

Model Program Book



SEMESTER INTERNSHIP

Designed & Developed by



**ANDHRA PRADESH
STATE COUNCIL OF HIGHER EDUCATION**
(A STATUTORY BODY OF GOVERNMENT OF ANDHRA PRADESH)

Instructions to Students

Please read the detailed Guidelines on Internship hosted on the website of AP State Council of Higher Education <https://apsche.ap.gov.in>

1. It is mandatory for all the students to complete 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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An Internship Report on Forest Department.

(Title of the Internship)

Submitted in accordance with the requirement for the degree of
BSc

Under the Faculty Guideship of

(Name of the Faculty Guide)

Department of

Gove Degree College (men) Srikakulam.
(Name of the College)

Submitted by:

pinninti . Neraji
(Name of the Student)

Reg.No: 2022001566041.

Department of

Gove Degree College (Men) Srikakulam.
(Name of the College)

Student's Declaration

I, Pinninti, Netaji a student of 4 months internship
Program, Reg. No. 2022001566041 of the Department of B.Sc MCIC
College do hereby declare that I have completed the mandatory internship
from 12/12/2022 to 18/02/2023 in patthupattum R&D office (Name of
the intern organization) under the Faculty Guideship of
_____ (Name of the Faculty Guide), Department of
Industrial Chemistry, Sona Degree College (men) Srikakulam,
(Name of the College)

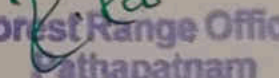
P. Netaji
(Signature and Date)

Official Certification

This is to certify that pinninti . Netaji (Name of the student) Reg. No. 2022000566041 has completed his/her Internship in Pathapatnam (Name of the Intern Organization) on Forest department (Title of the Internship) under my supervision as a part of partial fulfillment of the requirement for the Degree of B.Sc MCIC in the Department of Gove Degree College (men) (Name of the College).

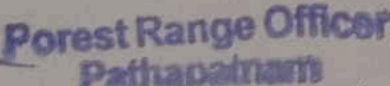
This is accepted for evaluation.

(Signatory with Date and Seal)


Forest Range Officer
Pathapatnam

Endorsements

Faculty Guide


Forest Range Officer
Pathapatnam
Head of the Department

Principal

Certificate from Intern Organization

This is to certify that pinninti . Netaji (Name of the intern)
Reg. No. 2022001566041 of Gove. Degree College (men) (Name of the
College) underwent internship in _____ (Name of the
Intern Organization) from 12/11/2022 to 18/03/2023.

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


Poresi Range Officer
Pathapatnam

Authorized Signatory with Date and Seal

Acknowledgements

First of all I am very much thankful to my mentor/Supervisor S. Esakulao my class mentor lecturer in Govt. Degree College (Men) Srikakulam for guiding me through my internship. He was given valuable suggestions to complete the internship in stipulated time without his support.

I cannot complete the given assignment, I am also thankful to the principle of the college for her cooperation and suggestions. I would like to thank to the forest Department, Srikakulam for enlighten about the basic knowledge of forest protection and other knowledge which I acquired.

I am very happy to and thankful to the teaching forest officers and staff valuable impulses to boost the knowledge on forest protection because of internship programme.

Contents

1. CHAPTER 1: Executive summary
2. CHAPTER 2: overview of the organization
3. CHAPTER 3: Internship part
4. LOGBOOK - [first week to fourteenth week]
5. CHAPTER 5 - out comes Description
 - Describe the real time technical skills you have acquired
 - Describe the managerial skills you have acquired
 - Describe how you could improve your communication skills
 - Describe, the technological developments you have observed and relevant to the subject area of training
 - Student self evaluation of the internship
 - Evaluation by the supervision of the internship organization
 - photos & video links

CHAPTER 1: EXECUTIVE SUMMARY

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

Internship organization scheme is used for everyone to develop skills. I have internship in forest department. I learned very well about forest department development significant contribution to this manual has been made by forest officers who are educated extension of forest protection the process change.

