

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:

Name of the College:

Registration Number:

Period of Internship: From: To:

Name & Address of the Intern Organization

University
YEAR

An Internship Report on

Sri Lakshmi polymers

(Title of the Internship)

Submitted in accordance with the requirement for the degree of

B. S. C - B. 2. C

Under the Faculty Guideship of

Dr. M. Rama Subba Reddy Sir

(Name of the Faculty Guide)

Department of

S.V.R. Govt degree college

(Name of the College)

Submitted by:

M. Lokesh Kumar

(Name of the Student)

Reg.No: 20358041004

Department of

B. S. C - B. 2. C S.V.R. Govt degree college.

(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.

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Student's Declaration

I, Mahendran Ligi (Akash Kumar) student of Internship
Program, Reg. No. 20358041004 of the Department of R.S.C (R.2.C)

College do hereby declare that I have completed the mandatory internship
from 01-09-22 to 30-10-22 in Subramanyeswara ^{polymers} (Name of
the intern organization) under the Faculty Guideship of

Dr. M. Rania Subba Reddy ^{Sir} (Name of the Faculty Guide), Department of
S.V.R. Govt Degree college Koilekuntla
(Name of the College)

(Signature and Date)

Official Certification

This is to certify that Mahanandigari Lokesh Kumar (Name of the student) Reg. No. 20358041004 has completed his/her Internship in Subramanyeswara polymers (Name of the Intern Organization) on _____ (Title of the Internship) under my supervision as a part of partial fulfillment of the requirement for the Degree of B.S.C (B.Z.C) in the Department of S.V.R. Govt Degree college (Name of the College).

This is accepted for evaluation.

(Signatory with Date and Seal)

Endorsements

Faculty Guide

Head of the Department

Principal

Certificate from Intern Organization

This is to certify that M. Lokesh Kumar (Name of the intern)
Reg. No. 20258041004 of S.N.R. Govt degree college (Name of the
College) underwent internship in Lakshmi Venkateswara (Name of the
Intern Organization) from 01-09-2022 to 30-10-2022

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

Authorized Signatory with Date and Seal

Acknowledgements

Learning and in using knowledge has no top and bottom it is our resource that never gets exhausted the more you speak the better it get and the more you preach the better it get and the more it lives down through the ages.

Through these lines I would like to show my sincere gratitude to all the individuals and organisation under whose guidance and support this project is possible.

I would like to devote my sincere thanks and gratitude to the branch head of (Gopireddy Subramanyaswara Reddy) Industry koilaband Mr. Subramanyasa Reddy for giving need and opportunity to internship training in one of the leading machines industry.

I would like also to show sincere gratitude to Rama Subbarathy Sir providing me support and guidance and help me in completing my report making it a good sample

Contents

The assigned rating is constrained by the small scale of operation of the firm in the highly compressive polywoven sacks industry with low entry barriers and limited product differentiation and weak bargaining power with suppliers and customers exerting pressure on margins. The rating also factors in high sector and geographic concentration with company selling most of its products to cement manufacturers located in Telangana and the Andhra Pradesh the nothing are further constrained by the susceptibility of profitability to fluctuations in polymer prices and weak financial position of the firm with thin net margins stretched coverage and high working capital intensity. SCRA also takes note of the capital fund withdrawal risk inherent to partnership nature of the firm.

The rating however draws comfort from long standing experiences of the promoters healthy relationships with its customers resulting in repeat orders in the cement industry and healthy growth in revenues of CAGR of 23% over the last 5 years backed by increases in capital expenditure and sales volumes.

Going forward ability of the firm to improve its scale of operations profitability and capital structure will be the key rating sensitive from credit perspective

Company profile :- Sri Subramanyeswara polymers Incorporated in 2007, is a partnership firm engaged in the manufacturing of rope/AP woven sacks. The processing unit with current installed capacity of 7560 MT per annum is located at Boilakuntla in Kurnool district of Andhra Pradesh. Bags which are majority used for paddy and food grains. It also fabric sheath.

