

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: Pratibha Jagtap

Name of the College: Government Degree College, Solapur

Registration Number: 1510956019

Period of Internship: From: 15/08/22 To: 15/09/22

Name & Address of the Intern Organization

Shri. Anand Sachin Patil & Co.
SEIKERULAY

DR. D. S. AMBekar **University**
YEAR

An Internship Report on

Gorama Ward Sachivalayam

(Title of the Internship)

Submitted in accordance with the requirement for the degree of

B.S.C MCIC.

Under the Faculty Guideship of

R. VENKATESWAR RAO.

(Name of the Faculty Guide)

Department of

INDUSTRIAL CHEMISTRY

(Name of the College)

GOVERNMENT DEGREE COLLEGE (MEN)

Submitted by:

GURUGUBELLI NAGA RATU.

(Name of the Student)

Reg.No: 2122001566019

Department of

B.S.C MCIC.

(Name of the College)

GOVERNMENT DEGREE COLLEGE (MEN)

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, G. Naga Raju a student of INTERNSHIP
Program, Reg. No. 2122001566019 of the Department of B.S.C MCIC
College do hereby declare that I have completed the mandatory internship
from 18/08/2023 to 30/09/2023 in Sachivalayam (Name of
the intern organization) under the Faculty Guideship of
R. Venkateswar Rao (Name of the Faculty Guide), Department of
B.S.C MCIC, Government Degree college (MEN) SRIKAKULAM
(Name of the College)

G. Naga Raju.
(Signature and Date)

Official Certification

This is to certify that G. Naga Raju. (Name of the student) Reg. No. 2122001566019 has completed his/her Internship in Sachivalayam (Name of the Intern Organization) on Griham ward Sachivalayam (Kanimetta) (Title of the Internship) under my supervision as a part of partial fulfillment of the requirement for the Degree of BSC MCIL. in the Department of Govt. Degree College (Men) (Name of the College).

This is accepted for evaluation.



(Signatory with Date and Seal)

Endorsements


Faculty Guide


Head of the Department

Principal
PRINCIPAL
Govt. Degree College (Men)
SRIKAKULAM



Certificate from Intern Organization

This is to certify that G. Naga Raju. (Name of the intern)
Reg. No. 2122001566019. of Govt Degree College (MEN) (Name of the
College) underwent internship in Grama Sachivalayam, Kanimatta. (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).

100

Copy is stuck

Authorized Signatory with Date and Seal

Acknowledgements

- ⇒ I am deeply Grateful to all staff members to The Kanimetta Gorama ward sachivalayam and also my mentors and advisors during this Internship for their in valuable advice and guidance for their Industry Experience and Expertise helped me to better understand the company and the industry and allowed me to make the most of my Internship.
- ⇒ Throught the internship the Kanimetta ward sachivalayam provided me with valuable in sights and guidance that helped me to negative me manage tasks and responsibilities.
- ⇒ They were always available to answer my question & provide support and their wisdom and Experience helped me to grow as a professional . I am Thankful for their time and support and for slowing their valuable in sights with me.

⇒ I am grateful thanks for Kanimetta word Sachivalayam support and the opportunity They have provided me their financial assistance allowed me to focus on my internship and my potential development and I am Thankful for Their commitment to helping me succeed.

I hope to continue working with Sachivalayam in the future and to make the most of this in optiable opportunity.

⇒ Finally, I would like to thank for providing the funding and support the enabled me to complete this Internship without this assistance. I would not have been able to gain this valuable Experience.

Contents

1. chapter 1: Executive Summary.
 2. chapter 2: Over view of the organisation.
 3. chapter 3: Internship part.
 4. chapter 4: Log book [First week to sixth week work]
 5. chapter 5: Out comes Description.
- ⇒ Describe all the real time technical skills you have acquired.
- ⇒ Describe the managerial skills you have to the acquired.
- ⇒ Describe how you could improve your communication skills.
- ⇒ Describe how could you enhance your abilities.
- ⇒ Describe the technological developments you have observed and relevant to the subject area of training.

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.

- ⇒ Panchayat raj act - 1994 says that local Government in every village for growth and development in suitable manner.
- ⇒ Implementation of Grama Sachivalayam to render door to door direct to the household and also developing the village in a sustainable manner.
- ⇒ Function of Grama Sachivalayam. It has mainly 10 types of function which does with all the activities required in a village.
- ⇒ Objectives of Grama Sachivalayam.
 - * Sustainable Development.
 - * Door to Door service.
 - * Health care condition.
 - * Role & Responsibility of all departments.
 - * Role of ward Education & ward welfare Data Process.

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 grama Sachivalayam.

