

Model Program Book



SHORT-TERM INTERNSHIP (On-Site/Virtual)

Designed & Developed by



**ANDHRA PRADESH
STATE COUNCIL OF HIGHER EDUCATION**

(A STATUTORY BODY OF GOVERNMENT OF ANDHRA PRADESH)

PROGRAM BOOK FOR
SHORT-TERM INTERNSHIP
(Onsite / Virtual)

Name of the Student: B. Siva Sai Kumar

Name of the College: Government Desonee college (Meh)

Registration Number: 2122 00 15 66 00 8

Period of Internship: From: 18-08-23 To: 30-09-2023

Name & Address of the Intern Organization: Orxama sachivalayam
Kadumma, Sri Kalakulam
Andhra Pradesh, 532455

Dr. B. B. Ambadhi Kall University
YEAR

An Internship Report on
Grama Sachivalayam services

(Title of the Internship)

Submitted in accordance with the requirement for the degree of
Bachelor of Science MCIC (B.Sc)

Under the Faculty Guideship of
R. Venkateswara Rao

(Name of the Faculty Guide)

Department of
Government degree college (men) Sri Kalakur

(Name of the College)

Submitted by:

Bhadrada Siva Sai Kumar

(Name of the Student)

Reg.No: 2122001566008

Department of
B.Sc Chemistry MCIC

(Name of the College)

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 2 months (180 hours) of short-term internship either physically or virtually.
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.

-----<<@>>-----

Student's Declaration

I, B. Siva Sai Kumar a student of INTERNSHIP
Program, Reg. No. 2122001566008 of the Department of MCIC
College do hereby declare that I have completed the mandatory internship
from 18-08-23 to 30-09-2023 in G. Ramana Sathi Vakkam (Name of
the intern organization) under the Faculty Guideship of
BSC (Chemistry) MCIC (Name of the Faculty Guide), Department of
BSC (Chemistry) MCIC, Government degree college (men)
(Name of the College)

B. Siva Sai Kumar
(Signature and Date) 29/9/23

Official Certification

This is to certify that Buorade. Sivasai Kumar (Name of the student) Reg. No. 2122001566008 has completed his/her Internship in Kodumv sa chivalayam (Name of the Intern Organization) on functioning of Panchayat (Title of the Internship) under my supervision as a part of partial fulfillment of the requirement for the Degree of B.Sc (Chemistry) (MCIC) in the Department of CHDC (men) (Name of the College).

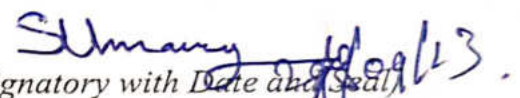
This is accepted for evaluation.

Endorsements


Faculty Guide


Head of the Department

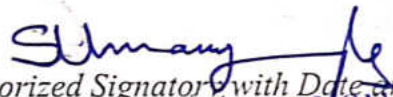

Principal
PRINCIPAL
Govt. Degree College (Men)
SRIKAKI


(Signatory with Date and Seal)
Panchayati Secretary
Grama sa chivalayam
KADIMU
Kottura Mandalam

Certificate from Intern Organization

This is to certify that Bhargada Siva Sai Kumar (Name of the intern)
Reg. No 2122001966008 of GDC (men) (Name of the
College) underwent internship in Kadumu Sachivalayam (Name of the
Intern Organization) from 18/08/2023 to 30/09/2023

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


Authorized Signatory with Date and Seal
Panchayat Secretary
Grama Sachivalayam
KADUMU
Kotturu Mandalam

Acknowledgements

I am deeply grateful to all staff members to the Kaduna Grama Sachivalayam and also my advisors during this internship for their valuable advice and guidance their industry experiment and helped me to better understand the company and the industry and allowed me to make the most of my internship.

Through the internship the Kaduna Grama Sachivalayam provide me with valuable instructions and guidance that helped me to manage my tasks and responsibilities.

They were always available to answer my questions and provide support and their wisdom and helped me to grow as a professional. I am thankful for their and support and for sharing their valuable insights with me.

I am grateful thanks for Kaduna Grama Sachivalayam.

support and that enabled me to complete this internship without their assistance.

finally I would like to thank for provide the funding and support enabled me to complete this internship without their assistance.

I would not have been able to gain this valuable experience.

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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.