Recent Results :- As per Audited financials for FY 2015 SSP reported an operating income of Rs. 58.20 crore with profit after tax Rs. 0.49 as against Rs. 44.41 crore income tax 0.43 crore in the FY 2014.

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.

This Internship report stresses on the work experience. I have gathered as an intern in the digital services development of Ogilvy Mother, communication.

part (ctd) from December 20, 2015 until April 7, 2016. In this report and development work a composed job description where I had to work with different international and local branches a analysis on the roles of digital marketing communications over conventional marketing which is also asked of my methods experience and research data.

Since its inception in 2008 in Bangladesh of my going month has always been concerning equality since and how it is one of the known and digital advertising agencies in the country with in a very short time.

IIn this report I have in a list of
their clients and brands they are
management later about companies that I had
to managing where some creative one by Ogilvy
months creative department under us departments
supervision where I follow of up are also
present them. Succeeded about the project on the
role soft digital India communications media
where different new findings come out the project
communications over the conventions marketing the
process this report will score good in formation
for the marketing process this report agencies
I mother has a good internship programme
A many people have to work for uplifting abroad.

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 :-

Sri Subramanyeswara polymers was established in year 2006 as a partnership firm. The main line of activity of the firm is manufacturing of pp woven sacks which are used in the packaging of cement fertilizer stratch etc.

In 2006 the company was established with capacity of 35,00,000 lakhs bags per month due to demand for the producer the company has into expansion in 2013 with capacity of 55,00,000 lakhs bags per month.

partnership

Gopi Reddy

Gopi Reddy

Gopi Reddy

Subramanyeswar Reddy

venkata Lakshmi

Page No:

Sudheer Reddy

Gopi Reddy Surya narayana Reddy has been manage long partners of the since it since its inception is having vast experiences in this line of activity. He is also having experiences in the field of promote Business. He is having good contact with cement with companies.

Marketing Arrangements :-

The company has tie-up with major cement supply of bags they are closely associated with many cement companies either as a sub parsperants selling the bag to the cement companies is not at all a problem for them.

Position of firm

- The turnover is expected to be during current final year.
- The turnover in the preccous year has been 81.2 crore.
- The value of fixed assets of firm are 6.95 crore.
- The sundary debts of the firm are 18.85 crore.
- The sundary credititions of the company are 11.15 crores.
- The production capacity of the firm is 2.80 lakhs per day.

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.

BRAINSTORMING I deas about cement
project

following I deas coming out during
Brainstroming session:-

- 1.) JCB Arm
- 2.) Mobile vocume culture
- 3.) crane system
- 4.) Rubber cover for falling arm.
- 5.) change the stacking system
- 6.) circular stacking.
- 7.) lengthwise stacking
- 8.) Soft tooth jaw by reeling action.
- 9.) Robotic palletizer.

Cement bag were more observations:-

1.) I visited of somorth cement warehouse
in Robon of these observed the following
things.

- Observe the overal cement warehouse
- there is a stack of 50 kg each.
- 2.) Warehouse is an air high room with no window
 - 3.) A round 13 bags in one stacking system in 50 kg bags.
 - 4.) Bombay stacking :- Alternate wise and lengthwise cement bags in warehouse.
 - 5.) stack the cement bags of the floor on wooden about 150-200 mm above the floor.

problem statement

- 1.) Generally, the workers carry the cement bag on their back during loading and unloading which is not a proper way to handle the cement bag this causes health problems sometimes.
- 2.) When workers handle the cement bags during loading and unloading they use the hooks for up lift the bag.