- * Providing vision driven services of a short possible type.
- * Single window service system.
- * To secure transparency to the people with government.
- * Providing amblet environment by all living Organisation.
- * Planning of GDP.
- * Each functionary has a specific value to fulfill the required of the villages.
- * DoB to DoB service and welfare to the people.
- * Citizen satisfaction is the ultimate aim of Organisation.
- * Vision, mission and value of the Organisation.
- * There is no profit (or) marked value for the Organisation, which I had selected.
- * Introducing New schemes and programs to the people.

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.

⇒ we participated in many activities during the internship which are:

- * Field visit by welfare and education assistant.
- * House hold survey.
- * we have observed the voter list of an village.
- * participated the child and health checkup of animals.
- * Re-survey of agriculture land.
- * Urea distribution.
- * The 104 vehicle arrived at in Sachivalayam.

⇒ we observed to the Sachivalayam guidelines of the ANM Madam.

- * we went to school and anganwadis around the Sachivalayam area.

⇒ By the Influence of Administrative secretary (ward secretary) I had acquired some managerial skills. They are:

- * Team works, leadership, management, strategic thinking, and Time management.

ACTIVITY LOG FOR THE FIRST WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	Introduction of staffs and volunteers, VRD; women Police.	Introduction of All the staffs.	
Day -2	Introduction of Panchayat secretary & welfare edc Asst..	To know the secretary & Edc. Asst.	
Day -3	Introduction of Panchayat ANM and veterinary Asst.	To know the ANM & VA.	
Day -4	Introduction of line man & Agricultural Asst.	To know the Line man & VAA.	
Day -5	Introduce of village surveyor & Digital Asst.	To know the village surveyor & Digital Asst.	
Day -6	Question & Answers about the work shop. Internship programs	To know the system operation.	

WEEKLY REPORT

WEEK - 1 (From Dt. 18/08/22 to Dt. 24/08/22...)

Objective of the Activity Done:

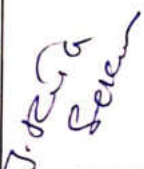
Detailed Report: Grama sachivalayam kaminita functionaries & volunteer staff are explain about those matter.

Main functionaries are in follows.

- * Panchayati secretary.
- * Digital Assistant.
- * welfare and education Ant.
- * Village & Revenue officer.
- * Engineering Ant.
- * Veterinary Ant.
- * Village surveyor.
- * Mahila police.
- * ANM.
- * Line man.

⇒ overall in charge is grama panchayati secretary ; who is maintaining all activities in & around.

ACTIVITY LOG FOR THE SECOND WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Importance of RBK & Agriculture schemes	We know the RBK scheme & Agriculture schemes.	
Day - 2	Discuss about the land registration. Rules	We learned the Land Registration Rules of system	
Day - 3	We are participated field works with an veterinary asst.	We observed the normal health. checkup for animals.	
Day - 4	Discuss about the various types of medicines in ANM treatments	We learnt about the various medicines to treat about it.	
Day - 5	Reducing child marriage. class by mahila police. madam explained.	We know that child marriage.	
Day - 6	Discuss About the Dr. Y.S.R. Arogya SRI & card scheme.	minimum qualification of Y.S.R Arogya SRI.	

WEEKLY REPORT

WEEK - 2 (From Dt. 18/05/22. to Dt 22/05/22...)

Objective of the Activity Done:

Detailed Report: During the second week we will discuss about major activities we explained the topics:

- ⇒ Introduction to agriculture and scheme on going in state related to Agricultural Activities.
- ⇒ Major changes after introduction of RBK at the village level.
- ⇒ we discussing about the how to apply land registration with VRO Sir.
- ⇒ How to check the Animals health status Activities.
- ⇒ we know the importance of medicines.
- ⇒ we will be participated in child marriages activity classes.
- ⇒ we learned about the conditions of the Dr. YSR Arogya Sri scheme.

ACTIVITY LOG FOR THE THIRD WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	Discuss about the different types of diseases	we learned about the diseases.	T. Raja Sankar
Day -2	who deserve to apply YSR pension plan by welfare or edu.	we Remembering that YSR Pension scheme.	T. Raja Sankar
Day -3	we participated on village survey	we observed this activity.	T. Raja Sankar
Day -4	Horticulture class by Agriculture Asst	we know the Horticulture crops.	T. Raja Sankar
Day -5	Different types of animals diseases class by Veterinary Asst	we will observe that about cause of diseases.	T. Raja Sankar
Day -6	Attending Execution of civil works including, housing, Nadu-Nadu, water leakage repairs	At in Government schemes.	T. Raja Sankar

WEEKLY REPORT

WEEK - 3 (From Dt.18.08/22 to Dt.20.09/22.)

Objective of the Activity Done:

Detailed Report: During the third week, we will discuss and explain about those activities in those topics.

⇒ Types of diseases to be learnt about how to use.

to diseases treatments :- 1) Dengue

2) Malaria.

