

Model Program Book



SEMESTER INTERNSHIP

Designed & Developed by



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

PROGRAMBOOKFOR
SEMESTERINTERNSHIP

Name of the Student:

Name of the College:

Registration Number:

Period of Internship:

From:

To:

Name & Address of the Intern Organization

YEAR

University

An Internship Report on

Long Term Internship

(Title of the Semester Internship

Program) Submitted in accordance with the requirement for the degree
B.com Computer Application
eof

D.K. Rajasekhar

Under the Faculty Guidance of

(Name of the Faculty Guide)

Commerce

Department of

(Name of the College)

S.V.B. Govt Degree College KKL

Submitted by:

(Name of the Student)

Reg.No: 2023 1041042

Department of Computer Application Commerce

S.V.B Govt Degree college KKL

(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 Semester internship either in V Semester or in VI Semester.
2. Every student should identify the organization for internship in consultation with the College Principal/the authorized person nominated by the Principal.
3. Report to the intern organization as per the schedule given by the College. You must make your own arrangements for transportation to reach the organization.
4. You should maintain punctuality in attending the internship. Daily attendance is compulsory.
5. You are expected to learn about the organization, policies, procedures, and processes by interacting with the people working in the organization and by consulting the supervisor attached to the interns.
6. While you are attending the internship, follow the rules and regulations of the intern organization.
7. While in the intern organization, always wear your College Identity Card.
8. If your College has a prescribed dress as uniform, wear the uniform daily, as you attend to your assigned duties.
9. You will be assigned a Faculty Guide from your College. He/She will be creating a WhatsApp group with your fellow interns. Post your daily activity done and/or any difficulty you encounter during the internship.
10. Identify five or more learning objectives in consultation with your Faculty Guide. These learning objectives can address:
 - a. Data and Information you are expected to collect about the organization and/or industry.
 - b. Job Skills you are expected to acquire.
 - c. Development of professional competencies that lead to future career success.
11. Practice professional communication skills with team members, co-interns, and your supervisor. This includes expressing thoughts and ideas effectively through oral, written, and non-verbal communication, and utilizing listening skills.
12. Be aware of the communication culture in your work environment. Follow up and communicate regularly with your supervisor to provide updates on your progress with work assignments.

13. Never be hesitant to ask questions to make sure you fully understand what you need to do your work and to contribute to the organization.
14. Be regular in filling up your Program Book. It shall be filled up in your own handwriting. Add additional sheets wherever necessary.
15. At the end of internship, you shall be evaluated by your Supervisor of the intern organization.
16. There shall also be evaluation at the end of the internship by the Faculty Guide and the Principal.
17. Do not meddle with the instruments/equipment you work with.
18. Ensure that you do not cause any disturbance to the regular activities of the intern organization.
19. Be cordial but not too intimate with the employees of the intern organization and your fellow interns.
20. You should understand that during the internship programme, you are the ambassador of your College, and your behavior during the internship program 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, Amel Sunita a student of Internship
Program, Reg.No. 20221041042 of the Department of Commerce SVB Govt Degree College
do hereby declare that I have completed the mandatory
internship from 12-04-2022 to 10-07-2022 in
Cy. Subramanian (Name of the intern organization) under the Faculty Guide ship
of
Dr. K. Rajasekhar (Name of the Faculty Guide), Department of
Commerce, SVB Govt Degree College EBL
(Name of the College)

Amel Sunita
(Signature & Date)


Official Certification

This is to certify that CA. Sujitha
20221041042 (Name of the student / Reg. No.)
has completed his / her Internship in
CA Subramaniam (Name) of the Intern Organization) on
Long Term Internship (Title of the Internship) under
my supervision as a part of partial fulfillment
of the requirement for the
Degree of Commerce in the Department of
S.V.B. Govt. College (Name of the College). Koilkuntla

This is accepted for evaluation.