Objective

- 1.) The main objective of this project is to pick the cement bag from stacking position in warehouse and keep it on moving conveyor

ACTIVITY LOG FOR THE FIRST WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	consulted the head of the organisation for the Internship.	Improved my communication skills.	V. Atholay
Day -2	As per gov. norms, each degree student should complete internship in any organisation we have for internship pointers.	I'm proved my communication skills.	V. Atholay
Day -3	In this regard they have granted permission for internship as product assistant.	Inter personal skills.	V. Atholay
Day -4	know about the founder of the organisation and its history and achievements.	learned how to collect data primary data history	V. Atholay
Day -5	observed the routine of the organisation in working house whole day.	I'm proved by observation skills.	V. Atholay
Day -6	streeted with the experience employees and also known about their work in the industry.	I'm proved my communication skills.	V. Atholay

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

In this week we introduced ourselves to them and explained the purpose why we are come to their Industry organisation and we interact with all the employers working in the organisation and introduction each other they tell us how to communication with the workers and they tell us how to work in the industry of polymers / polythene bags.

ACTIVITY LOG FOR THE SECOND WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	collected information about the organisation vision and mission	Improved my communication and understanding skills.	V. Ashok
Day -2	observed the organisational structure and collected information about it.	learned about organisation and various organisational - ion.	V. Ashok
Day -3	They show the various kind of Roywood products clearly.	I learned how many bags were their and names of it.	V. Ashok
Day -4	The manager shows how to understand the names of products.	I learned the names of different brand names clearly.	V. Ashok
Day -5	manager briefly explain the performance of the organisation.	learned rules and regulations of the organisation.	V. Ashok
Day -6	The manager explained the roles and responsibility of production bags	learned about the bags manufacturing of an organisation	V. Ashok

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

Selection views offer a more comprehensive set of options to filter on cases as compared to what you can do in the components in the analysis sheets. It worth nothing that the person creating the analysis determines whether or not to enable selection views for users.

The explorer can also be used for single - case analysis once you have narrowed down your analysis to few extreme cases. In addition for you are involved with process is brought on you most likely end up using the case explorer.

Conformance validates each single case in the data set against the target model. It is used to check if the actual expectation for business process as recorded in the event log conforms to the model and vice versa with the conformance.

ACTIVITY LOG FOR THE THIRD WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	we visit the polymers industry we saw the new equipment in Industry.	we learn how to run it	V. Ashokan
Day -2	we know about that instrument names and how it works.	we know the information of equipment.	V. Ashokan
Day -3	we know about the advantages and disadvantages of that equipment.	we know about the modules of it.	V. Ashokan
Day -4	we learn about the equipment and its uses and instruction.	we know the how it controlled.	V. Ashokan
Day -5	we work with the co-workshop.	communication skills leadership	V. Ashokan
Day -6	we develop the common skills by the interaction at works.	Socialization.	V. Ashokan

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

Create the analysis asset

To get started we'll create a package called Build analysis and analysis asset called P2P - Analysis : These two will sit in space called 'pearlalt'.

Although not visible in the image we'll link the analysis to a purchase-to-pay data model we've prepared for training purposes.

Add 200 sheet and choose components

As soon as you've created the analysis assets you'll see the options to build the first analysis sheet. You can select one of the out of the box components such as the full screen, process explorer, or the 'conformance' sheet or create your own combination of components on a sheet.

ACTIVITY LOG FOR THE FORTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	I know about the equipment used for the bags marking.	We know about the new equipments.	V. Ashokan
Day -2	I know about the bottom seal bag marking machines	I learnt about the bottom seal bag marking used	V. Ashokan
Day -3	I know about the bottom seal bag marking machines how to operate.	I learnt about the bottom seal bag marking di-adv marking	V. Ashokan
Day -4	I know about the side seal bag marking machines and how to use.	I learnt about the side seal bag marking process.	V. Ashokan
Day -5	I know about the side seal bag marking machine	I learnt how to operate the equipment side seal Bag machine.	V. Ashokan
Day -6	I know about the side loop Bag marking machine.	I know how to handle the side loop bag making machine.	V. Ashokan

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

In this week I know about the some of the equipment which are used in the industry or organisation every machine has its own different features and very easy to operate.