3) Typhoid.

4) Cholera.

⇒ We gain about the knowledge of pension categories.

⇒ Work of Kanimetta village having an agricultural and horticultural area activities of 436 act..

⇒ Types of Animal Diseases :- 1) Fowl cholera.

2) Foot & mouth diseases.

3) Anthrax.

⇒ Attending Execution of an civil works Including Housing, Nandu-Nandu / water leakages repairs.

ACTIVITY LOG FOR THE FORTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	Survey of the crop lands with VRO sir.	we gain knowledge of crop lands.	
Day -2	Introduction about town planning department in MAUD	Approval of Building Proposal of various types of Nature of Buildings.	
Day -3	Rules & Responsibilities of the department	Town development preparation of development plans for urban towns.	
Day -4	Role of the planner in society development	Development of plan to city Expansion & such as population.	
Day -5	Development in India. & specially in metro cities	Mumbai, Pune, Delhi, Ahmedabad, Surat, Chennai, Kolkata, Bangalore ..	
Day -6	Encroachment property & public property protection.	When some body tries to enter. to spoil the property	

WEEKLY REPORT

WEEK - 4 (From Dt. 18/08/22 to Dt. 30/09/23)

Objective of the Activity Done:

Detailed Report: During the fourth week we will discuss about these topics activities are Explain::

=> we have identified various crops and their sowing times through out the year.

=> Introduction about town planning department in mnuo::

- * Approval of building proposals of various types and Nature of buildings.

- * Approval of layout proposals.

=> Rules & Responsibilities of the department::

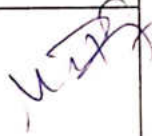
- * Department of town planning is working in the way of development, its major responsibility is town.

- * Development, preparation of development plans for all urban towns.

=> Role of the planner in society development::

- * An urban planner will develop a plan for city expansion and consider important factors such as population growth, protected areas and more.

ACTIVITY LOG FOR THE FIFTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	How to measure the shoe classes by VRO	shoe measuring	
Day -2	we saw the pregnant lady during her health check up	we observed Health. precautions.	
Day -3	we attending district level training programme	we know about child safety education.	
Day -4	To participated on vaccination of animals in villages	we observed the vaccination.	
Day -5	we discuss Y.S.R Anna Vodi & Vidya deevana, Vasathi deevana scheme.	we acquire the knowledge of schemes.	
Day -6	we discussed about paddy harvesting	Major grown. variety of paddy	

WEEKLY REPORT

WEEK - 5 (From Dt.18/08/22. to Dt.20/09/22..)

Objective of the Activity Done:

Detailed Report: During the fifth week, we will discuss about those topics and activities are Explain:

=> Paddy harvesting majority grown in variety of Paddy MTU 1061 & HTU 7029.

=> Learned the process of harvesting of paddy manually and saw harvesting with paddy.

=> we will participated in cluster level training on child right & child safety education for parents.

=> To be participated on vaccination of animals in Kanimetta village.

=> Y.S.R Amma vodi — Yearly 13,000/-

Y.S.R vidya deevana — Yearly of their college terms.

Y.S.R Vasathi deevana — Yearly 10,000/-

ACTIVITY LOG FOR THE SIXTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	we discussing about syber crimes; security	we know about the Information Syber	
Day -2	Learned Stally about Paddy combine Harvester	we know about paddy combine system.	
Day -3	TO survey the Arogya sri cards in a villages	How to survey Arogya sai	
Day -4	Y.S.R vahana. criteria scheme	TO know about the vahana scheme.	
Day -5	Flout and classes. with AHA sir	Imp points of school survey	
Day -6	apply for the Land pass books	Pass books. Enquiry.	

WEEKLY REPORT

WEEK - 6 (From Dt. 18/08/22 to Dt. 20/09/22.)

Objective of the Activity Done:

Detailed Report: During the sixth week : we will discuss about these topics and activities are explained:

=> Learned totally about paddy combine harvestor with its feasibility mostly for large farmers.

=> who can apply the scheme of vahana mitra they follow of Rules and qualification call, classes by way EA sir.

=> we get the more important content about at a scheme of vahana mitra.

=> we are discussing about cyber security and cyber crimes to explain the information of security.

=> By these apply for the Land for pan books. Enquiry.

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.)

A work environment in job description by creating an accurate picture of what potential Employee can expect by explaining your company's core value and the experience of current Employee. Positive working environment provide several benefits for both Employee and Employer. Having a positive working environment is a great way to increase your work output when you're happy you may be more productive and more excited to complete your tasks efficiently. Thus, can also help you become a better Employee which leads to raises and promotions.

A positive working environment has a clean atmosphere that leads to great productivity. when you're able to work without any distractions you're more likely to safely on task and accomplish more of your duties and responsibilities.