(Signatory _____ and Seal)



Endorsements

Faculty Guide

[Signature]
2/8/23

Head of the Department

[Signature]

Principal

[Signature]
2/8/23

PRINCIPAL
S.V.B. GOVT. DEGREE COLLEGE
KOILKUNTLA, NANDYAL (DL)

Certificate from Intern Organization

This is to certify that C.A. Conitha (Name of the intern)
Reg. No. 20231041049 of C.V.R. Govt. Degree College F&L (Name of the
College) underwent internship in Eq. Chikamangalakota Polymers factory
(Name of the Intern Organization) from
12-04-2023 to 22-07-2023

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

Authorized Signatory, Date and Seal



Acknowledgements

Learning and Equating knowledge has no top and bounds. It is our experience that never goes exhausted the more you speak the better. It gets and the more. You it over down through the age.

Through these lines I would like to show my sincere gratitude to all fine individual and organization under whose guidance this project is possible.

I would like to devote my sincere thanks and gratitude to the branch head of Gopi Subramanyam Reddy Industry Kailkuntla, Mr. Subramanyam Reddy opportunity to Internship Training in one of the leading industries.

I would like also to show sincere gratitude to Venkateswara Reddy sir to providing me support and guidance and help me 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 light competitive policy environment industry with low entry barriers and limited product differentiation and weak bargaining power with suppliers and customers. Exerting pressure on margins the rating.

SCRA has assigned the long term rating of (CRP) pronounced (CRAB) to the Rs. 12.70 crore found for limits and Rs. 5.50 crore unallocated limits of Sri Sobanmanaswara Polymers (SSP)

The assigned rating is constrained by the small scale of operation of the firm in the highly competitive Polyurethane sector industry with low entry barriers and limited product differentiation and with bargaining power with suppliers and customers exerting margins. The rating is a factor in high sector and geographic concentration with company selling most of his products Telangana and Andhra Pradesh. Growth in revenue of CAGR of 23% over the Andhra Pradesh cost requires backed by increase in capital expenditure and sales volume.

CHAPTER 1: EXECUTIVE SUMMARY

The internship report shall have a brief 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.

The internship report gives on the work Employee I have generated as an inter the digital services development of Activity and month's community in report and development of a computer job description and local boards and analysis on the roles of digital marketing communication over Conditional machines.

Since it's inception in 2008 in Bangladesh duty has makes always conversion quantity service and now. It is one of in the country within a very short time. In this report I have injected about find and board they of monthly leaders so that I had too.

International and local boards and analysis on the roles of digital marketing communication over conversional ver marketing which is also a brand of my quality matter always been converting quality service and now it is one of the General and nominal Internship.

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 pplyment is established in year 2006 on a partnership firm. The main line of activity of the firm is manufacturing of 1 women which are used in the packing of cement fertiliser.

In 2006 the company was established with capacity of 35,00,000 sacks bags per month due to demand for the companies bag has gone into the expansion 2013 with capacity of 55,00,000 sacks bags per month.

Partners

Gopi reddy	Suryanarayana Reddy
Gopi reddy	venkata Kiran
Gopi reddy	Sethu Kumar Reddy

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.

Brain-forming idea about Element of handling project

- * J.C.B. Cog
- * mobile vacuum liter
- * core system
- * rubber corner for pulling arm
- * change the chocking
- * coricering stockings
- * soft tooth join by pulling arm

→ visited of samangth comment usage house in public following things

- * observe the overall comment house. There is also stock of bags each
- * Wake house is an thinks fight room no window.
- * where house is an air - tight room with no window
- * Around 12 bags in one stacking system in 50kg bag

Catalogry :

- * Bomb of stock changing - Alternate with in white and length wise management of comment bags in where house.

ACTIVITY LOG FOR THE FIRST WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day-1	Consulted to the head of the organization for the internship	Improved my Communication Skills	
Day-2	At per govt norms each degree student should complete internship isory day In this generated video	Improved my Communication Skills	
Day-3	In this regard they have granted permission for internship as product accident	Inter personal Skills	
Day-4	Know about the found or of the organization and its history and achievements	Learned how to collect information	
Day-5	Observation the runtime of organization in working hours.	Improved my observation.	
Day-6	Interacted with the employees about their work in the organization	Improved my communication skills.	

