacted with the student about discipline	
Day -2	I have taught the 4th class students about Seminar skills	I have tried to teach the students about Seminar classes	
Day -3	I have interacted with 3rd class students through digital way	I have accessed learned the digital device in the school	
Day -4	San Kranti Holidays	—	
Day -5	San Kranti Holidays	—	
Day -6	San Kranti Holidays	—	

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

In this week developed my skills such as teaching skills. I have come to know that I have learnt so many things in this Journey. I have developed by communication skills, managing skills, interactive skills, teaching skills and other skills and 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 learnt about being a teacher, visited and mostly at an internal in the work place.

ACTIVITY LOG FOR THE SIXTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person in Charge Signature
Day - 1	Sankranti Holi days	—	
Day - 2	Sankranti Holi days	—	
Day - 3	Sankranti Holidays	—	
Day - 4	I taught the 5th class students about English lessons	The students have learned and doing good in studies	
Day - 5	I have taught the 5th class about General Science	The students are doing well	
Day - 6	I have interacted with all students about present status	I have known so many things in this week.	

WEEKLY REPORT

WEEK - 1 (From 01/01/2020 to 07/01/2020)

Objective of the Activity Done:

Detailed Report:

In this week the students are very happy for enjoying Sankranti holidays and after holidays they are very active and showing interest towards learning new things.

I have also observed about the teachers caring and interest towards the students and knowing how they celebrated Pongal and how they enjoyed in Pongal holidays.

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 5th and asked them about basic grammar in telugu	I have motivated the students to read their mother language	
Day - 2	I taught 5th class telugu lessons and forms	I just know them how they read the forms of telugu	
Day - 3	I went to a 3rd class and did an activity for the students based on communication	I come to know about communication and management with students	
Day - 4	I have taught 2nd class about good touch and bad touch	I have to teach them about the incidents that happened in society	
Day - 5	I have conducted an activity for 5th class like a competition based on north and spelling	I have taught the subjects in an appropriate manner	
Day - 6	I went to 4th class and taught them about self confidence and self system	I have taught how important our confidence in society	

WEEKLY REPORT

WEEK - 7 (From 28/10/2020 to 04/11/2020)

Objective of the Activity Done:

Detailed Report:

In this entire week I have observed about the students their performance in studies and know the capability of students.

I have discussed about how to be good and become better in academic performance. I taught about self confidence and self esteem and their importance in everyone's life.

I have conducted some new activities regarding their syllabus and created an environmental in which they are very active in group activities and is also fun.

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 English lesson for 5th class in a creative way	I got to know about teaching things to the students	
Day - 2	I have taught 5th class about wars and history	I have learned to teach in a practical way	
Day - 3	I have checked about the awareness for 5th class to live in society	I came to know about their mind-sets and knowledge	
Day - 4	I have taught 5th class environmental about human values	I came to know about their huge participation to know about agriculture	
Day - 5	I have conducted a fun activity to the 2nd class where all the students participated well	I have developed my communication metering skills very well	
Day - 6	I have participated in some physical games like Physical Tennis, Badminton etc.	I came to enjoy their active participation in games	

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

In this week, I have worked on my teaching skills from syllabus in a practical approach which enhanced my communication skills very well.

And I have also interacted with the students very close and very well. I have also tried to teach the students so that they feel like they are in an open space.

I have also worked with games teacher which are known things that happen in school ground.

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 for 5th class and ask them formulas	I have developed my teaching skills only the students are not good	
Day - 2	I have conducted a game for 5th class sing their talent for 1st class	I have interacted with students and helped them in their doubts	
Day - 3	I have checked about every class environmental the sanitary facilities and water supply	I have to come to know about few problems in schools	
Day - 4	I have interacted with students regarding their problems in school and gave some solutions	I tried to solve students problems at a possible level	
Day - 5	I have taught 5th class students about Disaster management	I have deal solve with the 4th class students in a digital way	
Day - 6	I have taught 5th class about first aid and second aid room	I have increased my communication skills	

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 for 5th class and ask them formulas	I have developed my teaching skills any the students are too good	
Day - 2	I have conducted a game for exposing their talent for 4th class	I have interacted with students and helped them in their doubts	
Day - 3	I have checked about every class environmental the sanitary facilities and water supply	I have to come to know about few problems in schools	
Day - 4	I have interacted with students regarding their problems in school and gave some solutions	I tried to solve students problems at a possible tea level	
Day - 5	I have taught 5th class students about Disaster management	I have deal solve with the 4th class students in a digital way	
Day - 6	I have taught 5th class about first and second world wars	I have increased my communication skills	

ACTIVITY LOG FOR THE MONTH WORK

Day & Date	Brief description of the daily activity	Learning Outcome	Parent In-Charge Signature
Day - 1	I have helped the teachers and staff members in their respective work.	I have helped them in their work and the teaching staff.	
Day - 2	I have helped the class students in doing their work.	I have helped them in doing their work.	
Day - 3	I have helped the class students in painting their drawing.	I have helped them in painting their drawing.	
Day - 4	I conducted Exam for 3rd class based on arithmetic problems.	The students are doing well with arithmetic problems.	
Day - 5	I have taught 2nd class for Maths in English and English.	The students have learned and doing good in studies.	
Day - 6	I have interacted with all students about previous status and present status.	I have known so many things in this journey.	