- 1.) Panchayati Raj Act. 1994. Says that local governance in every village for the growth & development in a nuture manner
- 2.) Implementation of grama ward sachivalayam to render door to door service to the house holder and also developing the village in a nuture manner.
- 3.) function of grama ward sachivalayam it has mainly 10 types of functions
- 4.) objection of grama ward sachivalayam
 - i) sustainable development
 - ii) door to door service
 - iii) Health and hygienic condition
- 5.) out come on grama ward sachivalayam
 - ⊗ Providing basic needs to the health had
 - ⊗ All service of to on stop
 - ⊗ Early solution to all problems

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.

Introduction of Cerama ward Sachivalayam

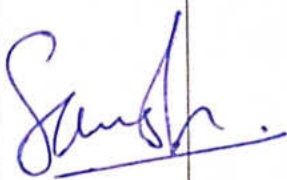
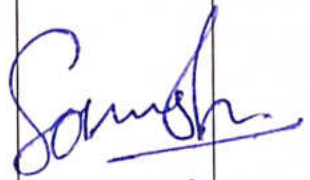
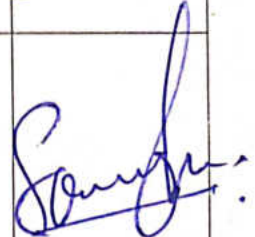
- ⊗ Providing various citizen services at a shorter possible time
- ⊗ single window service system
- ⊗ door to door service & welfare of home
- ⊗ providing an pleasant environment for all living organization
- ⊗ planning CERDP (CERAMA PANCHAYAT DEVELOPMENT PROGRAM)
- ⊗ citizen satisfaction in the ultimate aim of an organization.

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.

- ⊗ version service of Grama Sachivalayam
- ⊗ vertical welfare Schemes
- ⊗ On going Projects / construction
- ⊗ public distribution system (PDS)
- ⊗ Grama Sabha
- ⊗ working of each functionalization
- ⊗ Field weights
 - ⊗ Necessity of agriculture land
 - ⊗ Aerial survey
 - ⊗ House hold survey
- ⊗ Pre Production of natural calamities

ACTIVITY LOG FOR THE FIRST WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	introduction of staff and volunteers	organization structure	
Day -2	various functions & their defined work & responsibility	organization working words	
Day -3	various functions & their defined work & responsibilities	cb-	
Day -4	Field visit by ANM An mental Survey	How ANM are visiting regularly + pregnancy women's	B. Ravani
Day -5	Field visit by ANM - pm say Survey	Implement of PM Jay Scheme	
Day -6	Dr. brief of whole the last 5 days activation	same knowledge has achieved regular	

WEEKLY REPORT

WEEK = 1 (From Dt. 2.1.8.23 to Dt. 2.6.8.23)

Objective of the Activity Done:

Detailed Report:

has 11 functionaries & 16 volunteers
main functions area in follows:-

- ① Panchayat Secretary
- ② Digital Assistant
- ③ welfare & educational Assistant
- ④ Engineering Assistant
- ⑤ village Revenue officer
- ⑥ Agrocultural Assistant
- ⑦ veterinary Assistant
- ⑧ village surveyor
- ⑨ Mahila Police
- ⑩ ANM
- ⑪ Live Moh

overall in charge in Panchayat Secretary who is maintaining all the activation in and around

Field visit by ANM give an opportunity how well the organisation staff is behaving with the villages.

ACTIVITY LOG FOR THE SECOND WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Devision & Responsibility digital Assistant & welfare education Assistant	Imp of welfare service to citizen & type of welfare schement	
Day - 2	Devision & Responsibility of VRO & village sub-vetion	Devision distribution system & household distribution & type of food	
Day - 3	Devision & Responsibility of Veterinary Asst. & Agricultural Asst.	live stocker type various immase - nation type of crops - seeds	
Day - 4	Field visit by VRO - PDS distribution	door to door delivery of Public distribution to the house hold	
Day - 5	field visit by (1) Resurvey	Re ception of land in village using latest technology.	
Day - 6	De. brief of last 5 day's activities	Know what type of devision are being delivered.	

WEEKLY REPORT

WEEK - 2 (From Dt. 18-8-23 to Dt. 24-8-23)

Objective of the Activity Done:

Detailed Report:

Delivering of deviation (citizen)
of a shortest possible time

- 1) Inverse of age & income
- 2) Family member certificate
- 3) birth & death confirms

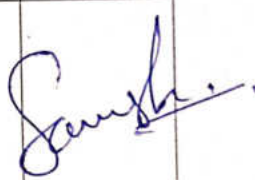
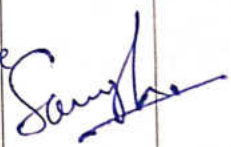
Applying for schemes to the eligible candidate
Part Field verification

- 1) YSR Pension
- 2) YSR Chetutha
- 3) Rice card
- 4) YSR Ammavadi
- 5) YSR Vidya Deevena

Field activity:- Ration distribution to household
at door step by mhs

Field activity:- Land Re-survey using & Ration
for accuracy in a main point.