WEEKLYREPORT

WEEK-1 (FromDt.12-04-23 toDt.16-04-2023)

ObjectiveoftheActivityDone:

DetailedReport:

In week-1 firstly I introduced my self to the managers and employees and explained the purpose why I have come to industry

I have interacted with all the employees and co-workers in the organization and also known about their work in the organization

I learned about the history of the organization, achievement of organization in working hours - Introduced with the employees and also known about their work in the organization.

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 organization and vision & mission	Learned how to collect information	
Day-2	Observed the organization structure and collected information about it	Learned how to collect information	
Day-3	The manager shows how to understand the roles of product	Learned about various kinds of polymer bags	
Day-4	The manager shows how to understand the roles of product	Learned the product names	
Day-5	Manager briefly explained performance of the organization.	Learned the product names	
Day-6	Manager explained the roles and responsibility of employee.	Learned the roles & responsibility of employees	

WEEKLYREPORT

WEEK-2 (From Dt./21.01.2023 to Dt. 28.01.2023)

Objective of the Activity Done:

Detailed Report:

In this week I have collected information about the Organisation vision & mission

I have observed the organisation structure and collected information about it. They share the various types and companies polychrome bags

The manager share how to understand

The product and machinery name

Next the manager briefly explained

The performance of the organisation

manager explained the roles and responsibilities of the employees and intern of the company

ACTIVITY LOG FOR THE THIRD WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person in Charge / Signature
Day-1	I visit the Poly more industry & learn about the Equipment which are the Polymer bags product	I learned about the equipment	
Day-2	I learned Equipment names and how it work and how to control it	I learned how to work and control the equipment	
Day-3	I know about the procedure step by step from the begining	I learned the advantages & disadvantages of the equipment	
Day-4	Firstly the I learn how the waste plastic material converted in small plastic or resin.	I learned the produce of the organization.	
Day-5	I know about it the procedure step by step from the begin	I learned the process of conversion of waste plastic	
Day-6	I know about the firstly step the blown film Extrusion process.	I learned about the Blown film Extrusion process	

WEEKLYREPORT

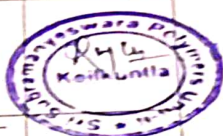
WEEK-3 (FromDt24.04.2023toDt.30.04.2023.)

ObjectiveoftheActivityDone:

DetailedReport:

This week I visited the Polymeric industry & known about the Equipment which are used for manufacturing of Polythene bags. I learned Equipment names and how it works and how operations are controlled it. I know about the procedure step by step from the beginning firstly I learn how the waste plastic material converted in small plastic or resin. I know about the first step. The Blowen film extrusion process.

ACTIVITY LOG FOR THE FORTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day-1	I learned how small plastic pellets or resin becomes molten and Plible.	learned the process of the molten	
Day-2	Today I have learnt about the raw material that go into making Equity bags.	learned about the procedure of making Equity bags.	
Day-3	I have learnt where the raw material come from.	learned about the raw making material's come from.	
Day-4	I have observed how the machinery work while changing granules into threads.	learned about the granules.	
Day-5	I have learn about the granules which are used raw material for the manufacture of Polytime bag.	learned the produce of granules changing into threads.	
Day-6	Today I have learnt how the inventory of the raw material receive from the supplier.	learned about the inventory system.	

WEEKLY REPORT
WEEK-4 (From Dec 04-2023 to Dec 05-2023)

Objective of the Activity Done:

Detailed Report:

In this week I learnt how small plastic pellets or resin become coarse and friable.

I have learnt about the materials that go into making quality bags. I have learnt where the raw materials come from. I have learnt about the granules which are used as raw materials for the manufacture of Polypropylene bag.

I have learnt how the inventory of the stock materials received from the suppliers.

ACTIVITY LOG FOR THE FIFTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day-1	Collected information about the organization and vision and maintained	learned how the accounts are maintained	
Day-2	I have learnt the uses and instructions and manufacturing	Learned uses of instructions of machinery	
Day-3	I have developed my communication skills by interacting with employees	learned how to interact with co-workers	
Day-4	Today have learnt how the synthetic threads are processed into bags for various purposes	Developed my communication & interacting skills	
Day-5	I have worked with my co-workers	learned about the synthetic threads are processed into bags	
Day-6	I know about the machinery used for polythene bags making	Learned about the machinery	

WEEKLYREPORT
WEEK-5 (From 01.05.2022 to 07.05.2022)

Objective of the Activity Done:

Detailed Report:

This week I learnt how the daily accounts are maintained. I have learnt the uses and interaction of machinery.