I know about the Bottom seal Bag making machine and how to use and control the machine's second I used the Bottom seal bag making machines and how to operate it.

Side seam bags making machine, this machine is used to stitch the sides of the bags and operate the damaged bags automatically.

ACTIVITY LOG FOR THE FIFTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	I know about the patch handle bag machine.	I know about the new equipment	V. Ashokan
Day -2	I know about the patch handle bag machine how to operate it.	I learned how to operate the equipment	V. Ashokan
Day -3	I know about the T-shirt bag making machine	I know about the T-shirt bag making machine structure	V. Ashokan
Day -4	I know about the T-shirt making machine and how to use it.	I learned about know to department the equipment	V. Ashokan
Day -5	I operate the above machines with the help of co-workers.	I know and also learned how to operate the equipment.	V. Ashokan
Day -6	I operate the above machines with the help of co-workers	I know and also learned how to operate the equipment.	V. Ashokan

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

In this week we know about some more equipment used in the making of the polythene bags every machine has it's own structure and process to move polythene bags without any damage.

The patch handle bag machine and how to use and control the machine and then the next the machine named T-shirt bags making machines is the last equipment in the process of making polythene bags.

At last the machine self divide 100 bags in every bag and we went to separate the all damaged bags from it.

ACTIVITY LOG FOR THE SIXTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	We all come to that to go their all the information about the elementary school education to prepare a detailed report	preparing project report with all analysis in the organization	Nasholus
Day -2	In the day we have studied editing the report and completed as early as possible to submit.	preparing project report with all analysis in the organization.	Nasholus
Day -3	We have submitted our report to be guide and to the report or to get only changes in the report	pre-submission for our correction of errors in the service project words.	Nasholus
Day -4	In this day we have corrected the errors and report to the guide.	protecting errors and correction of errors in the service p-kt.	Nasholus
Day -5	The D-day has come to submit our service project and we to submit and we have successfully submit report	final submission of community service project.	Nasholus
Day -6	In this by our project report has opportuned by the principle sir and respected sir got from them.	Get approval form intion a long with guid Rama Subba Reddy sir and mentor	Nasholus

WEEKLY REPORT

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

Objective of the Activity Done:

Detailed Report:

Create the analysis a sheet

→ To get started we'll create a package called 'suid' values and an analysis asset called 'p2p' analysis. These two will sit in a space called 'Detour'.

→ Although not visible in the image we'll link the analysis to a purchase 'to-pay' data model prepared for training purposes.

Add sheet and choose components

As soon as you have created the analysis asset's you'll see the options to build the first analysis sheet. You can select what the out-of-the-box components such as the full screen process explorer or the conformance sheet or create your own combination of components on a sheet.

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.)

The performance and behaviour of surfactants poly electrolyte systems start with the underlying inter molecular interactions

By choosing ionic surfactant and pairing them with polyelectrolytic formulations can make use of hydrophobic electrostatic a combination of both interactions.

prepare a meal step on to a new playground or use a public rest room and chances are you'll encounter a plastic products made by polymer industries of board of sheets, play ground equipment and rest room partitions are long a few of the many opportunities of polymer industries wide long of products.

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

- 1) Discuss progress and engage in discussion of topics relevant to the operation and philosophical perspective of the office and functional area.
- 2) Carry out established activities and any additional responsibilities which are mutually agreed upon by the student and site supervisor.
- 3) Fulfill agreed upon time commitments
- 4) Conduct oneself in the responsible and professional manner.

Responsibilities of the site supervisor

The person responsible for the internship is considered the site supervisor. The site supervisor is responsible for evaluating the internship student.

① Spend approximately one hour with Internship report for each ten hours per week the student spends at the internship site.

