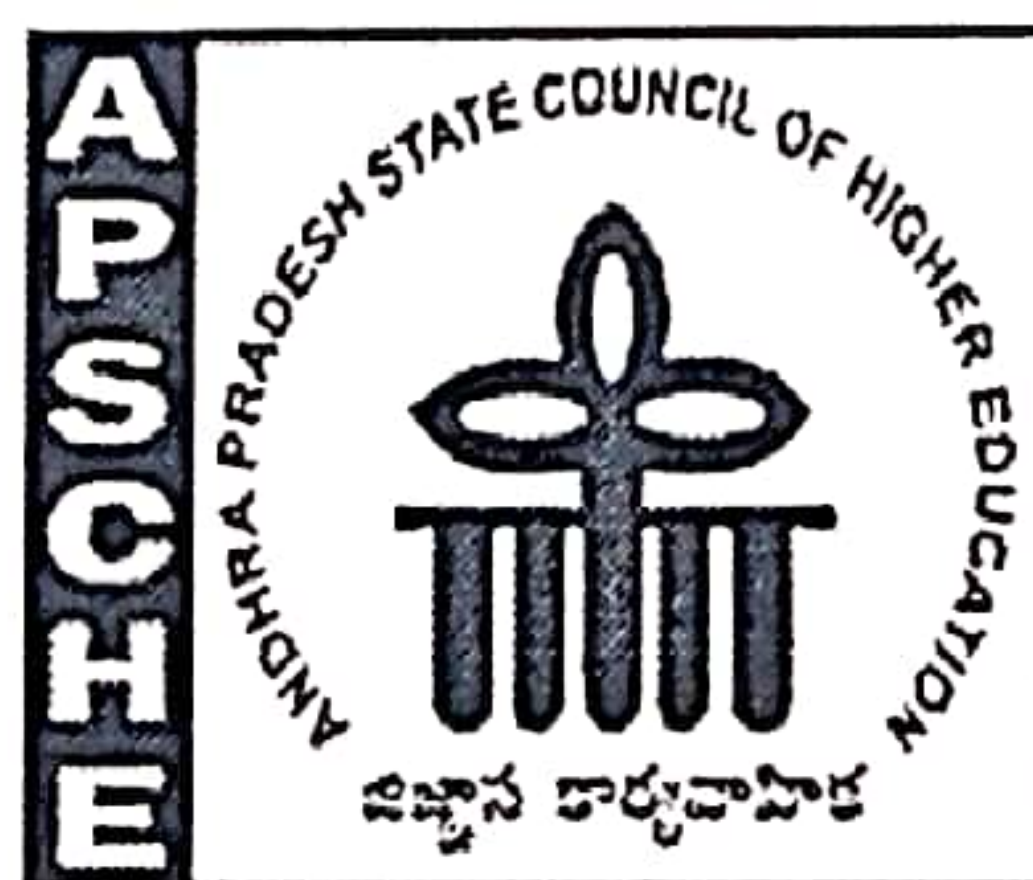


Model Program Book



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:

P. Mounika

Name of the College:

S.V.B Govt Degree College (KKL)

Registration Number:

20358041007

Period of Internship:

From: 01-09-22 To:

30-10-22

Name & Address of the Intern Organization

Sri Lakshmi polymers
factory

Rajalekshmi University
YEAR

An Internship Report on

Sri Lakshmi polymers

(Title of the Internship)

Submitted in accordance with the requirement for the degree of

B.Sc (Bzc)

Under the Faculty Guideship of

Dr. H. Ramasubha Reddy

(Name of the Faculty Guide)

Department of

Zoology

(Name of the College)

Submitted by:

P. Mounika

(Name of the Student)

Reg.No: 20358041007

Department of

S.V.B Govt Degree College [KKI]

(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

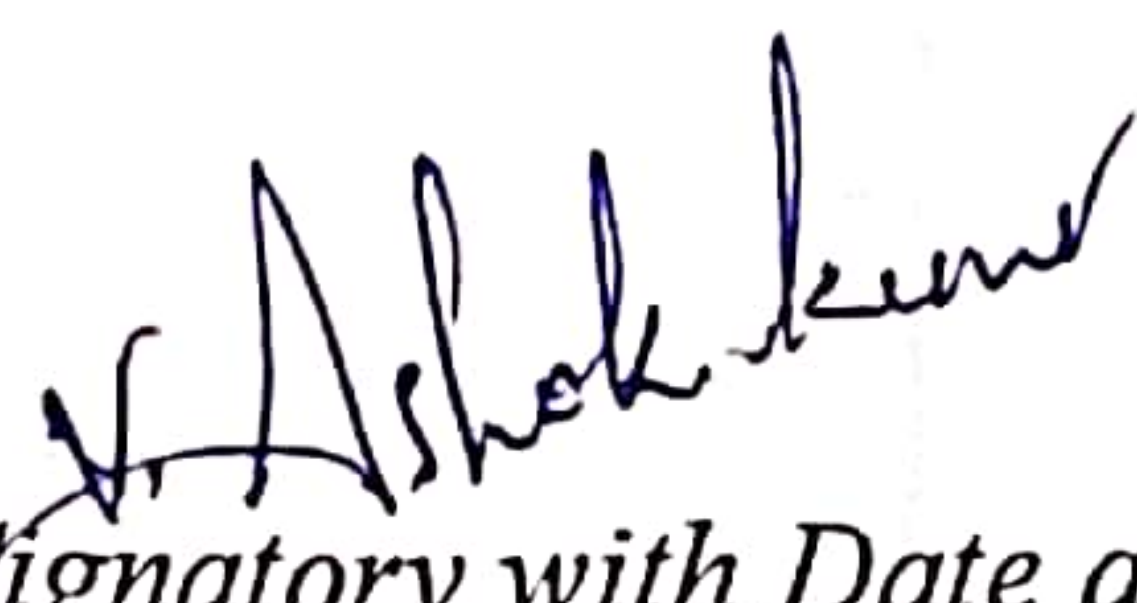
I, P. Mounika a student of Internship
Program, Reg. No. 20358041007 of the Department of Zoology
College do hereby declare that I have completed the mandatory internship
from 01-09 to 30-10 in Sri Lakshmi Polymers (Name of
the intern organization) under the Faculty Guideship of
Dr. H. Rama Subha Reddy (Name of the Faculty Guide), Department of
Zoology, S.V.B Govt Degree College (KKL)
(Name of the College)