I have worked with my co-working and interns. I have developed my communication skills by interacting with employees.

I have learnt how the synthetic threads are processed into bags for various purposes. I know about the machinery used for polythene bags making.

ACTIVITY LOG FOR THE SIXTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day-1	I have also learnt that the bags manufactured at this organization are mainly supplied to cement manufacturers.	learned about the supplies of cement manufactures.	
Day-2	I know about the company names of cement manufactures.	learned about the company names.	
Day-3	I have learnt how to transform rolls of plastic into poly bags.	learned about the making poly bags from plastic rolls.	
Day-4	I learnt how the roll of plastic fed through of machine for proper length.	learned the transformation rolls of plastic into poly bags.	
Day-5	I have known about the step 02. Making poly Bags from plastic rolls.	Learned how to roll of plastic fed through a machine.	
Day-6	I know about the every equipment in do boiled.	Learned about the equipment.	

WEEKLYREPORT

WEEK-6 (FromDt.15.11.2021 to Dt.21.11.2021)

Objective of the Activity Done:

Detailed Report:

I have learnt that the bags manufactured at this organization are mainly supplied to cement manufacturers. I know about the company names of cement manufacturing.

I have known about the step of making play bags from plastic rolls. I learnt how to transform rolls of plastic into play bags.

I learnt how the roll of plastic fed through. I know about the every equipment in detail.

ACTIVITY LOG FOR THE SEVEN WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day-1	I know about the Bottom Seal Bag making machines	Learned about the bottom seal bag making machine	
Day-2	I learned how to operate Bottom Seal Bag making machine.	Learned how to operate	
Day-3	I learned how to operate Bottom seal Bag making machine	Learned about the machine clearly.	
Day-4	I know the about it clearly.	Learned about the advantages & uses of machine	
Day-5	I know about the advantages and uses of the bottom seal bag making machine.	Learned about the advantages & uses of machine	
Day-6	I know about the disadvantages of the bottom seal bag making machine	Learned about the disadvantages of machine.	

WEEKLYREPORT
WEEK-7 (FromDt.22.05.2023 ToDt.28.05.2023.)

ObjectiveoftheActivityDone:

DetailedReport:

I learn about the Botton Seal bag making machines I know how to operate Botton Seal Bag making machine I know about the machine clearly

I know about the advantages and use of Botton Seal Bag making machines.

I know about the disadvantages of the Botton Seal Bag making machine.

ACTIVITY LEARNING RECORD BOOK

Day & Date	Brief description of the activity	Learning Outcome	Person in Charge Signature
Day-1	I learn about each and every part of the machine	learned about every part of machine	
Day-2	I know about the Bottom Seal Bag making machine complete	learned about bottom seal bag making machine	
Day-3	I know about the side seal bag making machine	learned about the side seal bag making machine	
Day-4	I learn how to operate side seal bag making machines	learned how to operate the machine	
Day-5	I learnt how to operate side seal bag making machine	learned how to operate the machine	
Day-6	I know about side seal bag making machine	know about the bag making machine.	

WEEKLYREPORT

WEEK-8 (From Dt 29.05.2023 To Dt 04.06.2023.)

Objective of the Activity Done:

Detailed Report:

In this week, I learn about each and every part of the machine. I know about the Bottom Seal Bag making machine completely.

I know about the side seal Bag making machine completely.

I know about the side seal Bag making machine I learn't how to operate side seal Bag making mach.

I completely know about the side Seal Bag making machine.

ACTIVITY LOG FOR THE NINETHWEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge's signature
Day-1	Today I have operated side seal bag making machine.	learned how to operate side seal bag making machine.	
Day-2	Today I know about the advantages and uses of this side seal bag making machine.	learned the advantages of the side seal bag making machine.	
Day-3	Today I learnt about the disadvantages of the side seal bag making machine.	learned the disadvantages of the machine.	
Day-4	I learnt about each and every part of the machine.	learned about the every part in detail.	
Day-5	I know about the side seal bag making machine completely.	learned about the side seal bag making machine.	
Day-6	Today I have spent the bottom seal bag making machine.	learned how to operate the bottom seal bag making machine.	