2) As the internship experience progresses, this time should be spent reviewing the student's work process discussing any issues instructively to the work environment or other relevant topics the following list provides some suggestions for establishing an effective supervising relationship with the internship student.

- a) Respect the personal integrity for the Internship student.
- b) Accept the internship student both as a student and as a college.
- c) Establish and maintain student to express opinions and feel free to come by come by you to discuss problems friendly working relations with the internship student.
- d) Evaluate the internship student's work providing both encouragement and suggestions for improvement.

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.

Planning :-

Planning is to of the most important skill for project manager. It is about defining the goals of the organization. The manager should have vision and plan for the future further it includes two important.

- concept of managers
- objectives and importance of management
- management of science
- management of art
- management as profession
- management as function
- management as management theory
- skills of an effective manager
- Task and Responsibilities of professional values.
- Strengths - based leadership.

- Strategic planning
- Organisation culture imposition & creativity
- Basic financial literacy
- Leader a warrior & band leader.

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.,)

Improve our communication skills

- Listen
- Who you talking to matters
- Body language matters
- Brief yet precise
- Think before speaking
- Record yourself communication
- Maintain contact.
- prepare what you're going to
- check your message you hit send.
- Write things down.
- Some times it's better to pick the phone.
- Take it time to respond.
- Make you understand.
- Work on your body language.

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

How can we improve team work in the work place?

Clearly define a responsible for every team member build trust within the team encourage clear for sequent communication. Give teams outcomes in decision nothing be afraid to recognize team by names provide the team with learning opportunities.

Room yourself for 60 Take classifications required before hand. Always courage for and not look initiate the discussion if possible maintain eye contact while speaking. Be a good listener in group discussion speak well and alone maintain decorum.

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

Technological is changing the way organizations and their employees need to accomplish their work. Empirical evidence on this topic is the aim of this study is to provide an overview of the effects of technology development on work characteristics and to derive the implications for work demands and training.

A theoretical framework based on theories from these disciplines was developed and statements on the relationships between technology and work characteristics such as complexity and work characteristics meaning were derived. A systematic literature review was conducted by searching economics and educational science. Twenty-one studies met the inclusion criteria. Empirical evidence was extracted and its implications for work demands and training were derived by using a model that illustrates.



GPS Map Camera



Chintakunta, Andhra Pradesh, India

**68R5+32X, Chintakunta, Andhra Pradesh 518186,
India**

Lat 15.239998°

Long 78.30772°

10/10/22 11:32 AM GMT +05:30

Google

Student Self Evaluation of the Short-Term Internship

Student Name: Mahanandigari Lokesh Kumar Registration No: 20358041004

Term of Internship: From: To:

Date of Evaluation:

Organization Name & Address:

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

M. Lokesh Kumar

Date:

Signature of the Student



SVD Govt
Degree Coll
SVB



Chintakunta, Andhra Pradesh, India



28.48° C

68P3+CPJ, Chintakunta, Andhra Pradesh 518134, India



172° S

Lat N 15° 14' 10.51044"

Long E 78° 18' 14.78304"



38.0 μ T

11/10/22 10:42 AM

Evaluation by the Supervisor of the Intern Organization

Student Name: *M. Lokesh Kumar*

Registration No: *20358041004*

Term of Internship: From: To :

Date of Evaluation:

Organization Name & Address:

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]
Signature of the Supervisor