P. Mounika 15/12/22
(Signature and Date)

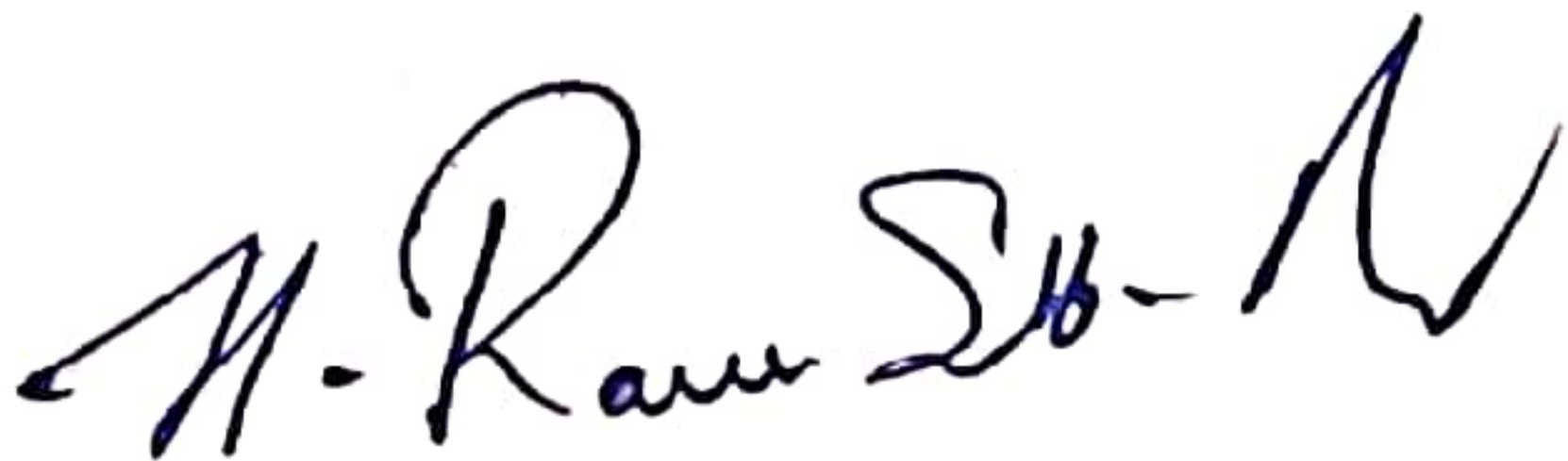
Official Certification

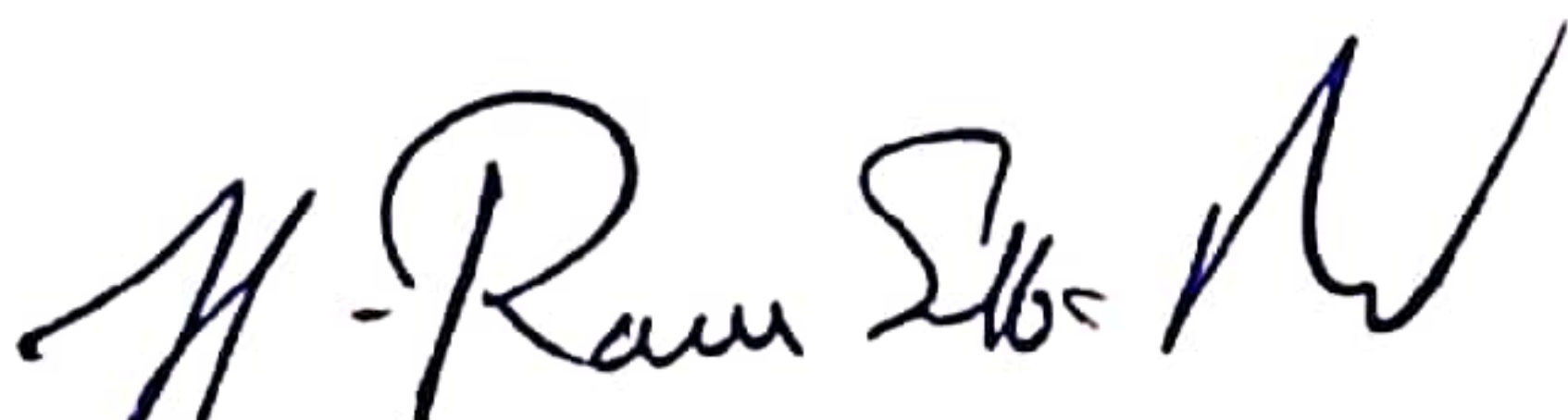
This is to certify that P. Mounika (Name of the student) Reg. No. 20350080007 has completed his/her Internship in Sri Lakshmi Polymers (Name of the Intern Organization) on Recycling the polythene ^{Corers} (Title of the Internship) under my supervision as a part of partial fulfillment of the requirement for the Degree of B.Sc. [BZC] in the Department of SVB Govt Degree (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 P. Maunika (Name of the intern)
Reg. No 20358041007 of S.V.B Govt Degree College (Name of the
College) underwent internship in Sri Lakshmi polymers (Name of the
Intern Organization) from 01-09-2022 to 30-10-22

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

D. Sholekur
Authorized Signatory with Date and Seal

Acknowledgements

Acknowledgements

In this Internship I would like to express Thanks to Rayalaseema University for giving this Opportunity for providing new projects.