WEEKLYREPORT

WEEK-9 (From DU 12.04.2023 To 16.04.2023)

Objective of the Activity Done:

Detailed Report:

This week I know about The self loop bag making machine

I learn't about uses and advantages of soft loop bag making machine And I learn about disadvantages of it I learn't how to operate the soft loop bag making machine

I have learn't more information of the soft loop bag making machine.

ACTIVITY LOG FOR THE TENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day-1	I know about The soft looping Bag making machine	learned about soft + loop bag making machine.	
Day-2	I know about The soft loop Bag making machine	learned about soft + loop bag making machine	
Day-3	I learnt about uses and advantages of soft loop Bag making machine	learned about uses & advantages of soft loop machine	
Day-4	Today I learnt how to operate the soft loop Bag making machine	learned how to operate machine	
Day-5	Today I learnt about disadvantages of soft loop Bag making machine	learned about disadvantages of soft loops bag machine	
Day-6	I have learnt how to operate the soft loop bag making machine	learned how to operate soft loop bag making machine.	

WEEKLYREPORT
WEEK-10 (FromDt: 2.2.2023 ToDt: 2.5.2023)

Objective of the Activity Done:

Detailed Report:

In the week I have operated the side seal bag making machine

I know about the advantages & disadvantages of it. and also know the uses of the side seal bag making machine

I learnt about each and every part of the machine

I know the side seal bag making machines completely.

I have operated the button seal bag making machine.

ACTIVITY LOG FOR THE ELEVENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day-1	We visited the collected information about the organization and mission	Improved my communication and understanding skills.	
Day-2	Observed the organization structure and collected information about it	Learned about organization and various and organization	
Day-3	They show the various kind of the good product clearly	I learned how many bags were there and names of it	
Day-4	The manager shows how to understand name the name of products	I learned the name of different brand names clearly	
Day-5	Manager briefly explain the performance of the organization.	Learned quality and regulation of the organization	
Day-6	The manager explains the role and responsibility of polythene	Learned about the bag manufacturing on a bag	

WEEKLY REPORT
WEEK-11 (From Dec 26 to Dec 31, 2023)

Objective of the Activity Done:

Detailed Report:

In this week we introduced
was see to them and explained the
purpose why are we welcome to their
industry organization and we interacted
with all the employees working in the
organization and introduced other well
we go communication with co-workers
and the for us how to work in the
Industry of Polymers Python Bag.

ACTIVITY LOG FOR THE TWELFTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day-1	Conferred to the head of the organization the inter chip	Improved my communication skills	
Day-2	Its per govt norms Assistant should complete internship in only organized internship program	Improved my inter communication skills	
Day-3	In this regard they have granted permission for product assistant	Intern personal skills	
Day-4	Know about the founder of the organization and its history achievements	Learned collect to data primary data history	
Day-5	Observe the running of organization in working have looks day	Improved my observation skills	
Day-6	Interacted the runtime of with observe confree and also know about their work in the product	Improved my communication skills	

WEEKLY REPORT
WEEK-12 (From Date 23.06.2023 to Date 29.06.2023)

Objective of the Activity Done:

Detailed Report:

This week we introduced ourselves to them and explained the purpose why we are come to their industry organization we interact with all the employees working in the design. We and introduced them in the other. They tell us how to communicate with the members and they tell us how I work in the industry of polymers with bags.

ACTIVITY LOG FOR THE THIRTEENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person in Charge Signature
Day-1	Collected the information about head of the organization for the internship	Improved my communication skills	
Day-2	As per govt norms each degree student should complete internship in non-fee organization. Internship industry	Improved to industry skill communication skills	
Day-3	They show the various kind of polymer products of polymers charity	I learned how many bags were their and names of it	
Day-4	The manager shows how to understand the names of product	I learned names of different bags of different brands clearly	
Day-5	manager briefly explain the performance of the organization	I learned rules and regulation of the organization	
Day-6	The manager explained the roles and responsibility of polymers bags	Learned about the bags monitoring learned up on organization.	