WEEKLY REPORT

WEEK - 10 (From DA _____ to DA _____)

Objective of the Activity Done:

Detailed Report:

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

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

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

In this week I participated in craft class and drawing class also it gives a beautiful experience.

ACTIVITY LOG FOR THE ELEVENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In Charge Signature
Day - 1	I helped the maths teacher for conducting a test for 5th class	I have a good work with the teacher and very helpful	
Day - 2	I helped the yoga teacher for doing some new asanas to 4th class	working with yoga sir is really blessed and great experience was	
Day - 3	I have checked the notes of telugu, English for 5th class	I have learned to know they are really blessed doing work with really hardworking	
Day - 4	I have taught general science for 5th class in a practical way	I have learned to teach in practical way	
Day - 5	I have conducted some new activities for 4th class students	I have learned some more fun gives joy to students	
Day - 6	again, i was sent to 4th class and conducted a meeting for science day	By giving lectures gives me a great experience	

WEEKLY REPORT

WEEK - 11 (From Dt. To Dt.)

Objective of the Activity Done:

Detailed Report:

In this entire week, I have conducted some exams with the help of subjected teachers and also knowing some of my doubts.

I came to know to taught some languages like Telugu, English to the students and knowing their skills and their capability.

and also conducted a meeting about to design a project for science day. I have developed my skills through this meeting.

ACTIVITY LOG FOR THE TWELVETH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	I went to 5th class and taught about Science and its importance in our life.	knowing about some facts and also importance	
Day -2	It was a Science day celebrating the day for CV Raman and presenting some projects to students.	I came to know the facts and also importance of Project	
Day -3	I have taught 5th class about how to behave with elders and youngsters.	I have to come to know about metering in Behaviour expects	
Day -4	I have taught 3rd class about measuring cycle and the parts behind it.	I have taught to a subject in a appropriate manner.	
Day -5	It was world wild life day. knowing and giving seminars to 5th and 4th class students.	I have to come to know about wild life and its lifecycle.	
Day -6	I have conducted an activity for 5th class students on Social studies.	I have to come to know about great history.	

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

In this entire week, I have participated in national science day event and also world wild life day. It was a great experience to me and it was a great opportunity to me by sharing my thoughts in that special events.

Totally, I learn that some students are very active and thirst at knowledge. They grab the points while doing seminars.

I taught about our behaviour and menstruation cycle. It helps them how to behave with others.

ACTIVITY LOG FOR THE THIRTEENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I have helped the drawing teacher for Project work	I have know about the colors and shades of painting.	
Day - 2	I have taught the greatness of women in everyone's life	I have know the anxiety of knowing the greatness of women.	
Day - 3	—	—	
Day - 4	I have taught 5th class students about Maths + tricks to help them in Public Exam	I have learned to teach about how solve arithmetic problems.	
Day - 5	I have taught a 3rd class students for English grammar and Procs.	I got to know about teaching new things to the students	
Day - 6	I have taught English for 4th class students	I have learned to teach them by attractive way	

WEEKLY REPORT

WEEK - 13 (From Th. _____ to Th. _____)

Objective of the Activity Done:

Detailed Report:

In this week, I have developed my ability and knowledge and also participated in drawing work and painting.

I came to know few good things - that the power to a woman in our life society. mostly attractive speech given by Telugu teacher about motherhood, it gives a big motivation to us.

I have learned to teach in a new way and trying to attract the students by my skills.

ACTIVITY LOG FOR THE FOURTEENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I went to study hours for the preparation of formative assessment Telugu	I came to clarify their doubts on Telugu	
Day - 2	I went to study hours for the preparation of formative assessment English	I came to clarify their doubts on English	
Day - 3	I went to study hours for the preparation of formative assessment Environmental	I came to clarify their doubts on maths environmental	
Day - 4	I went to study hours for the preparation of formative assessment science (P.S.P.S.NS)	I came to clarify their doubts on P.S.NS	
Day - 5	I went to study hours for the preparation of formative maths	I came to clarify their doubts on maths.	
Day - 6	I went to study hours for the preparation of formative assessment social studies	I came to clarify their doubts on social	

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

In this week, the students are really busy by the preparation of formative assessment and also they performed in their examination very

I am very pleased that I am trying to clarify their doubts. I try to solve their doubts much better, I try myself very well

Especially this week satisfies myself. I am also learned many things while clarifying their doubts.

During this period, I just know myself more and how to develop my personality and how to mingle with students.

I learnt about being a teacher and mostly as an internal in the work place.