ACTIVITY LOG FOR THE THIRD WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	Division & Responsibility ANM & Mahila Police	Hygienic mensur implemnetion safety of women & child	
Day -2	Division & Responsibility of Engineering Asst. & Panchayat Secretary	ongoing work Recupment & Performance of man coreal	
Day -3	Field activity SDE, survey Pm, Jay survey	knowing well about sustainable development growth process	
Day -4	Field activity House hold survey POS distribution	know how to apply for case income certifi- cate & move service.	
Day -5	once Service Digital literacal	know how to apply for case/ income certificate & move service	
Day -6	De-brief on last 5 days activation	Overall learned name maintain which implement to do both worthless	

WEEKLY REPORT

WEEK - 3 (From Dt. 4-9-23 to Dt. 9-9-23)

Objective of the Activity Done:

Detailed Report:

Doing unit by ANM we United Seivel have for any health issue & recommended few medicines also spoke to pregnant women for any diffcuation observed the people with the ANM

Also accompanied by mahila Police visited to house to educate the children for good touch & Bad Touch neveris for the girl child for not being shy. Any harassment happend should be intitated after calling.

No. of online survey are going on & participant and acquired knowledge above how a system women on demand of the government.

Knowing eligibility certain of all the welfare schemes of state government.

ACTIVITY LOG FOR THE FORTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Definition of SCA open personal SCA - closed personal SCA	shortest possible time for service.	<i>[Signature]</i>
Day - 2	Definition of GPDP & if objection & overcome	development process.	<i>[Signature]</i>
Day - 3	Find all local to exam punch card	General test for 15th final me Full marks	<i>[Signature]</i>
Day - 4	House hold survey of cloth 4, 2, 8, 9, 10	most likely a come survey	<i>Sumali</i>
Day - 5	House hold survey of cloths 1, 6, 7, 8, 9, 10	categorization of House holds	<i>Sumali</i>
Day - 6	Home field survey of clothing 11, 12, 13, 14, 15, 16.	- db -	<i>[Signature]</i>

WEEKLY REPORT

WEEK - 4 (From Dt 11-9-23 to Dt 16-9-23)

Objective of the Activity Done:

Detailed Report:

SLA → Service life agreement
In gram ward Sachivalayam there are more
than 546 service each service is having
their own SLA

For eg:-

- 1) Income certificate → 7 days
- 2) cast certificate → 30 days
- 3) motivation → 3 days
- 4) Rice card → 180 days

CUPDP → Grama Panchayat development programme
in a planning programme.

for the development of gram Panchayat

- ⊗ Sanitation planning
- ⊗ Road repair planning
- ⊗ Street light position / Repair
- ⊗ New overhead tank

external fund - House tax payment / Properties
tax

15th Finance Commission

State Government.

ACTIVITY LOG FOR THE FIFTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Type of state government welfare scheme & their eligibility	welfare in the primary concern for the existing government	Thun
Day - 2	welfare calendar for the year 2023-2024	planned execution in implementation of welfare schemes.	Thun
Day - 3	field visit! what is gramachetam? what is agriculture bh? what is dry land?	Basic knowledge of a village & its boundary	Thun
Day - 4	'E-KYC' mandatory for all the welfare schemes. How e-KYC done	Digital literacy using mobile/smart phone.	Shankar
Day - 5	sin-glp validation eligibility all welfare & non welfare schemes	digital literacy training a user	Shankar
Day - 6	DC brief of all the kind 5 days activation.	very informative & (enable)	Shankar

WEEKLY REPORT

WEEK - 5 (From Dt. 18-9-23 to Dt. 23-9-23)

Objective of the Activity Done:

Detailed Report:

state government - welfare scheme and its eligibility contain application program field verification & KYC program

eg:- YSR Pension / Conver
NAP widow Singlwomens Disability Holder Farms
All these types of person have difference eligibility criteria

welfare calendar shown the demand planning & imptence of knows at the right then in a protect & procedure manner

& KYC electronic - know your citizen when given on then live station of the citizen its modition for all the have holds for any type of welfare schemes
six-step validation

1. NO Govt Employee in the have hold
2. NO income tax payin have hold
3. Net more the 3 acres of Agricultural
4. NO four welfare hold
5. Electricity consumption net more than 300 units/month
6. 1000 sq feet commercial land in urban area