I would also like to express my Special Thanks to giving his suggestions in the process and encouragement and advices to complete the Internship Successfully and also convey my gratitude to our College principal Sir especially for giving us this Opportunity to choose and projecting of us as the college and appreciating us as one and encourage us to make this internship as successful.

Also, I would like to inform you of the virtues of Polymer Factory manager. Because, their valuable time for us, Patiently answering all the questions, we asked and informed us about Recycling plant, and Polymer factory. I would like to thank to all my friends who were helped & given suggestions.

Contents

I. Executive Summary

1. A Para about the Report
2. Title of the Company
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II. Introduction of organisation of Company.

1. Introduction about Company
2. Scope of the industry./Company.
3. Mission, Vision, & Values of organisation
4. Roles & Responsibilities of the employees in which the intern is placed.
5. Performance, Future Plans of the organisations.

III. chapter 3. Internship Part

1. description of Activities
2. working Conditions. work schedule/Time.
3. process making, Equipments used for Recycling.

IV. Activity of the First week to Fifth week and weekly Report

V. Outcomes Description

1. Describe the work environment.
2. Managerial Skills, Technical skills, Abilities,

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.

My Internship was in polymers factory. When these factors combines with good workers relationship management and effective business development, the factory is expected to give considerable profits which are expected to grow over the years:

* It is established in the year 2006.

Sri Subramaniashwari polymers factory are a leading Manufacturing of a wide range of woven Rollsocks, polythene Bags, Covers.

* Recycling the waste Materials from polythene Covers. Such a waste is the Material which is Industrial activity it includes any material that is rendered useless during a Manufacturing process such as that a factories, mills and Mining Sectors.

* The Concept of waste materials involves the collection, removal, processing, and disposal of material considered waste. Reprocessing the material into useful products.

* The same piece of plastic can be recycled about 2-3 times before its quality decreases to the point where it can no longer be used.

* The products that we use daily goes through a process from being extruded being printing, laminated, & cut all the process paying specific attention to the reason behind the using. Thus enhanced my knowledge while exposing me to the unique process of making polybags.

* I enjoy working in an environment where the members of the team have a strong sense of mind camaraderie and a good work ethic. I like working with competent, kind people. I can trust my team members to always do their best because I do.

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.

A. Introduction of the Organisation:
Polymer-factory was established as a partnership firm in the year 2008. Sri Subramaneswara polymer are a leading Manufacturer of a wide range of woven Roll and polythene bag.
* Employees 1 to 500 peoples. Annual Turnover 50 lakhs. The Company of CEO - Sudheer Reddy G. which are used in Packing of cement fertilizer etc.

B. Vision:
To reduce the amount of waste materials by promoting individual & Corporate responsibility. To recover waste for its highest and best use while balancing states and services. waste materials to utilizing waste a new product.

Mission: Establishing Collaboration with the world level research and Industrial organisations

working in the field of Recycling Factor Technology.
* providing innovative and most advanced recycling technology to the world.

organisational structure. An organisation structure defines the how the factory runs. like machine working, Coordination, and supervisions. Recycling the materials are directed towards the achievement of organisation aims. It provides actions and Foundation on Procedures and daily routines such as designing, Functions Specialization of products etc. Rules, Roles, Objective, obligations those are handling the organisation structure.

* Performance of the organisation of turnover per 50 lakhs. highly quality materials. fixed rates and good workers quality machines. Recycling power plants Counting machines Rolling, Grinding Machines Those are applicable to organisation. High Market value.

* A strategic plan is a vision of our organisation future and the basic steps required to achieve that future. Recycling Reduces the amount of waste materials sent to land-fill and it will be associated with manufacturing New Materials Made from like plastics, Metals, glass paper, Cards, fabric and other materials from scratch. It will be useful / helpful to recycling the Materials in future. it means the industry looks like to grow.

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.

1. Description of Activities / Responsibilities:

Sri Subramaneshwara polymers factory Ltd. This organization comprises manufacturing the polythene covers. And Recycling the waste material into new products.

* This Organization is working to develop good quality of polymers.

* Responsibilities makes predefined instructions for behaviours, process decision making, problem solving and the control of resources.

Process of Recycling: Recycling is the process of making the used materials ready for consumer usage again. Recycling process is made of these three steps.

1. 'Collection & processing' Recycling materials gets collected from gathering spots, factories or recycling bins and get taken to recycling facilities. After the arrival of the materials they get sorted according

to their type & quality and the stuff that
Can't be recycled get disposed of in land
fills. Then the rest of the materials which
are available for the next steps continue the
re-manufacturing process.

2. Re-manufacturing:
The sorted materials get manufactured to
their new product form. This can either be
in the same use or recycled materials may
get a to a new type of use.

3. Sales & Reuse:

Lastly when they get to their form, they
get sold to producers as a crafting
resource or as a new product direct and
reach out its last destination, the Consumer.

Working Conditions:

May spend time indoors, especially Recycling
workers. Are often exposed to very hot and
very cold temperatures, depending on the weather.
Sometimes are exposed to loud or distracting
sounds and noise levels. Sometimes work in
very bright or dim lighting conditions.
* Hazardous equipment.

* Travel around the work site in a
Variety of equipment, Such as tractors,
lorries and Trucks.

* May work physically near other workers.

* usually work 40 hours a week.

* Morning at 7:00 am to evening 4:00 pm.

Tasks performed

* Learning about new things while job to

day activities

* scheduling is important because some tasks
have to be done at specific times.

* It is better to succeed at a few tasks
than to attempt and at many.