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 aspects of intern's quality addressed in this report. The people of MPPS School Tenchubhurnayya Peta were a good interactive staff. We were given a desk for our work and with basic things like chalk pieces. Our role is to enhance the students' observe them and any other negatives. Analysis all activities by students and staffs. Our timings are from 9:00 AM to 4: PM (Morning to Evening)

The head master and the teachers are very polite and humble to me. The students are very friendly and interactive which made me socialize with them very easily. The other interns were also very cooperative in work. We are the interns as a team were very active and focused in the work. We were also 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 some technical skills i have acquired from this internship

I have know about how to put my knowledge and skills into practice such as mentoring. I learned how to communicate and build relationship with the people i worked. I learned that every department or organization has its essential to be enthusiastic and open to learning new skills. I learned that its important to be communicative with teachers Head master if 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 future. I learned that some times asking for feedback or receiving 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, listening, communication, productive use of time, weekly improvement in competencies, goal setting, decision making, performance analysis, etc.)

There are also some managerial skills have acquired from this internship

I learned how to effectively deal with people developing managerial skills is important to all professionals. As a team, we planned about scheduling with respect to time and and we all acted as leaders for every week we changed our workplace culture for productive use of time.

We have kept notes for observing everyone improvement weekly wise. we will always

discuss about all pros in our working style. we all have kept our goals for this journey we also have developed decision making skills which are very essential in future. As per the final day we have discovered about 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 niceties and protocols, greeting, thanking and appreciating others, etc.,)

We have improved our communication skills in this internship at MPPS School, Kanchubhramappa Peta, Sorinakulam, Anant Mandal, Sorinakulam.

As we have been interacting with each other. Students we have interacting with improvement of our oral communications written communication as we are assigned to class-rooms. At first day, we may be feeble, tense but now we are confident while communication as we are conversing understanding others.

We also come to getting understood by others we improved our speech skills from prepared to an intern. we have also developed few teaching skills in our way which made students 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 taught skill in the work place. We, the interns of MPSS school Jendhubhona, Gyafeta formed as a team to enhance improve our work in an efficient way firstly as we have no familiarity with each other gradually it took time and we have also become a supportive team.

Every week one of us will lead the team to take leadership. We have discussed with each other about work as a team member. It's role in the team in my way to interact co-operate and manage them. as a unity in every activity. It gave me 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 implementing technology in education system to ensure digital transformations of schools

The MPPS school Manchubhummargaseta of Srikantpur uses devices in the procedure. The headmaster updates the information of school through smart phone. They scan faces of the students for checking every teacher and headmaster.

There is a smart TV which can be used for teaching practically for students more than academic syllabus in both Telugu and English medium. When compared to previous systems that are followed in government to school, now the present system followed by our school is very enhanced, upgraded and enriched in every standards we have also used the technological devices for our tasks head master and is documented.

Student Self Evaluation of the Short-Term Internship

Student Name: <u>Pedide madhwal</u>	Registration No: <u>2020016010</u>
Term of Internship: <u>From 01/123</u>	To: <u>12/04/23</u>
Date of Evaluation:	
Organization Name & Address: <u>NPP School Kanchubhurnyapeta</u> <u>Sankarapuram, Rural (Guntur)</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

P. madhwal
Signature of the Student

Date:

Evaluation by the Supervisor of the Intern Organization

Student Name: Redada madhuar Registration No: 202200156
 Term of Internship: From: 11/01/23 To: 12/04/23
 Date of Evaluation: _____
 Organization Name & Address: M.P.P. School Kanchubhuvanipeta
Chennai 600 021
 Name & Address of the Supervisor with Mobile Number: _____

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

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

Rating Scale: 1 is lowest and 5 is highest rank.

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

T. Venkatesh
 Signature of the Supervisor

Date: _____

HEAD MASTER
 M.P.P. SCHOOL
 K. BHUMAYYAPETA
 Srikalahasti (R) Tal.

PHOTOS & VIDEOS LINKS



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: P. Radhika
Programme of Study: Semester 4 Honors InterShip
Year of Study: 2020 - 2023
Group: B.Sc. MSc
Register No/H.T. No: 2022001566040
Name of the College: Government degree college (Hassan) under
University: Dr. B. Ambedkar University

Sl.No	Evaluation Criterion	Maximum Marks	Marks Awarded
1.	Activity Log	10	7
2.	Internship Evaluation	30	28
3.	Oral Presentation	10	7
	GRAND TOTAL	50	41

Date:

Signature of the Faculty Guide

EXTERNAL ASSESSMENT STATEMENT

Name Of the Student: P. Pradhuwal
 Programme of Study: Semester 4 months internship
 Year of Study: 2020-2023
 Group: B.Sc (MEDC)
 Register No/ILT No: 9022001566010
 Name of the College: Government degree college (E-0) Salihundam
 University: Dr B.R. Ambedkar University

Sl.No	Evaluation Criterion	Maximum Marks	Marks Awarded
1.	Internship Evaluation	80	77
2.	For the grading giving by the Supervisor of the Intern Organization	20	18
3.	Viva-Voce	50	46
	TOTAL	150	
GRAND TOTAL (EXT. 50 M + INT. 100M)		200	

Signature of the Faculty Guide

VTSR


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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