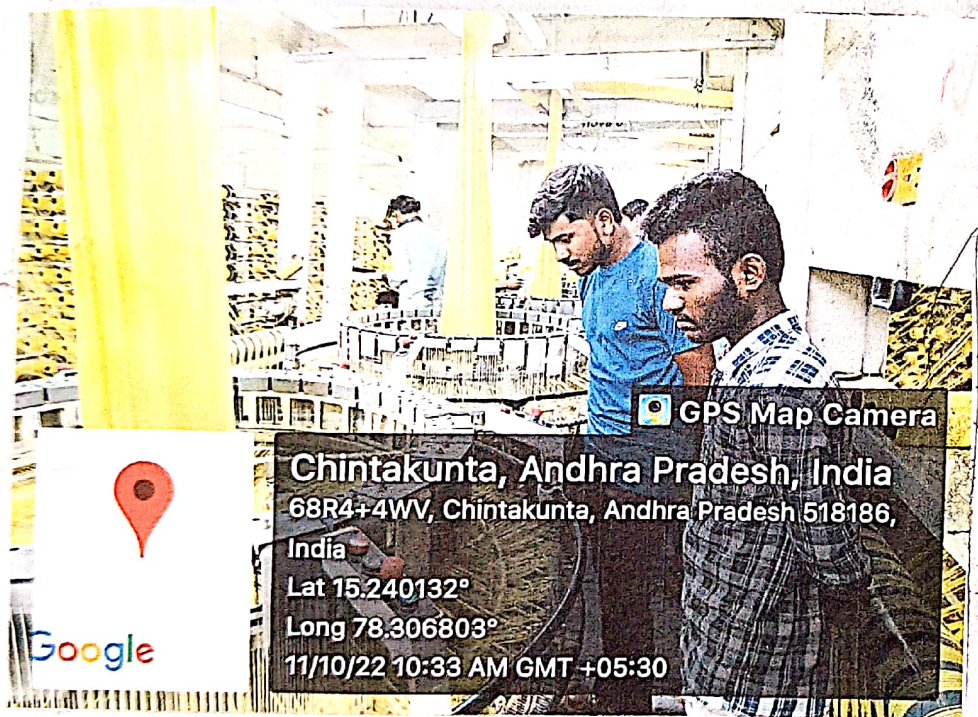


GPS Map Camera

Chintakunta, Andhra Pradesh, India
68R4+4WV, Chintakunta, Andhra Pradesh
518186, India
Lat 15.239994°
Long 78.307227°
11/10/22 10:41 AM GMT +05:30



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:
 - 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.

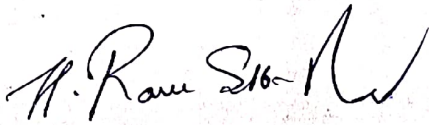
MARKS STATEMENT
(To be used by the Examiners)

INTERNAL ASSESSMENT STATEMENT

Name Of the Student: M. Lokesh Kumar
Programme of Study:
Year of Study: 2021 + 2022
Group: (BSC) B2C
Register No/H.T. No: 20358041004
Name of the College: S.V.B. Govt Degree College.
University: Dayalabeswa University.

SLNo	Evaluation Criterion	Maximum Marks	Marks Awarded
1.	Activity Log	25	10
2.	Internship Evaluation	50	46
3.	Oral Presentation	25	13
	GRAND TOTAL	100	69

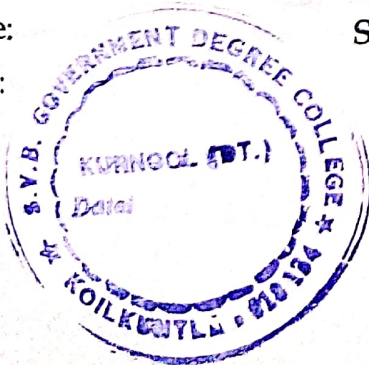
Date: 22/12/2022


Signature of the Faculty Guide

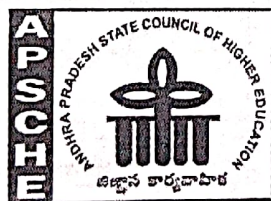
Certified by

Date:

Seal:




Signature of the Head of the Department/Principal
PRINCIPAL
S.V.B. GOVT. DEGREE COLLEGE
KOILKUNTALA, NANDYAL (Dt.)



ANDHRA PRADESH STATE COUNCIL OF HIGHER EDUCATION

(A Statutory Body of the Government of Andhra Pradesh)

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