We also learned from a animal protection and they protect over all forest area many animals birds so many smuggings is occured. to the many collages - who attempted to keep is one straight and narrow on the preparation of this book

over lands are also extended to the agricultural lands so near to forest area in forest department family guides to encourage to learned forest protect schemes

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.

Forest protection and creation of the after forest department in 1861. Indian forest act was passed in 1861 Indian forest act was passed in 1873 and the national forest policy was enunciated on 14th October 1989 with the following objectives

objectives:-

over objectives the objective is to create an atmosphere of values in forest department to growth of the compactness approach of students that will generate not only integrity but also give back to society their skills and create a world

Vision & Goal:-

→ to create a world in different area in forest areas and

→ to protect planets, birds, animals, it means wild life

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.

It is out and science of obtaining information about and object, area, or phenomenon through the analysis of data acquired by a device without being in physical contact.

Silvicultural system:

the set of silvicultural procedure worked out in accordance with accepted set of silvicultural principles by which crop constituted forest area tended harvesting and replaced by new crop of distance from

Silviculture:

Branch of forestry which deals with establishment, development, care and reproduction of stands of timber

ACTIVITY LOG FOR THE FIRST WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	met with forest department staff	their duties	
Day - 2	met with forest Beat officer and section officer	their duties	
Day - 3	Discuss about forest protection	protect the forest	
Day - 4	visit 4x4 size bags nursery (at kazipeta) area	nursery works	
Day - 5	visit - sea side Bag nursery (at kazipeta) area	nursery works	
Day - 6	plantation works at Shival area	plantation works	

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

Forest Department Structure

PCCF → principle chief conservator of forest

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Hoff → Head of forest zone

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Additional pccf → staff officer

↓

CC (or) CC → Chief conservator of forest

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DFD (or) DE → District forest officer

↓

Sub DFD (or) ACF → Assistant conservator of forest

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FRO → forest range officer

↓

DRG → deputy range officer

↓

ESO → forest section officer

↓

FBO → forest Beat officer

↓

ABO → Assistant Beat officer

↓

elephant branch

↓

ACTIVITY LOG FOR THE SECOND WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	plantation walk at reserved forest areas	plantation walks	
Day - 2	visit CRZ (Coastal Regulation Zone) at bhoomapuram	learned about coastal area	
Day - 3	visit coastal area shelter belt	learned about coastal area plantation	
Day - 4	visit coastal area boundary pillars	learned about boundary pillars	
Day - 5	visit coastal area cashew plantation	learned about cashew plantation	
Day - 6	conduct the class on above forest walks	forest walks	

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

coastal area shelter belt plantation

- Belts of trees planted in a rectangular grid pattern in strips with in
- shelterbelts are specific type of agroforestry system that help reduce natural hazards including sand storms, wind erosion, shifting sand droughs and forest
- They also improve microclimate reduce temperature, wind speed, soil water loss and extending
- create more favorable conditions for crop production
- shelterbelts plays crucial role in the sandy dryland
- a visit Dharmapawan shelter belt plantation 26 hectares total trees 28000.

ACTIVITY LOG FOR THE THIRD WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	visited the nursery & 1/2 Bag size (at Vemabrahm)	nursery works	
Day - 2	we have discussed about 8x12 bag size nursery	nursery works	
Day - 3	learned about outing at avenue plantation (Poor side plantation)	plantation works	
Day - 4	learned about bond plantation	plantation works	
Day - 5	learned about institution plantation	plantation works	
Day - 6	learned about Industrial plantation	plantation works	

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

non-woodly works

- Andhra Pradesh forest department plans to raise about 10 crore seedlings every year
- mostly under MAHATMA GANDHI NATIONAL RURAL EMPLOYMENT Guarantee Scheme (MGNREGS)
- Since non-woodly works are seasonal in nature forest department takes up
 - Seedlings of forest, fodder, shade bearing and timber yielding like (1) mesquite (2) chinta (3) Ravi (4) mori (5) kanva (6) vepa (7) Teak (8) Red Sandeers (9) casuarina (10) Bamboo etc
- About 60 variety of native species are raised in department & nurseries

Boundary plantation:

- Boundary plantation under programme includes trees planted along boundaries & on bunds
- Improving soil fertilizers

ACTIVITY LOG FOR THE FORTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Discussed about all the plantation works	plantation works	
Day - 2	Discussed about plantation & operation works	plantation works	
Day - 3	learned about soil operation	plantation works	
Day - 4	learned about singling operation	plantation works	
Day - 5	learned about CT works	plantation works	
Day - 6	learned about plantation watchers and their duties	plantation works	

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report: soil works -

- Soil management is the application of operations, practices, and treatments to
- 2 protect soil and enhance its productivity
- It includes soil conservation, soil amendment, optimal soil health, singling operation

Singling operation -

- Removing branches with a chainsaw
- Undercut the branch a few inches away from the base to prevent back throwing
- Move a short distance away the first cut further out come remove entire branch

plantations and watchtowers -

They are the first line of defence against wildlife poaching, forest fires, timber smugglers and other activities that jeopardise our wildlife habitats

ACTIVITY LOG FOR THE FIFTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	plantation scoway	plantation area	
Day - 2	Discussed about plantation boundaries	plantation boundary	
Day - 3	learned about plantation area soil test	plantation area soil test	
Day - 4			
Day - 5			
Day - 6			

ACTIVITY LOG FOR THE SIXTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1			
Day - 2			
Day - 3			
Day - 4	discussed about protected forest	protected forest	
Day - 5	visited protected forest	protected forest area	
Day - 6	Discussed about protected forest	protected forest	

WEEKLY REPORT

WEEK - 6 (From Dt..... to Dt.....)

Objective of the Activity Done:

Detailed Report: protected forest & fields

- In protected forest activities, are permitted unless they are expressly prohibited unless they are expressly prohibited unless they are protected forest is land that is a reserved forest over which the government has proprietary rights
- As declared by a state government under section 209 the Indian forest Act 1927

haripuram field & palavalasa field

palavalasa sukumburam Borge year of plantation 2013,
2014 plantation area 20 hectares 2,5,000, bus meat area
2m-2m (2) 3m X 3m

→ 1 hectare, 2500

→ plantation on-fairline

ACTIVITY LOG FOR THE SEVEN WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Discussed about reserved forest walks, areas	Reserved forest	
Day - 2	Discussed about reserved forest walks	Reserved forest areas	
Day - 3	Discussed about boundaries	Reserved forest boundaries	
Day - 4	Discussed about veg (Vana Samrakshana Samithi)	VSS	
Day - 5	Visited veg area at dharmapattanam	VSS area	
Day - 6			

WEEKLY REPORT

WEEK - 7 (From Dt..... to Dt.....)

Objective of the Activity Done: Performed forest works

Detailed Report: Forest area helps conserve ecosystem
→ that provide, shelter, food, raw materials, genetic materials, against diseases, a stable source of resources
→ thus can have a important role in helping species, people and countries adapt to climate

About VSS:-

→ Vana Samrakshana Samithi (VSS) also known as village level body and it is functioning under the participatory forest management

→ The people living near by the forests are joined in vana samrakshana samithi VSS and with their support, forest department manages various activities related to forest

ACTIVITY LOG FOR THE EIGHTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	learned about nursery maintenance works	nursery works	
Day - 2	learned about nursery watering works	nursery works	
Day - 3	learned how the transplantation works done in nursery	nursery transplantation	
Day - 4	discussed types of plants in nursery	types of nurseries	
Day - 5	discussed types of plants in nursery	plants in nurseries	
Day - 6	discussed about seedlings	seedling and collection of seedlings	

Objective of the Activity Done:

Transplantation

Detailed Report:

- transplantation is the technique with a plant is moved from one location to other
- ② it involves growing of seedlings & seeds in a piece of well managed and protected land called nursery
- ③ After development of a few weeks the plants are transplanted into main field for further growth and development

Seedlings transplantation

- A seedling is a young sporophyte developing out of a plant embryo from a seed
- seedling development starts with germination of the seed
- A typical young seedling consists of three main parts the radicle the hypocotyl and the cotyledons