WORK REPORT

WORK 13 (Production 生产, 测试 测试, 使用 使用, 总结 总结)

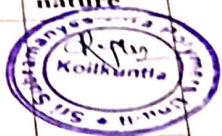
Objective of the Activity Done:

Detailed Report:

Selection view of the various employees
has a lot of options to filter or compare
compared to that you can do in the company
it in analysis charts it's worth noting
that the person creating the analysis for
Emergency

The case Explorer can also be used
for single case analysis and have enhanced
data group analysis for a no reference
conference validate each single case in
the data against the program model it
will check if the actual execution of a business
process as recorded in the event log conforms
to the model and vice versa the conference
check you can see how far away the
organization.

ACTIVITY LOG FOR THE FOURTEENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person in Charge Signature
Day-1	We visit the polymer industry and learn about its element	We learn how to run it	
Day-2	We know about the instrument names and how it works	We know the information of equipment	
Day-3	We know about the advantages and disadvantages of the equipment	We know about the model of it	
Day-4	We work with the co-worker	We know the skills leadership	
Day-5	We learn about the equipment and its use and instruction	Communication skills leadership	
Day-6	We develop the communication skills by the integration of knowledge	Socialization	

WEEKLYREPORT

WEEK-14 (From Dt. 01-07-2023 to Dt. 16-07-2023)

Objective of the Activity Done:

Detailed Report:

Create the analysis Asset

To get started we will create a package called build analysis on an analysis Asset called BP analysis. Although not visible in the image we link the analysis to a purchase to pay data model.

Add sheet and choose components

As soon as you have created the analysis assets you'll see the option to build the first analysis sheet you can select one of the out of box the full screen project explore over the components.

ACTIVITY LOG FOR THE FIFTEEN WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person in charge of the activity
Day-1	I know about the equipment used for the bag making	I know about the equipment	
Day-2	I know about the bottom coat bag making machine	I know about the bottom coat bag making	
Day-3	I know about the side coat bag making and how to operate	I know about advantages and disadvantages	
Day-4	I know about the side coat bag making machine and how to operate	I know about the side coat bag making	
Day-5	I know about the side coat bag making machine	I know how to operate the equipment	
Day-6	I know about the side coat bag making machine	I know how to handle the side coat bag making machine	

WEEKLY REPORT

WEEK-15 (From 17th 09/2023 to 23rd 09/2023)

Objective of the Activity Done:

Detailed Report:

In this week, I have learned about the correct use of equipment which are used in the industry organization. Every machine has its own different feature and every day to open I have learned about the bottom seal bag making machine and how to use seal bag bottom seal bag making machine and how to operate side seal bag making machine. This machine is used to stitch sides of the bags and separate the damaged bags automatically.

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.)

→ Investing

- * The performance and behaviour of surfactant polymer system start with the underlying intermolecular interactions.
- * By choosing ionic surfactants and passing them polyethylene glycol formation can make case to hydrophobic electric a combination of both interaction.
- Propose a meal step on to a new play ground or use a public rest room and chance are you'll encounter a plastic product made for by polymer industries of of larger Alabama counting board sheets play ground equipment and rest room application of polymers industries wide range of products.

Products prepare a meal step on to a new play ground are use a public system and chance are get will encounter a plastic product made any polymer industry of Alabama cutting board sheets positions are having a term of may application of polymer industry wide range of products

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

- ✱ Discusses properly and enjoy in a evaluation of topic relevant to the operation and physical production of the efforts and function area in general responsibilities
- ✱ full fill agreed upon time communicate.
- ✱ context oneself in responsible and professional manner
- ✱ Discuss concerns with site supervisor being to air safety if the objectives for the internship are not being met if the supervision being secured into achieved is in doubt.
- ✱ The person responsibilities for the internship in the considered the site supervisor the site supervisor is responsible for evaluating the internship student.
- ✱ spend minimum of hour with internship for each 100 hours requires the student spends at internship.
- ✱ Report the personal integrity for the internship student.