ACTIVITY LOG FOR THE ~~First~~ WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	We visited Sri Subrama-neshwara Polymers Factory in Kailakuntla.	We learned that plastic Bags are Made there.	D. Ashok Kumar
Day - 2	Counting the each bags and arranging 100 bags in each Bundle.	Learned to Separate the damaged Bags by Counting.	D. Ashok Kumar
Day - 3	Removing the More than 100 bags in a Bundle.	I Learned that each bag bundle should have only 100 Bags..	D. Ashok Kumar
Day - 4	We Separated not Sticked Bag from a Bundle through Counting.	I Learned to remove the Bags that is which are not Printed properly.	D. Ashok Kumar
Day - 5	We removed the Bags from a Bundle that were not stitched properly.	I noticed doubled stitching on Both sides of the Bags.	D. Ashok Kumar
Day - 6	When we Counting the Bags in a Bundle Those bags are Separated which was Marked.	We learned to notice that not to use Marked Bags.	D. Ashok Kumar

WEEKLY REPORT

WEEK - 1 (From DL. 6.7.22 to DL. 15.7.22)

Objective of the Activity Done:

Counting the plastic Bags

Detailed Report:

* First we visited Sri Subramanushwara polymers Factory. The Factory is very spacious. We are all together we observed the surroundings of the Factory. In Factory they have large Machines are in them. I learned that the factory has made the plastic bags. Around the surrounding they are big trees. The presence of green trees around the factory gives a very Pleasant Environment.

We have calculated the amount of production of Bags in factory. I arranged the Bags in a Bundle and each Bag Bundles have only hundred Bags. We removed the undamaged Bags from a Bundle. The undamaged Bags are recycled and produce a new Bags. The stitching on both sides in the Bags. I removed the unstitching Bags from a Bundle. When I counting the Bags in a Bundle Those Bags are separated which was not marked. This is how the Bags are counted.

ACTIVITY LOG FOR THE ~~Second~~ WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	Bags are Made from Piles of Thread	Learned how Plastic Bags are Made	<i>[Signature]</i>
Day -2	It is observed that the prepared Cores is wrapped around the roller.	It is done by Rolling the rail to the roller. It's find out how easily printing can be done.	<i>[Signature]</i>
Day -3	The Roller / roller wrapped ship is attached to the printing machine.	By attaching the roller to the printing machine. Printing is known to be faster.	<i>[Signature]</i>
Day -4	Printing is done. knowing which printing waxes to put on as per the Customer's request.	we know how to print the Bags.	<i>[Signature]</i>
Day -5	The printed bags are taken for stitching.	I noticed the stitching. when the Bags are double stitched on Both sides	<i>[Signature]</i>
Day -6	Packing the hundred bags are made into a Bundle and handed over to the Customer	It is known that the bags are sold to Consumers.	<i>[Signature]</i>

WEEKLY REPORT

WEEK - 2 (From Dt. 16-09-22 to Dt. 23-09-22)

Objective of the Activity Done: How to ^{make} polythene Bag from threads

Detailed Report:

In this Second week learn to know the Plastic Bags are making from a piles of Threads. By using Rolling machine its easy to print the Bags on the front sides. And the bags are made by Valuable thread like costly or by melting the granules. In this way the printing also very faster by waxing on a Bags. Through this printed bags are stitched on Both sides as a Normal. Removing the unstitched bags from a bundle. Again use it for a new products. And the printed bags are packing, and arranging in a each hundred by Bundle and hand over to Customers. Who are buying the Cores.

ACTIVITY LOG FOR THE THIRD WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	First observe the surroundings around the factory.	Due to this I know that there are waste materials in the surroundings.	D. Abdul Kurni
Day - 2	Collecting the waste Materials in front of the factory.	It is easy to find which Materials are used to Recycling.	D. Abdul Kurni
Day - 3	In the Process of winding the Threads into Bobbin collect the such a Waste Materials in that side.	I learned that the waste Material can be used for Recycling.	D. Abdul Kurni
Day - 4	Collect the Waste Materials in Back Side of the Factory.	Back side of the plastic wastage used for recycling.	D. Abdul Kurni
Day - 5	Collect plastic waste at each Mission	We learned that these plastic waste can be Used for Recycling.	D. Abdul Kurni
Day - 6	All the plastic wastages collected in this week and dumpend in to the Recyling plant.	We learned that recycling can produce polyprop- enes needed to Make new bags.	D. Abdul Kurni

WEEKLY REPORT

WEEK - 3 (From Dt. 24.7.22 to Dt. 01.10.22)

Objective of the Activity Done: Collecting waste materials from surroundings

Detailed Report:

In Recycling, collecting the waste material from surroundings in the factory. The process of recycling started from wastage products. I learn how recycled the old materials like quality of wastage materials because recycled by two to three it is best to reuse the materials not more than time. And finding which wastage is used for again reproduct.

By using Recycling machine we grinding the materials into small pieces. All the plastic wastages collecting from each mission. It can be recycled by polypropenes needed to make a new bags. In this way the third week completing the work of collecting a wastage.

ACTIVITY LOG FOR THE FORTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	The Collected waste material is taken to the Recycling plant in the Factory.	I learned that the waste Materials can be used recycling to Make New	D. Ashok Kumar
Day - 2	Collected waste Materials with the help of grinding Machine are Cut in to Small Pieces.	To know how much quantity of wastages taking in to grinding.	D. Ashok Kumar
Day - 3	The grinded Waste Material is transported to the Recycling plant with the help of a Pipe.	To know the wastage is Recycled by Grinding	D. Ashok Kumar
Day - 4	In the recycling plant the waste material is separated by the Incubator.	we observed non melting Material is removed from a Incubator	D. Ashok Kumar
Day - 5	The waste Material is dissolved by Boiling water to form Crystals Called Polypropylene.	In this process to know the quality of poly propylene.	D. Ashok Kumar
Day - 6	By recycling the old propylene Crystals to make new products in the factory.	learned how to recycle waste Materials.	D. Ashok Kumar

WEEKLY REPORT

WEEK - 4 (From Dt. 11-10-22 to Dt. 17-10-22)

Objective of the Activity Done:

process of Recycling.

Detailed Report:

* Collected the waste materials are transported to a Recycling plant. The waste materials which is transported to plant by making a small pieces with help of Grinding machine. Grinded pieces are sent to recycling plant with the help of pipes.

* In the Recycling plant waste material is dissolving by the Incubator. When the materials are separated by using Incubator. which are non melting wastage.