ACTIVITY LOG FOR THE NINTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	conducted a meeting all about the types of nurseries	Nursery types	
Day -2	Discussed about how nurseries distribution was done	distribution of nursery	
Day -3	Discussed how transplant-ation of nurseries was done	transplantation of nursery	
Day -4	Discussed about collection of seeds	collection of seeds	
Day -5	Discussed the types of seeds	types of seeds	
Day -6			

WEEKLY REPORT

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

Objective of the Activity Done: Types of nurseries:-

Detailed Report:

- (1) According to types of plants grown
 - (2) According to type of sale
- Nursery is consequently the basic need of horticultural plant propagation techniques and the role of horticultural nurseries
- (3) the planting materials for horticulture plantation

Casuarina

- (1) Casuarina is the most important actinorhizal genus of the tropics and subtropics
- (2) the tropics and subtropics
- (3) They are woody, angiosperm evergreen trees with dropping equisetoid leaves
- (4) Single plant with branched root nodules
- (5) Leaf with mature of fruits

ACTIVITY LOG FOR THE TENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Discussed about coastal areas works	Coastal area	
Day - 2	Raising of coastal casuarina plantation works	Casuarina works	
Day - 3	Discussed about casuarina plantation	Casuarina plantation	
Day - 4	Discussed about palamanan plantation	Palamanan plantation	
Day - 5	visited palamanan plantation	palamanan plantation	
Day - 6			

WEEKLY REPORT

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

Objective of the Activity Done: Coastal area

Detailed Report: India has a very long coastline and it measures about 7,516 km bordering the maintained land with the Bay of Bengal in east the Indian Ocean on the south and the Arabian Sea on the west

Coastal area Phommarom pick
m. an m m m

- paloonerica, shelterbelt plantation in coastal area in Phommarom
- 20 hectares 2500
- shelter belt plantation reach these roots are bhener type
- It uses water pipe was stopped

ACTIVITY LOG FOR THE ELEVENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Interaction of Casuarina trees	plantation walks	
Day - 2	Visit to temporary timber pops (TTP)	timber walks	
Day - 3	learned about a conducting sale	timber sale walks	
Day - 4	learned about Cogswell plantation	plantation walks	
Day - 5	learned about casuarina plantation operation walks	plants operation walks	
Day - 6	learned about plantation boundaries	plantation boundaries	

WEEKLY REPORT

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

Objective of the Activity Done:

TID works

Detailed Report:

Temporary timber depots

- the forest department has depend these temporary depots - two in the district to store logs of teak and other trees that were uprooted by cyclone 'Gaja' last year the cyclone brought down about 20,000 trees in the district and temporary depots had to be opened
- making future district forest officer involved

- once the government sanctioned funds the officer will

Casuarina sapling

- Casuarina trees can be propagated by seedling
- transplanting pits size of 50cm x 30cm should be dug in the main field and supplement these pits with appropriate manure as mentioned
- planting distance should be maintained as 1.5m x 1.5m

ACTIVITY LOG FOR THE FOURTEENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1			
Day - 2	learned about the wild life animals	Save wild life animals	
Day - 3	learned about wild life animals	about wild life animals	
Day - 4	learned about sloth bear	Discuss sloth bear	
Day - 5	learned about migrated birds	about migrated birds	
Day - 6	learned about pe/konehi birds	about pe/konehi Birds	

WEEKLY REPORT

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

Objective of the Activity Done:

wildlife animals

Detailed Report:

wildlife refers to undomesticated animal species that have come to include all organisms that grow live wild in an area with out being introduced by humans wildlife, was also synonymous to game these birds and mammals were hunted for sport wildlife can be found in all ecosystem

slant bear

→ In the ancient epic of Ramayana, Jambavan the divine king of bears assisted Hanuman in the battle against Ravana the king of Lanka

→ In the himachal region the ashiatic black bear is locally called markhi of the forest by the locals bears indeed are some of nature's

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.)

I enjoyed working in a environment where the members of the team have a strong sense of camaraderie and a good work ethic.

I like working with competent and friendly employees who like to get things done. The time they spend got us in a beginning in working schedule are appreciable. The staff co-operation and extended their operations in the internship programme.