Describe the managerial skills you have acquired (in terms of planning, leadership, teamwork, behaviour, workmanship, productive use of time, weekly improvement in competencies, goal setting, decision making, performance analysis, etc).

Planning → planning is the most important short term

Project manager it is always defining the goals of the operation. The manager should have division and multiple on for the future. it include 5 key important.

- * Concept of management
- * Objective and importance of management
- * management as science
- * management as art
- * management as function
- * management models
- * management theory
- * skills of an effective manager
- * strength planning
- * Task and responsibilities of professional
- * Value strategy planning
- * Organizational culture innovation & creativity
- * Fiscal financial literacy
- * Fetter a bloom of boundaries.

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 under stood 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 :-

- ~~1~~ Listen
 - ~~2~~ Read
 - ~~3~~ Large matters
 - ~~4~~ who goes to reading matters
 - ~~5~~ Give your profile
 - ~~6~~ Think before speak very
 - ~~7~~ prepare when you're going to apply and long on matters.
 - ~~8~~ Record your self communicating
 - ~~9~~ Check your message loop you hit sent
 - ~~10~~ Write anything down
 - ~~11~~ Record you listen
 - ~~12~~ Take you listen
 - ~~13~~ Take time to respond
 - ~~14~~ make sure you understand
 - ~~15~~ Write on your best language.
- Case are communicating any time are transfer information from one place to another via voice
- learn in words

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

- ~~Q~~ How can we improve team work in the work place.
- ~~a~~ Build trust with in the team
- ~~a~~ encourage clear & frequent communication
- ~~a~~ Don't be avoid to reorganize team
- ~~a~~ provide the team with learning opportuniting.

Group

— Always agree and not litigate the decision if possible maintain contact while speaking you in group discussion on road maintenance.

Training

Technologies is changing the way organization and their employer need to competition their work and evidence. The mostly is private on every view of the be change development or work.

— Although students can gain many of the ^{various} devices below informal social interaction they receive benefit from having them made & expect.

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

Technologies is changing way organization and their employee need to accomission their work. Empirical Evidence on this topic, is sente Team of this study is development can work charac forciay to device the implement.

Technical from work base can there is these disipienes was develop and start Elements on the relational ship between technology and work charact such go meaning features and of conducted by data Society Economic and Education science.

One studies me line intraction Oriental employ for work data And Event driven by using a model that me.

Student Self Evaluation of the Short-Term Internship

Student Name: <u>A. Gunitha</u>	Registration No: <u>20231041042</u>
Term of Internship: From: <u>12-04-2023</u> To: <u>22-04-2023</u>	
Date of Evaluation:	
Organization Name & Address: <u>Sri Subramanyaswara Polymer factory</u> <u>Kailkuntla.</u>	

Please rate your performance in the following areas:

Rating Scale: Letter grade of CGPA calculation to be provided

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

Date:


 Signature of the Student
 Kailkuntla

Evaluation by the Supervisor of the Intern Organization

Student Name: A. Sunita Registration No: 20231041042
 Term of Internship: From: 11-04-2023 To: 22-07-2023
 Date of Evaluation:
 Organization Name & Address: Si Sobhara Deswara Polymer - factory Kolkuntla
 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

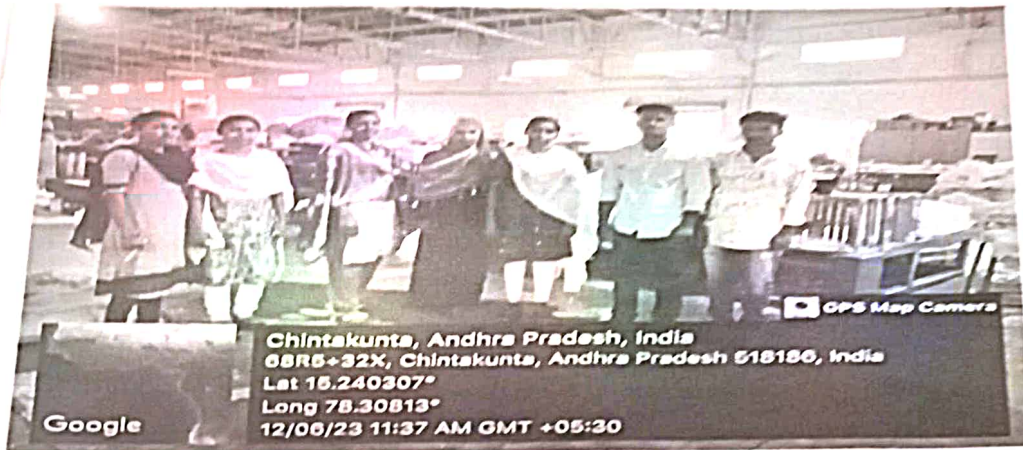
	1	2	3	4	5
1 Oral communication	1	2	3	4	5
2 Written communication	1	2	3	4	5
3 Proactiveness	1	2	3	4	5
4 Interaction ability with community	1	2	3	4	5
5 Positive Attitude	1	2	3	4	5
6 Self-confidence	1	2	3	4	5
7 Ability to learn	1	2	3	4	5
8 Work Plan and organization	1	2	3	4	5
9 Professionalism	1	2	3	4	5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