* The wastage is dissolved by boiling water to form crystals called polypropenes. By checking the quality of polypropenes to send the polymer factory to make a polythene Bags.

Like wise, The process of Recycling is a Repeating process by using wastage material and re used to new products.

ACTIVITY LOG FOR THE FIFTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	Polypropylene & some raw materials are Mix together and dissolved in Hot water.	I learned that the thread of Piles are formed By melting.	J. Adhikari
Day -2	The piles of Thread formed are wound in to bobbins with the help of worker.	I know that wrapping the piles of Thread around the Bobbins will not cause much waste.	J. Adhikari
Day -3	Adding the Bobbing to the round weaving Mission will Make a long Bags are Formed.	I learnt that the Weaving Mission Produce a new Bags through Bobins	J. Adhikari
Day -4	The long strand is Made in to large bundle with the help of rollers.	By doing Rolling Process when the printing is Can be easily done	J. Adhikari
Day -5	Bags are rolled in to large Strands and stitching on Both Sides, and Printed the Bags.	Learned how to to printing and how much quantity of size to cut the Bags.	J. Adhikari
Day -6	Finally the bags are Packe d & served to the Customers	Through I will know how the Bags are made in the factory.	J. Adhikari

WEEKLY REPORT

WEEK - 5 (From Dt. 18-10-22 to Dt. 25-10-22)

Objective of the Activity Done: How to Make a Bags in a factory.

Detailed Report:

Polypropylene and some raw materials are making a woven fabric which is used to Cement fertilizer, products etc. Making a bags from threads which are used to stand cores. By wrapping the Bobbing its not cause much wastage.

* By adding bobbins to the round weaving mission it will make large Bags are formed. Those long Bags are arranged in to a Bundles. It is a rolling process. By rolling when the bags are printing is can be easily done.

* In this way bags are rolled to make a standard size and stitching the bags on both side and removed the undamaged, unstitched from a Bundle. To check the quality of Bag its easy to cut the Bags while using printing.

* After printing Completing, the Bags are packed and served to the Customers

* In this week how bags are formed from factory. This is the objectives of a week.

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.)

Sri Subramanushwara polymers Factory is far away from the population and there is noise pollution. and greenary environment. we all visit the sri Subramanushwara polymers Factory in koilakuntla. we are all Consult the Factory manager suryanarayana reddy. to know about the factory and manufacturing process of polythene bags manager sir was also explained by very detailed manner. The Factory workers are also explain very well. The interaction of workers with us is also very good.

* Suryanarayana Reddy sir Value personality and duty to provide employment to people are so great. The workers working there are also according to ie From 10 am to 6pm. and play a prominent role in the proper management of the Factory.

* The Ladies workers working in the polymers Factory. were also very friendly and gave us an insight into the factory.

I noticed that the workers working there are also very skillfully and team work.

The premises set up by the polymer factory are very spacious with pleasant green trees and good ventilation.

* The road leading to the polymer factory is comfortable and has electric poles with lights to accommodate the shelter to the workers and mineral water facility.

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

Technical Skills

Technical skills vary enormously from industry to industry, but they essentially down to the skills and competencies needed to perform job-specific tasks, whether digital or physical. They're the practical skills to have acquired to do a internship successfully.

* The Nature of work is changing, and technology is playing a greater role in almost all professions. Yet even as more and more tasks become automated there's still enormous value in technical skills where tasks and goals are accomplished through a blend of machine & human power. I believe technical skills will become more valuable than ever.

* If I were an employee in any company I can do my work with efficiently, well doing work, Managing the staff members, or Solving Problems, work with a team members Making a Good Environment in a Around us. Making good Project and getting well Results.

* whatever your role, there will be skills and expertise - digital & physical that are particular to your industry.

* stands on experience like learn from others in our field. Perhaps through job shadowing or by working with a mentor.

Spending time with an expert is a great way to pick up practical and technical skills.

* Attending professional events that relevant to our working.

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.

Managerial Skills

Managerial skills are the knowledge and ability of the individuals in a managerial position to fulfil some specific management activities and tasks. This knowledge and ability can be learned and practiced. However, they also can be acquired through practical implementation of required activities and tasks.

- * planning on a career in the manufacturing of new products in industry this can be an excellent industry to enter because there is always work available in such an in-demand industry. there are many specialisms to consider and the work can be lucrative.
- * While being able to work as part of a team is vital in manufacturing it is important that you demonstrate the leadership skills.
- * This means that it need to be able to work well alongside others, be a team player and develop strong relationships with workers.

* There are many different areas of manufacturing and many various tasks that are carried out each day. It being flexible and both able and willing take on different tasks is a valuable skill that it can help to get ahead in this industry. Involving doing something different each day. It need to be able to embrace this way of working to thrive.

* Those who are managing the Time limit were so excellent managers can eliminate distractions and enlist support from colleagues to help accomplish their goals settings.

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

In this Internship I improve my communication skills like open and honest communication is the foundation of a successful team. This is true whether its face to face or virtually, as it help us build the interpersonal skills necessary for effective team work.

→ sharing the ideas points of view information and expertise helps to keep everyone informed and in the loop.

→ Developing Conversation skills is an important part of socialization.

→ Maintaining the Anxiety Management like keeping active, Reducing stress, doing activities you enjoy. Spending time outdoors in Nature find new positive ways to look at a situation that's making you anxious

* Being a good listener is one of the best ways to be a good Communicator.

* Active Listening involves paying close attention to what other person is saying, asking clarifying questions, and rephrasing what the person says to ensure understanding.

* It is important to be polite in all our workplace Communications.

* It is important to be confident in our interactions with others. Making eye contact and friendly tone. Be careful not to sound arrogant or aggressive. Be sure we always listening to and empathizing with the other person.

* Be open to listening to and understanding the other's point of view rather than simply getting your message across.

* Focusing on ways to learn from rather than punishing mistakes.

* extempore speech requires is a way to establish a more natural and friendly communication with the workers.

