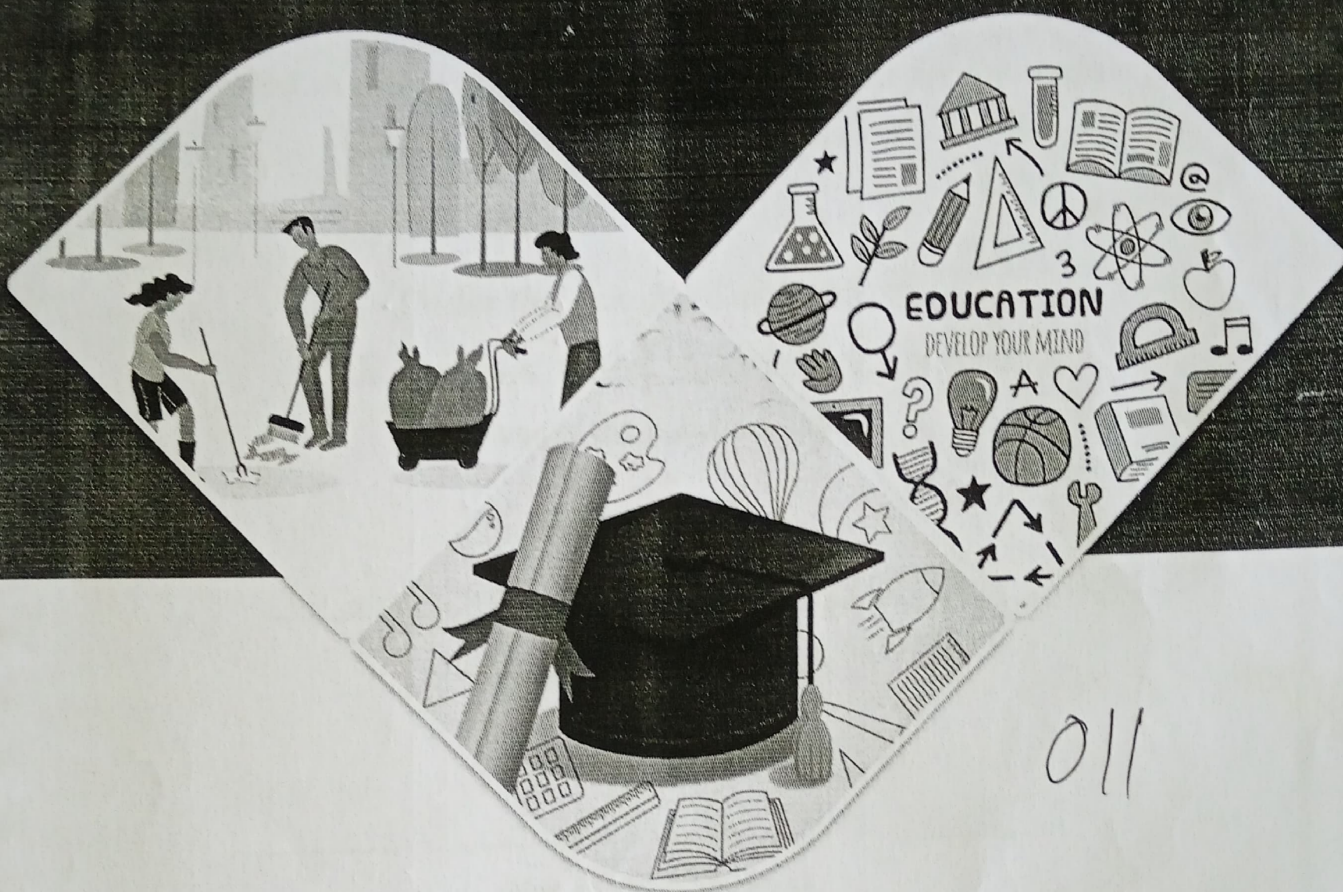


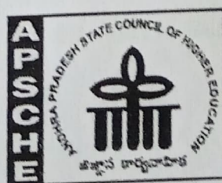
Model Program Book



SEMESTER INTERNSHIP

2023/04/01

Designed & Developed by



**ANDHRA PRADESH
STATE COUNCIL OF HIGHER EDUCATION**

(A STATUTORY BODY OF GOVERNMENT OF ANDHRA PRADESH)