ACTIVITY LOG FOR THE SIXTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
ANM Day - 1	ANM says that she has to visit at least 30 house hold in her allocated area per day	she check that what kind of problems faced by people.	B. Pavani
Day - 2	ANM uploading of daily report like #IMS, Hip, IDSP etc	she email the daily health report in government records	B. Pavani
Day - 3	Registered Pregnant women in 12 weeks & ensure care of women's health	she can in pregnant and child birth	E. N. S. S.
WP Day - 4	ensuma mahila samita - 12th kanyashashi to visit anganwadi centre	she visit anganwadi centre and check the quality of food	G. Asha
Day - 5	she prohibits the awareness of child marriages	awareness of internal complaints communities	G. Asha
Day - 6	ensuma produce awareness on domestic violence at women's Act	awareness of people about radical acts.	G. Asha

WEEKLY REPORT

WEEK - 6 (From Dt 24-9-23 to Dt 30-9-23)

Objective of the Activity Done:

Detailed Report: Auxiliary Nurse midwife & Mahila Police

ANM:-

- ① work under the administrative control of the medical officer Primary Health Centre (PHC) and Technical supervision and guidance of the Female Health Supervisor.
- ② maintain all the Records & Reports as prescribable under reproductive and child health care (RCH).
- ③ prepare the plan further agree with the help of Female Health Supervisor.

Mahila Police:-

- ① create Awareness on the prevention of alcoholism during abuse.
- ② create awareness about gender based violence.
- ③ Awareness on domestic violence / Sexual Harassment of women of work at work places out child marriages prohibition act and ensure constitution and functioning of Internal Complaints Committee.

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 experienced a very good working environment with protection knowledge & kind people in this organization all staff are very punctual in attending office.

They had shown an interest in technology on how the system works and administration activities are handled in a procedure manner.

The time they spent for us in being working schedule are appreciable and we those then on for their extended operation & co-operation in our internship program.

The digital aids used for helping us in learning are very advanced needs at this moment for from presently & accountability when keep the system worthy.

says myself improved of the organization worthy culture.

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

each work in systematically managed
Application program - 1 digital Assistant
field Verification - 1 wefeon Assistant
Third Party Verification - Administrative staff
Pre-applied - VRO
Final - applied - mpo/mro

Every one is using the technology
hand work to avoid display and annore
temporary in unents the eligibility of
any sheme

- 1) Biometric division
- 2) And old smart phose
- 3) IRTS scanners
- 4) face Automation.

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 achieved the great-time governance procedural practice which is very realistic and given the its management competence & analogizing skill

Every work there bounded and can't be neglected whole world in observing the activity & decision making is very important

For doing any basic procedural knowledge in ment should secondary planning and thirdly the procedure for implementation.

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.)

my communication skill are modite and in improve myself with communication different people in different places

my written communication in per improve if writing say evaluation scription thoughts

my confidence lovely are very high and i will continue with the name

my amicity lev are very low, i am very patient and taken to munc whenever fill anything & i learn move an exict mangment techbolgy

I always greet every one when i see them & those then whenever they do good things.

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

In group discussion I always space with point to point and don't log to improve I will be clear of what I am saying

I also encourage often to participate in the discussion to share taken ideas I always conclude the group discussion in a friend & family manner.

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

firstly thing

① Handling of smart phones

② Bio metric diression

③ IRIS Scanner

④ face Authuntation programme

which given the reactive Procedure of the lives.

se condly:-

= using e - pas machine is pas

thirdly:-

= using 'COP' & 'REVEN' is Land
Be namely program ent programme

⇒ using 'Drones' in Identification
of mark in kind Alignment Programme

Student Self Evaluation of the Short-Term Internship

Student Name: Bodhida Siva Sai Kumar Registration No: 2122001966008
 Term of Internship: From: 18-08-2023 To: 30-09-2023
 Date of Evaluation: 30-09-2023
 Organization Name & Address: Erzama Sachivalayam, Kadumu

Please rate your performance in the following areas:

Rating Scale: Letter grade of CGPA calculation to be provided

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

Date:

B. Siva Sai Kumar
Signature of the Student

Evaluation by the Supervisor of the Intern Organization

Student Name: <u>Buddha Sivasai Kumar</u>	Registration No: <u>2122001566008</u>
Term of Internship: <u>short</u> From: <u>18-08-2023</u> To: <u>30-09-2023</u>	
Date of Evaluation: <u>30-09-2023</u>	
Organization Name & Address: <u>Grama Sachi Valayam, Kadumu</u>	
Name & Address of the Supervisor <u>S. Umairani</u> with Mobile Number <u>9866790773</u>	