I am satisfied my self on this organization protocols their working culture have a friendly relation with the forest.

There always a clarity of the job roles what we have to do at the particular day in the department.

We are all experienced a wonderful environment to complete the internship programme.

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

Technical skills are specific abilities and knowledge related to a particular work field or professional work. They often involve the use of specialized tools.

Software, or equipment and essential tools to perform a task and achieving goals within in a given area of expertise.

Some of the basic technical equipment in the forest department are

- ① computers and internet
- ② compass
- ③ scanners
- ④ drones
- ⑤ plantation tools
- ⑥ smartphones
- ⑦ mapping

There are some technical skills were objective are core observed in the forest department

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.

I learned some managerial skills in the first department that are very much use full to the future

- (1) leadership skills
- (2) decision making skills
- (3) problem solving
- (4) Goal setting
- (5) planning
- (6) workmanship

I used to learned and practiced that to implement my knowledge in practical way that is required activities and learn

I always use my knowledge & ability for more abstract thinking that will helps my team in the current states.

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

In most department there always space to improve our skills mainly in group discussion and while leading a team

When we working together, I open up lines of communication in this way - I can share my ideas and express my concerns in the group discussion with in a team everyone should also understand their responsibilities and their roles in the team

Reminding everyone to be aware of their attitude and contribution can help people move in the right direction

As a leader I always help to motivate team members and keep everyone aligned on the path to success and

Student Self Evaluation of the Short-Term Internship

Student Name: *P. Nethaji*

Registration No: *202200866041*

Term of Internship: *4 months* From: *17/12/22*

To: *18/03/23*

Date of Evaluation:

Organization Name & Address: *pathan patnam forest office*

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:

Signature of the Student

Evaluation by the Supervisor of the Intern Organization

Student Name: P. Nethaji

Registration No: 2022001566041

Term of Internship: 4 months From: 17/02/22 To: 17/03/23

Date of Evaluation:

Organization Name & Address: Pothayathur Forest Office.

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

Date:

Signature of the Supervisor

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.

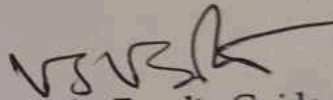
- While evaluating the student's Activity Log, the following shall be considered -
 - a. The individual student's effort and commitment.
 - b. The originality and quality of the work produced by the individual student.
 - c. The student's integration and co-operation with the work assigned.
 - d. The 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.

INTERNAL ASSESSMENT STATEMENT

Name Of the Student: P. Nethaji
Programme of Study: Forest Office
Year of Study: Bsc IIIrd year
Group: MCK
Register No/H.T. No: 2022001566041
Name of the College: Govt Degree College (Men) Silem
University: Dr. B.R. Ambedkar University

SLNo	Evaluation Criterion	Maximum Marks	Marks Awarded
1.	Activity Log	10	7
2.	Internship Evaluation	30	27
3.	Oral Presentation	10	7
	GRAND TOTAL	50	41

Date:

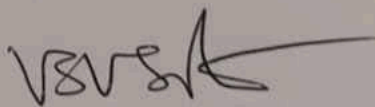

Signature of the Faculty Guide

EXTERNAL ASSESSMENT STATEMENT

Name Of the Student: **M P. Nethaji**
Programme of Study: **Forest office**
Year of Study: **B.Sc IIIrd year**
Group: **M.C.V**
Register No/H.T. No: **2022061566041**
Name of the College: **Gout Degree College (new) S.K.M**
University: **Dr. B.R. Ambedkar Open College University**

SL.No	Evaluation Criterion	Maximum Marks	Marks Awarded
1.	Internship Evaluation	80	76
2.	For the grading giving by the Supervisor of the Intern Organization	20	19
3.	Viva-Voce	50	45
	TOTAL	150	
GRAND TOTAL (EXT. 50 M + INT. 100M)		200	

Signature of the Faculty Guide



Forest Range Officer
Pathapatnam

Signature of the Internal Expert

Signature of the External Expert



Signature of the Principal with Seal