An Internship Report on

(Recycling of polymer waste material)

(Title of the Semester Internship Program)

Submitted in accordance with the requirement for the degree of
B.com computer Application

Under the Faculty Guideship of

S. U. VENILATESWARA REDDY

(Name of the Faculty Guide)

Department of

Commerce of S.V.B Govt Degree college

(Name of the College)

Submitted by:

~~XXXXXXXXXX~~ B. Deva Raja

(Name of the Student)

Reg.No: 20231041011

Department of Commerce of degree college

S.V.B Govt. degree college

(Name of the College)

Program Book for
SEMESTER INTERNSHIP

Name of the student : B. Deva Raju

Name of the college : S.V.B Govt Degree College

Registration number : 20231041011

Period of internship :

From: 17/11/2022 TO: 4/3/2023

Name of Address of the Intern organization

Rayalaseema University
YEAR

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 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

B. Deva Raju

I, B. Deva Raju a student of B.Com

Program, Reg. No. 2023/0410 of the Department of commerce S.V.B.G Degree

College do hereby declare that I have completed the mandatory internship

from 17/09/22 to 04/03/2023 in Subramaneswarar Polytechnic (Name of

the intern organization) under the Faculty Guideship of
Sri. Venkateswarar Reddy Sir (Name of the Faculty Guide), Department of

commerce, SVB Govt. Degree college

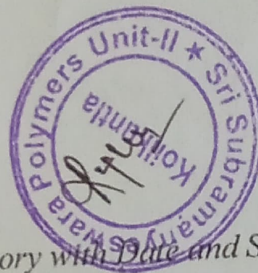
(Name of the College)

B. Deva Raju
(Signature and Date)

Official Certification

This is to certify that B. Deva Raju (Name of the student) Reg. No. 20231041041 has completed his/her Internship in Sri Subramanya Swamy (Name of the Intern Organization) on Recycling of Polymer waste material (Title of the Internship) under my supervision as a part of partial fulfillment of the requirement for the Degree of 30/10/22 B.com in the Department of S.Y.B. Govt degree college (Name of the College).
K.S. Satisfactory

This is accepted for evaluation.



(Signatory with Date and Seal)

Endorsements

[Signature]
Faculty Guide

[Signature]
Head of the Department

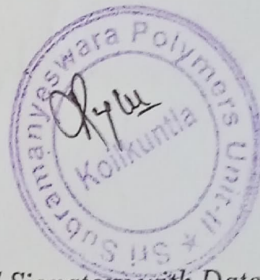
Principal

[Signature]

Certificate from Intern Organization

This is to certify that B. Deva Raja (Name of the intern)
Reg. No 20231041011 of SVB Giridurg College (Name of the
College) underwent internship in Sri Subramanyaswara Poly (Name of the
Intern Organization) from 17/09/22 to 04/10/2023

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



Authorized Signatory with Date and Seal

I express my heartiest gratitude to Sri Subramaneswara Polymers Kailakunta for giving me an opportunity to complete my internship programme where I got to learn many things about the maintaining of polythene bags.

I would like to express my special thanks to my mentor, Lecturer in English for his guidance and support in my internship programme.

I would like to extend my gratitude to Mr. J. V. V. Kesava Rao Principal S.V.B Govt Degree College Kailakunta for providing me all the facilities to complete my internship successfully.

E. diga Anjali

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 stresses on the work experience I have gathered as an intern in the digital services department of agency & market communications started from December.