* To express your appreciation, sincerely and without the expectation of anything in return.

* We get to know so many things when we walk with people, appreciate them for making you learn something new. It will motivate the individual as well as improve your relationship with them.

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

- * I understand that group discussion is a type of discussion that involves people's sharing ideas, advices and activities.
- * Based on that idea everyone in the group represents his perspectives. Group discussion is a discussion's test the candidate's skills such as a communication skills, leadership qualities, team work, listening abilities, social skills, confidence, problem solving are developed in this internship.
- * working as a part of a team can be both rewarding and challenging.. with multiple set of skills and experience to draw on, a dedicated team makes it easier to overcome obstacles and hit targets..
- * This is true whether it's face to face or virtually as it helps us build the interpersonal skills necessary for effective team work.

* Management Skills Can be developed through learning and practical experience as a Manager. The skills help the Manager to relate with their fellow Co-workers and know how to deal well their Subordinates, which allows for the easy flow of activities in the organization.

* I was participated in few group discussion few in internship classes. Due to this discussion my Communication is better well if I compare previous days. I can observe the team work is more important for complete the any task.

I also observed that during the work process, we face many problems, but we can overcome to that.

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 progress refers to the discovery of new and improved methods of producing goods. Changing in technology leads to an increase in productivity of labour, capital and other factors of production. The process refers through which inputs are transformed into outputs.

* By turning plastic waste back into base chemicals and chemical feedstocks, chemical recycling processes have the potential to dramatically improve recycling rates & divert plastic from land-fill or incineration.

* Technological makes recycling services accessible and easy to use for residential, commercial and industrial waste generators. The two most common collection systems are door to door collection schemes, & waste drop-off systems. Door to door collection schemes typically have higher recovery rates & reduce contamination.

* It means the overall process of innovation, imitating, and diffusion of technology of products.

Student Self Evaluation of the Short-Term Internship

Student Name: P. Mounika	Registration No: 20358041007
Term of Internship: From: 1-09-2022 To: 30-10-2022	
Date of Evaluation: 18-10-22	
Organization Name & Address: Sri Lakshmi Polymers factory.	

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: **18 - 10 - 22**

P. Mounika
Signature of the Student

Evaluation by the Supervisor of the Intern Organization

Student Name: P. Mounika	Registration No: 20358041007
Term of Internship:	From: 01-09-2022 To: 30-10-2022
Date of Evaluation:	18-10-22
Organization Name & Address:	Sri Lakshmi Polymers factory
Name & Address of the Supervisor with Mobile Number	

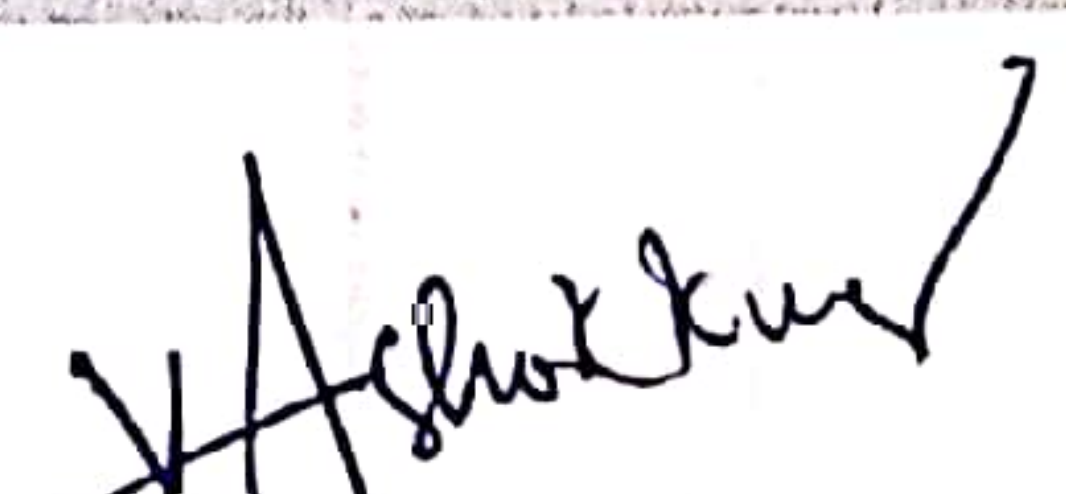
Please rate the student's performance in the following areas:

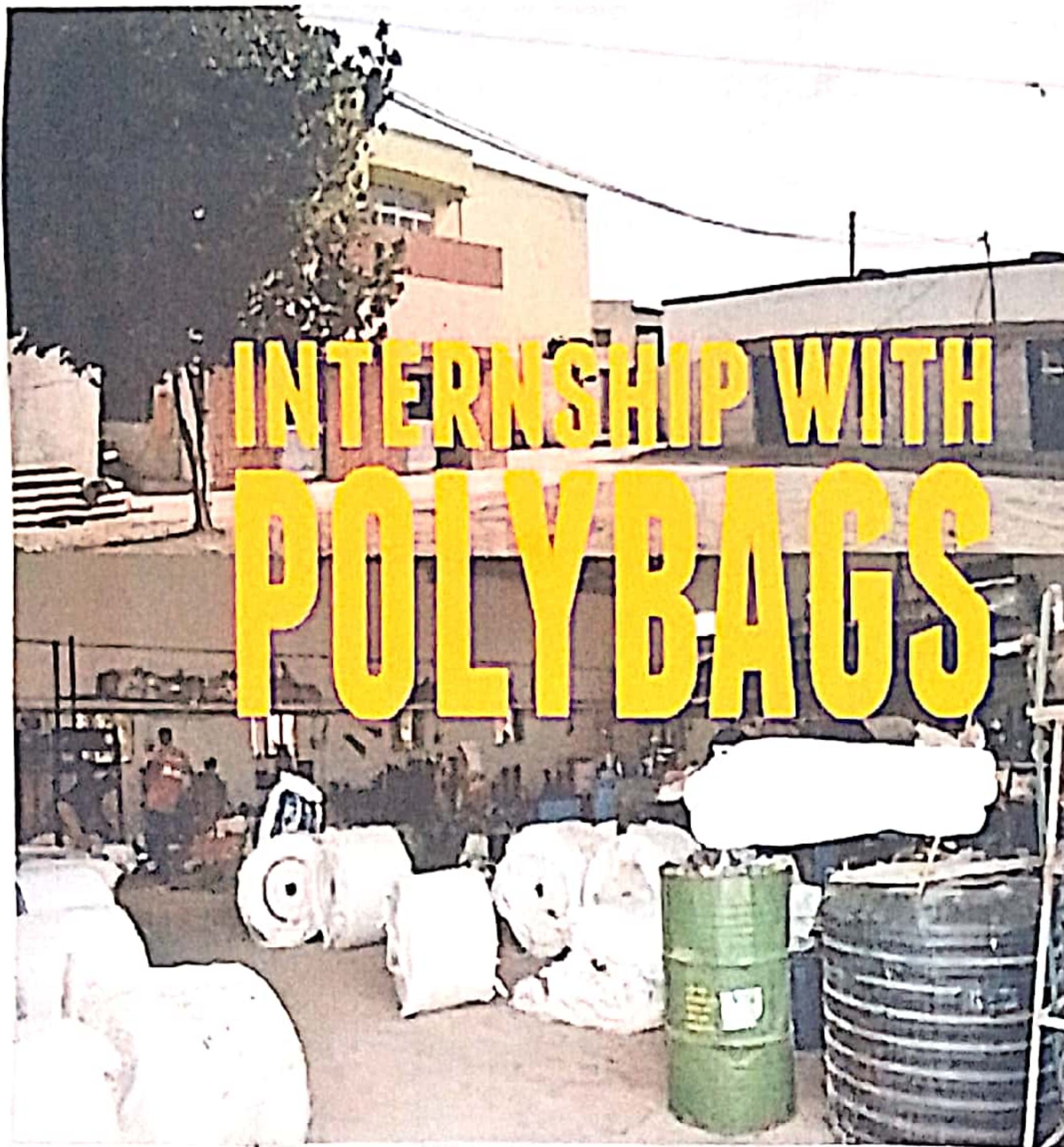
Please note that your evaluation shall be done independent of the Student's self-evaluation

Rating Scale: 1 is lowest and 5 is highest rank

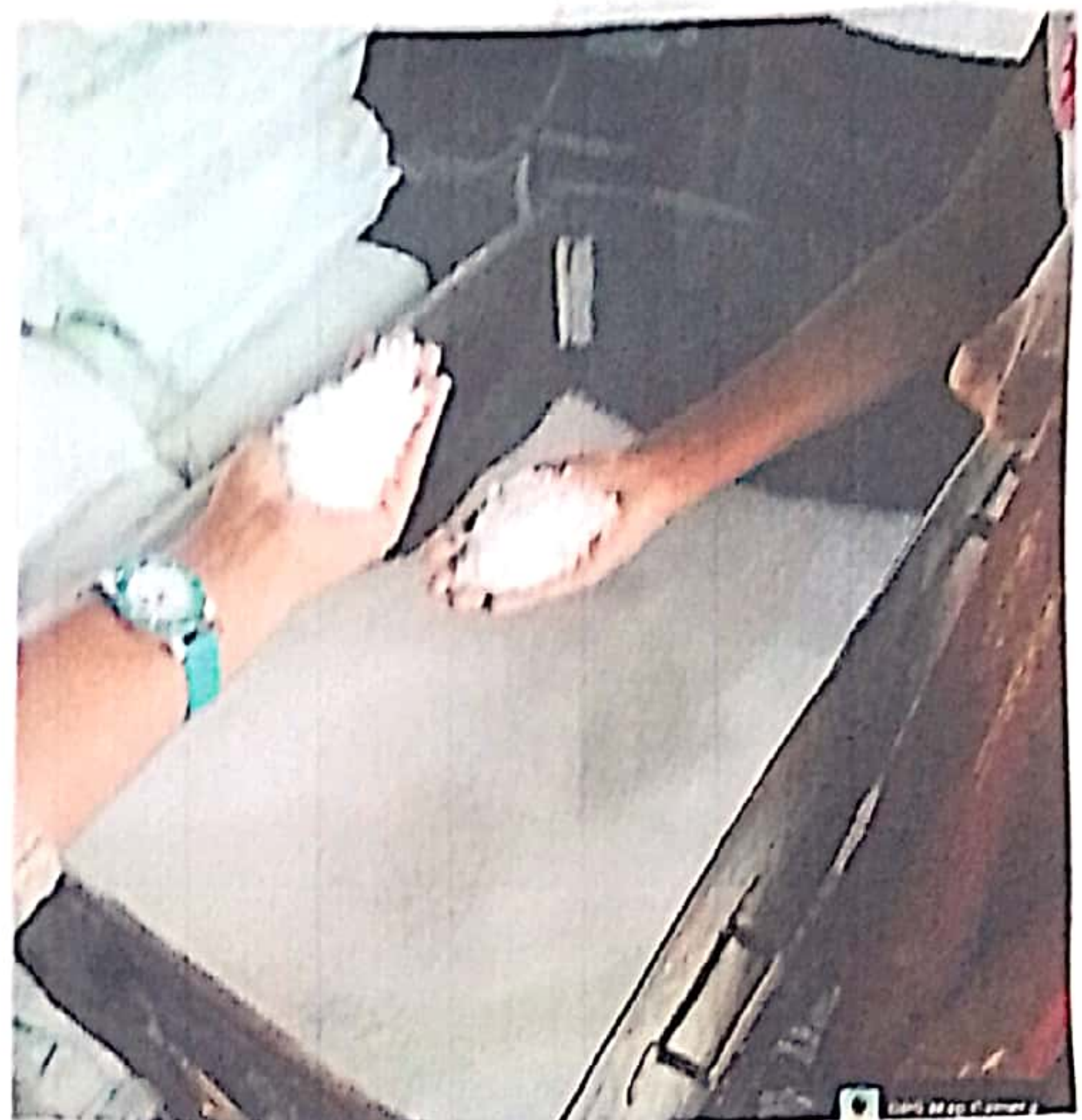
1	Oral communication	1	2	3	4	5
2	Written communication	1	2	3	4	5
3	Proactiveness	1	2	3	4	5
4	Interaction ability with community	1	2	3	4	5
5	Positive Attitude	1	2	3	4	5
6	Self-confidence	1	2	3	4	5
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13	Understanding the Community	1	2	3	4	5
14	Achievement of Desired Outcomes	1	2	3	4	5
15	OVERALL PERFORMANCE	1	2	3	4	5