Date:

Signature of the Supervisor



PHOTOS&VIDEOLINKS



10:57 am

EVALUATION

Internal&ExternalEvaluationforSemesterInternship

Objectives:

- Explore career alternatives prior to graduation.
- To assess interests and abilities in the field of study.
- To develop communication, interpersonal and other critical skills in the future job.
- To acquire additional skills required for the world of work.
- To acquire employment contacts leading directly to a full-time job following graduation from college.

Assessment Model:

- There shall be both internal evaluation and external evaluation
- The Faculty Guide assigned is in-charge of the learning activities of the students and for the comprehensive and continuous assessment of the students.
- The assessment is to be conducted for 200 marks. Internal Evaluation for 50 marks and External Evaluation for 150 marks
- The number of credits assigned is 12. Later the marks shall be converted into grades and grade points to include finally in the SGPA and CGPA.
- The weightings for Internal Evaluations shall be:
 - Activity Log 10 marks
 - Internship Evaluation 30 marks
 - Oral Presentation 10 marks
- The weightings for External Evaluations shall be:
 - Internship Evaluation 100 marks
 - Viva-Voce 50 marks
- The External Evaluations shall be conducted by an Evaluation Committee comprising of the Principal, Faculty Guide, Internal Expert and External Expert nominated by the affiliating University. The Evaluation Committee shall also consider the grading given by the Supervisor of the Intern Organization.
- Activity Log is the record of the day-to-day activities. The Activity Log is assessed on an individual basis, thus allowing for individual members within group 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)

INTERNALASSESSMENTSTATEMENT

NameOftheStudent: P et - Sunitha
 rogramme of long-term Internship
 Study: Year of Study: 2022-2023
 Group: B.COM
 RegisterNo/H.T.No: 20221041042
 Name of the S.V.R. Govt Degree College Kollkunthla
 College: University: Rajawadea University

Sl.No	EvaluationCriterion	Maximum Marks	Marks Awarded
1.	ActivityLog	10	5
2.	InternshipEvaluation	30	25
3.	OralPresentation	10	5
	GRANDTOTAL	50	35

Date:

[Signature]
 Signature of the Faculty Guide

EXTERNALASSESSMENTSTATEMENT

NameOftheStudent: P SA. Sunita
 Programme of Long Term Internship
 Study: Year of Study: 2020-2023
 Group: B.com (Computer Application)
 Register No/H.T.No: 20231041042
 Name of the College: University: S.V.B. Govt Degree College KFI
Rayala Seema University.

SLNo	EvaluationCriterion	Maximum Marks	Marks Awarded
1.	InternshipEvaluation	80	60
2.	For the grading giving by the Supervisor of the Intern Organization	20	10
3.	Viva-Voce	50	30
	TOTAL	150	100
GRAND TOTAL (EXT. 50M + INT. 100M)		200	135

Signature of the Faculty Guide

[Signature]

Signature of the Internal Expert

H. Ram Sub. Reddy

Signature of the External Expert

[Signature]

Signature of the Principal with Seal

H. Ram Sub. Reddy
2/4/23
[Signature]

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
www.apsche.ap.gov.in