The report I mainly have incorporated my experience at agency & market especially campaign management research and development works etc where I also have provided details about my 3 months work experience at osm along with a comprehensive job description where I had to work with different international marketing which is also a blend of my communications over conventional which is also a blend of my communication.

CHAPTER 2: OVERVIEW OF THE ORGANIZATION

Suggestive contents

- A. Introduction of the Organization
- B. Vision, Mission, and Values of the Organization
- C. Policy of the Organization, in relation to the intern role
- D. Organizational Structure
- E. Roles and responsibilities of the employees in which the intern is placed.
- F. Performance of the Organization in terms of turnover, profits, market reach and market value.
- G. Future Plans of the Organization.

Introduction of the organization :-

Sri Subramanyeswara Polymers was established in year 2006 as a partnership firm the main line of activity of the firm in manufacturing of pp woven sockets which are used in packing of cement fertilizer starch etc,

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

We work with motive that there must be development of both organisation as well as the members of the organisation by providing them several of development opportunities

Build higher quality of bags improve customers

relation and loyalty continually strive to enhance customer satisfaction

The company has the three basic values:
Teamwork learning and innovation energy and Passion.

c) Policy of organization in relation with the intern role?

An organization policy is a configuration of restrictions you as the organization Policy Administrator define an organization policy and you set that organization policy on organization folders and projects, in order to enforce the restrictions on that resource and its descendants

An intern is a trainee who was signed on with an organization for a brief period. An intern's goal is to gain work experience

d) organizational structure:

An organizational structure defines how activities such as task allocation, coordination and supervision are performed within an organization. The three main organizational structures are

1) Hierarchical 2) Sequential and 3) Matrix

E) Roles & Responsibilities of the employee in which intern is placed

You will start to assist and contribute more to the team. Here are some roles & responsibilities

performing clerical duties creating Powerpoint presentation designing creativities researching trend and the like

F) Performance of the organization in terms of turn over profits market reach and market value:

The relationship of selling price to costs, the size of output the efficiency of production, progressiveness in techniques and product, and so forth to gain profit there are ways like social media advertise create a website utilize Google Awards

G) Future plans of the organization.

Subramaneswara Polymers are expecting to grow by 15% in next 3 years

Subramaneswara Polymers can have a growth in increasing the product varieties.

CHAPTER 3: INTERNSHIP PART

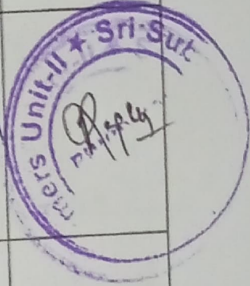
Description of the Activities/Responsibilities in the Intern Organization during Internship, which shall include - details of working conditions, weekly work schedule, equipment used, and tasks performed. This part could end by reflecting on what kind of skills the intern acquired.

The activities of this organisation are manufacturing Polythene bags intern assist the company with tasks set out by various teams such as research data capturing and working closely with different team members to learn more about the company. A polymer is first converted to a liquid through melting or dissolution and the liquid is then continuously forced through a spinnerette to form filaments. Most polymeric fibers are semi-crystalline & if the polymer forms a stable melt the process is called melt spinning.

There are 4 variants of such equipment semi-automatic soft loop handle bag making machine, automatic soft loop handle bag making machine and patch handle bag machine.

The skills acquired through internship are planning, prioritizing, decision making, problem solving and verbal communication.

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 organisation for the internship	Improved my communication skills	
Day - 2	As per govt norms each degree student should complete internship in any org on this regard we have requested permission from the	Improved my communication skills	
Day - 3	In this regard they have granted permission for internship as a product assistant	Interpersonal skills	
Day - 4	know about the founder of the organisation and its history and achievements	Learned how to collect data (primary data history)	
Day - 5	observed the routine of organisation in working hours	Improved my observation skills	
Day - 6	Interacted with the employees and also know about their work in the organisation,	Improved my communication skills	

WEEKLY REPORT
WEEK - 1 (From Dt. 17/11/22 to Dt. 25/11/22)