Date: **18-10-22**


Signature of the Supervisor



PHOTOS & VIDEO LINKS



EVALUATION

Page No:

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)

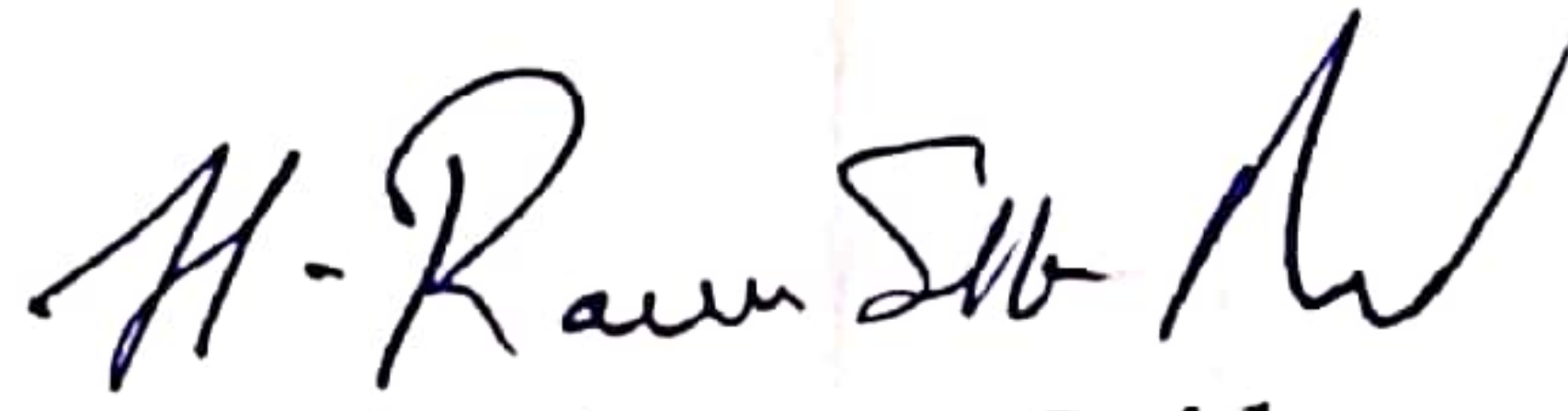
Page No:

INTERNAL ASSESSMENT STATEMENT

Name Of the Student: P. Mounika
 Programme of Study: B.Sc.
 Year of Study: 2021-22
 Group: BSc [B.ZC]
 Register No/H.T. No: 20358041007
 Name of the College: S.V.B GDC KKL
 University: Rayalaseema University

Sl.No	Evaluation Criterion	Maximum Marks	Marks Awarded
1.	Activity Log	25	15
2.	Internship Evaluation	50	44
3.	Oral Presentation	25	20
	GRAND TOTAL	100	79

Date: 22/12/2022


 Signature of the Faculty Guide

Certified by



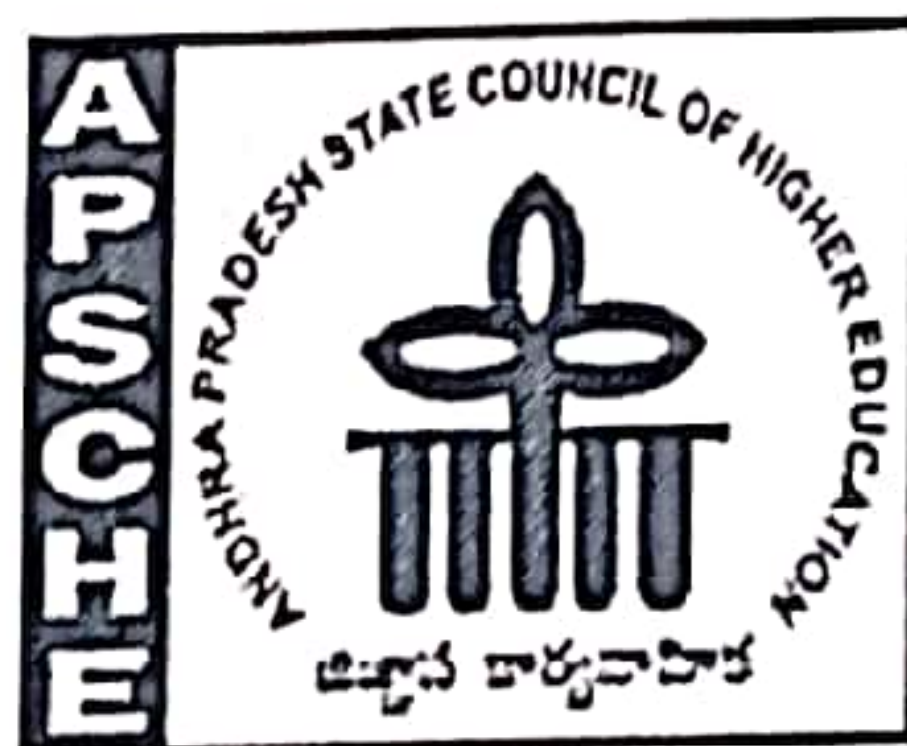
Signature of the Head of the Department/Principal

Date:

Seal:



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)

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

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

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