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

⇒ Each work is systematically managed to

Application Programme Digital Assistant.

Field Verification - Welfare Amt.

⇒ Third party verification - Administrative staff.

Pre Applied - VRO.

Final Applied - MPDO/MRO.

⇒ Every one using the technology bound work to avoid duplicity and ensure transparency in the eligibility of any scheme.

* Bio metric division.

* Android smart phones.

* IRTS scanners.

⇒ Technical skills very widely b/w industry and Jobs types FBI computer programme knowledge of in a discuss in technical skills.

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 real time governance procedural
are define which is very realistic and given
the management competence and Analog skills.

Every work in time is bounded and can be
deflected whole world is observing the activity and
decision making is very important.

For doing any thing firstly practical. knowledge
and secondary planning and thirdly the procedure
for implementation.

Processing great communication skills for a manager.
If can determine. How well information is should
thorough about a team. How well a manager.
communications.

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 skills are modified and improved myself in communication of different people in different places.

My written communication as per improved it by writing say evaluation caption / Thought.

My Anxiety level are would low... I am very much patient and listen to music when, tell any thing & I learn more anxiety management technology.

my speech ability is moderate and it will be improved by communication skills.

I always great on when i see them & then whenever they good things.

Oral and written communication skills have improved more than before confidence level are also very well developed.

The way of the grasping the key points is greatly improved in this internship.

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

⇒ It's Leadership it usually has disjunctive than that of a meeting.

⇒ Leading a discussion group is not same as summing a meeting.

* Participation in teams:

Participating in a team promotes an atmosphere that fosters friendship and loyalty this may motivate employee is parallel and align them to work harder.

* Contribution as a team member:

The nprc connect article on contribute advice Each team to share a personal strength and how it contribute to making a successful whole environment.

* Leading a team/activity:

Team building is a management technique used for improving the efficiency and performance of the whole groups through various activities. It values a lot of skills, Analysis and observation for forming a strong and capable team.

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

First thing :
⇒ Handling of smart phones.
⇒ Bio metric Detection.
⇒ IRIS Scanner.
⇒ Face Authentication programme.

⇒ When gives the realistic procedure secondly.

⇒ Using E-PDS machine in PDS. Thirdly.

* Using 'eops' & 'RIVEN' in land.

⇒ Renamely programme:

using drones in detection of marks in land
alligement programme.

⇒ Technology based training learners can be more
Engaged because They can control their learning
Environment and place.

⇒ The main Role of technology is allowing using utilizing
and communication Informating from a variety of sources
and variety ways Technologies change.

Student Self Evaluation of the Short-Term Internship

Student Name: <u>G. Naga Raju</u>	Registration No: <u>2122001566019</u>
Term of Internship: <u>43</u> From: <u>18/08/2023</u> To: <u>30/9/2023</u>	
Date of Evaluation:	
Organization Name & Address: <u>Gopama ward Sachivalayam Kanimetta,</u> <u>SRIKAKULAM-532402</u>	

Please rate your performance in the following areas:

Rating Scale: Letter grade of CGPA calculation to be provided

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

Date: 02/10/23

G. Naga Raju
Signature of the Student

Evaluation by the Supervisor of the Intern Organization

Student Name: G. Naga Raju

Registration No: 212200156609

Term of Internship: 43 From: 18/08/2023 To: 30/09/2023

Date of Evaluation:

Organization Name & Address: Goramma word Sachivalayam Kanimetta
SRIKAKULAM-532402

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: 03/10/23

Signature of the Supervisor

PHOTOS & VIDEO LINKS



EVALUATION

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:

o Activity Log	25 marks
o Internship Evaluation	50marks
o 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)

Page No:

INTERNAL ASSESSMENT STATEMENT

Name of the Student: Gurugubelli Nagn Raju.

Programmer of Study: Gopma ward Sachivalayam, (kanimetta).

Year of Study: 2021-23.

Group: B.S.C M.C.C.

Register No/H.T.No: 2122001566019.

Name of the college: GOVERNMENT DEGREE COLLEGE (MEN) SRIKAKULAM.

University: DR. B.R. AMBEDKAR UNIVERSITY.

Sl.NO	Evaluation Criterion	Maximum marks	Marks Awarded
1	Project log	20	18
2	Internship Evaluation	30	21
3	Report	25	22
4	Oral presentation	25	21
5	GRAD TOTAL	100	82


Signature of the Faculty

Date:

Guide

Certified by

Date:

Seal:
Department/Principal


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)

2nd, 3rd, 4th and 5th floors, Neeladri Towers, Sri Ram Nagar, 6th Battalion Road

Atmakur (V) Mangalagiri (M), Guntur, Andhra Pradesh, Pin - 522 503

www.apsche.ap.gov.in