Objective of the Activity Done:

Detailed Report:

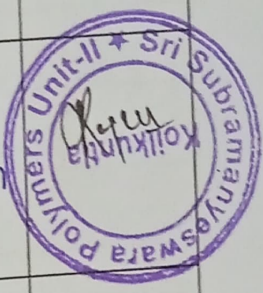
In week - 1 firstly I introduced myself to the managers and employees and explained the purpose why I have come to industry

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

I learned about the history of the organisation and the founder of the company Achievements of the organisation

I observed the routine of organisation in working hours interacted with the employees and also known about their work in the organisation

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	
Day - 2	observed the organisation structure and collected information about it	learned about organization and various organisation structure	
Day - 3	They show the various kind of Polythene bags	I learned how many bags were there and names of it	
Day - 4	The manager shows how to understand the names of product	I learned the names of different brand names clearly	
Day - 5	manager briefly explained the performance of the organisation	learned rules and regulations of the organization	
Day - 6	manager explained the roles and responsibilities of employees.	learned about the bags manufacturing of organization	

WEEKLY REPORT

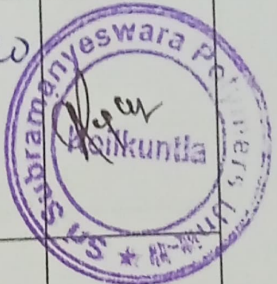
WEEK - 2 (From Dt. 26/11/22 to Dt. 4/12/22)

Objective of the Activity Done:

Detailed Report:

In this week I have collected information about the organisation vision and mission. I have observed the organisation structure and collected information about it. They show the various types of companies, polythene bags, etc. The manager shows how to understand the product and machinery names. Next, the manager briefly explained the performance of the organisation. The manager explained the roles and responsibilities of the employees and interns 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 polymers industry & know about the equipment which are used for production of polythene bags	we learn how to run it	
Day - 2	I learned equipment names And how it work and how to control it	we know the information of equipment	
Day - 3	I know about the Advantages - And disadvantages of the equipment	we know about the modules of it	
Day - 4	I know about produce done step by step from the beginning	we know the how it controlled	
Day - 5	Firstly I learn how the waste plastic material converted in small plastic or resin	Communication skills leadership	
Day - 6	I know about the first step the blown film extrusion process	socialization	

WEEKLY REPORT

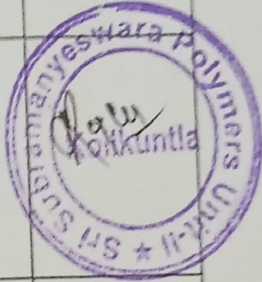
WEEK - 3 (From Dt 5/12/2022 to Dt 12/12/2022)

Objective of the Activity Done:

Detailed Report:

this week I visited the polymers industry I know about the equipment which are used for manufacturing of polythene bags I learnt equipment names and how it work and how to operate or control it I know about the Advantages And disadvantages of the machinery I know about the procedure step by step from the beginning firstly I learn how into waste plastic material converted into small plastic or granulation I know about the first step the Blown 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 learnt how small plastic pellets aggregation become mottled and pliable	We know about the new equipments	
Day - 2	Today I have learnt about the raw material that goes into making quality bags	I learnt about the bottom seal bag making uses	
Day - 3	I have learnt where the raw materials come from	I learnt about Advantages and disadvantages of machine	
Day - 4	I have learnt about the granules which are used as raw material for the manufacturing of polypropylene bag	I learnt about the side seal Bag making process	
Day - 5	I have observed how the machinery work with changing granule into the reads	I learnt how to operate the equipment side seal Bag making	
Day - 6	Today I have learnt how the inventory of the raw material served from the supplier	I know how to handle the soft loop bag making machine	

WEEKLY REPORT

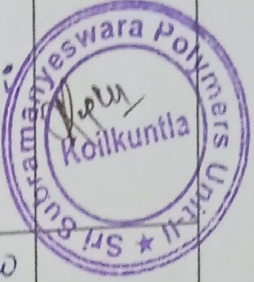
WEEK - 4 (From Dt 2.12.2022 to Dt 7.12.2022)