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

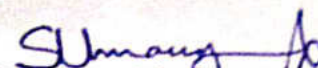
Please note that your evaluation shall be done independent of the Student's self-evaluation

Rating Scale: 1 is lowest and 5 is highest rank

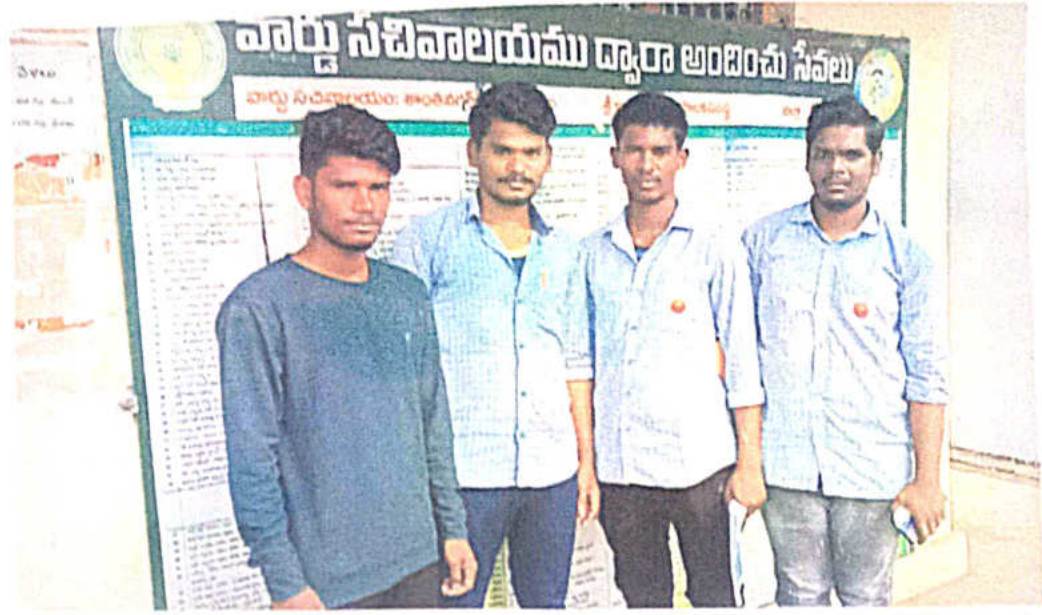
1	Oral communication	1	2	3	4	5	✓
2	Written communication	1	2	3	4	5	✓
3	Proactiveness	1	2	3	4	5	✓
4	Interaction ability with community	1	2	3	4	5	✓
5	Positive Attitude	1	2	3	4	5	✓
6	Self-confidence	1	2	3	4	5	✓
7	Ability to learn	1	2	3	4	5	✓
8	Work Plan and organization	1	2	3	4	5	✓
9	Professionalism	1	2	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:

Page No:


 Signature of the Supervisor
 Grama Sachi Valayam
 KADUMU
 Kotturu Mandalam

PHOTOS & VIDEO LINKS



Internal Evaluation for Short Term Internship (On-site/Virtual)

Objectives:

- To integrate theory and practice.
- To learn to appreciate work and its function towards the future.
- To develop work habits and attitudes necessary for job success.
- To develop communication, interpersonal and other critical skills in the future job.
- To acquire additional skills required for the world of work.

Assessment Model:

- There shall only be internal 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 100 marks.
- The number of credits assigned is 4. Later the marks shall be converted into grades and grade points to include finally in the SGPA and CGPA.
- The weightings shall be:

○ Activity Log	25 marks
○ Internship Evaluation	50marks
○ Oral Presentation	25 marks
- 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: Burade Siva Sai Kumar
 Programmer of Study: Crkama Sachivalayam
 Year of Study: 2021 TO 2024
 Group: III B.Sc (MCIT)
 Register No/H.T.No: 2122001566008
 Name of the college: Govt. Degree College (men) Sriika Kulam
 University: DG.Bx Ambedkar

Sl.NO	Evaluation Criterion	Maximum marks	Marks Awarded
1	Project log	20	18
2	Internship Evaluation	30	20
3	Report	25	22
4	Oral presentation	25	22
5	GRAD TOTAL	100	82

Date:
Guide


Signature of the Faculty

Date:

Seal:
Department/Principal

Certified by


Signature of the Head of the
PRINCIPAL
Govt. Degree College (men)
SRIKAKULAM



**ANDHRA PRADESH
STATE COUNCIL OF HIGHER EDUCATION**

(A Statutory Body of the Government of Andhra Pradesh)

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