Objective of the Activity Done:

Detailed Report:

In this week I learnt how small plastic pellets or resin become molten and pliable I have learnt about the raw materials that go into making quality bags I have learnt where the raw material come from I have learnt about the granules which are used as raw materials for the manufacture of polythene bag. I have observed how the machinery work while changing granule into threads I have learnt how the inventory of The raw 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	I have learnt how the dialy accounts are maintained	I know about the new equipment	
Day - 2	I have learnt the uses and instructions of machinery	I learned how to operate the equipment	
Day - 3	I have worked with my co-workers	I knew about the T-shirt Bag making machine structure	
Day - 4	I have developed my communication skills by interacting with employees	I learned about how to operate the equipment	
Day - 5	To day I have learnt how the synthetic threads are processed into bags for various purpose	I know and so learned how to operate the equipment	
Day - 6	I know about the machinery used for Poly there bags making	I knew and also learned know to operate the equipment	

WEEKLY REPORT

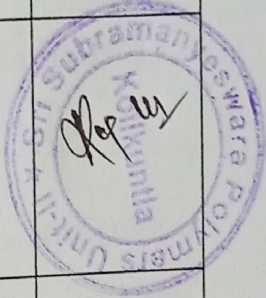
WEEK - 5 (From Dt. 19/12/22 to Dt. 24/12/22)

Objective of the Activity Done:

Detailed Report:

this week I learnt how the daily Amounts are maintained I have learnt the uses and instructions of machinery I have worked with my co-workers 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 purpose 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 organisation are mainly supplied to cement manufacturers		
Day - 2	I know about the Company names of cement manufactures		
Day - 3	I have know about the Step 02 making poly Bags from plastic Rods		
Day - 4	I learnt how to trans from rolls of plastic into poly bags		
Day - 5	I learnt how the Roll of plastic fed through a machine for proper length		
Day - 6	I know about the every equipments in detailed		

WEEKLY REPORT

WEEK - 6 (From Dt 26/02/22 to Dt 31/02/22)

Objective of the Activity Done:

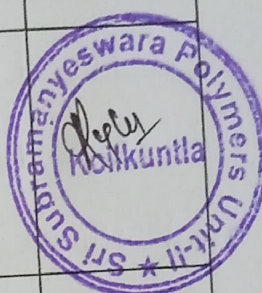
Detailed Report:

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

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

I learnt how the roll of plastic fed through a machine for proper length. 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		
Day - 2	I learnt how to operate Bottom seal Bag making machine		
Day - 3	I learnt how to operate Bottom seal Bag making machine		
Day - 4	I know the about it clearly		
Day - 5	I know about the Advantages and uses of Bottom seal Bag making machines		
Day - 6	I know about the disadvantages of the Bottom seal Bag making machine		

WEEKLY REPORT

WEEK - 7 (From Dt 2.1.23..... to Dt 7.1.23.....)

Objective of the Activity Done:

Detailed Report:

I learnt about the Bottom seal Bag making machines I know how to operate

Bottom seal Bag making machine

I know about the machine clearly

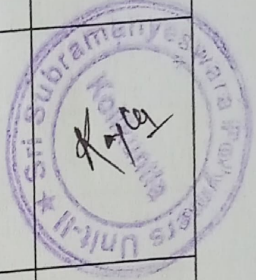
I know about the Advantages And

Uses of Bottom seal Bag making machine

I know about the disadvantages of

the Bottom seal Bag making machine

ACTIVITY LOG FOR THE EIGHTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I learnt about each and every part of the machine		
Day - 2	I know about the bottom seal bag making machine completely		
Day - 3	I know about the side seal bag making machine		
Day - 4	I learnt how to operate side seal bag making machine		
Day - 5	I learnt how to operate side seal bag making machine		
Day - 6	I know about side seal bag making machine		

WEEKLY REPORT

WEEK - 8 (From Dt: 9/1/23 to Dt: 14/1/2023)

Objective of the Activity Done:

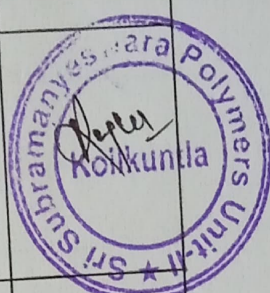
Detailed Report:

In this week I learnt 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 I learnt how to operate side seal bag making mach

I completely know about the side seal bag making machine

ACTIVITY LOG FOR THE NINTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Today I have operated side seal Bag making machine		
Day - 2	To day I know about the Advantages And uses of the side seal Bag making machine		
Day - 3	To day I learnt about disadvantages of the side seal Bag making machine		
Day - 4	I learnt about each and every part of the machine		
Day - 5	I know about the side seal Bag making machine completely		
Day - 6	To day I have operate the Bottom seal Bag making machine		

WEEKLY REPORT

WEEK - 9 (From Dt. 16/1/23 to Dt. 21/1/23)

Objective of the Activity Done:

Detailed Report:

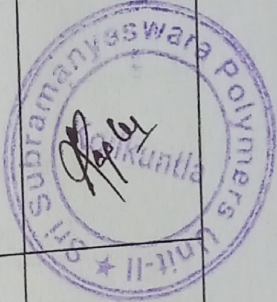
In this week I have operated the side seal Bag making machine. I know about the Advantages and disadvantages of it and also know the uses of the side seal Bag making machine.

I learnt about each and every part of the machine.

I know about the side seal Bag.

I have operated the Bottom seal 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 loop Bag making machine		
Day - 2	I know about the soft loop Bag making machine		
Day - 3	I learnt about uses and Advantages of soft loop Bag making machine		
Day - 4	Today I learnt about disadvantages of soft loop Bag making machine		
Day - 5	Today I learnt how to operate the soft loop Bag making machine		
Day - 6	I have learnt how to operate the soft loop bag making machine		

WEEKLY REPORT

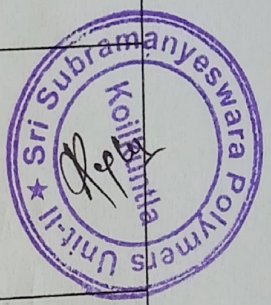
WEEK - 10 (From Dt. 23/1/23 to Dt. 29/1/23)

Objective of the Activity Done:

Detailed Report:

this week I know about the soft loop Bag making machine
I learnt about uses and Advantages of soft loop bag making machine and
I learnt about disadvantages of it
I learnt how to operate the soft loop bag making machine
I have learnt more information of the soft loop 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	consulted to the head of the organisation for the internship	Improved my communication skills	
Day - 2	As per govt norms each degree student should complete internship in any organisation on this research we have requested permission for internship	Improved my communication skills	
Day - 3	In this regard they have granted permission for Internship as per rule	Interpersonal communication skills	
Day - 4	Know about the founder of the organisation and its history and achievement	Learned how to collect data (Primary data history)	
Day - 5	observed the activities of the organisation in working hours whole day	Improved my observation skills	
Day - 6	In contact with the executive employee and also know a bit about their working in the industry	Improved my communication skills	

WEEKLY REPORT

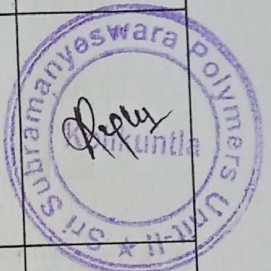
WEEK - 11 (From Dt. 30/1/23 to Dt. 4/2/23)

Objective of the Activity Done:

Detailed Report:

In this week we introduced ourselves and explained the purpose why we are come to their industry organisation and we interact with all the employees working in the organisation. and introduced each other. They tell us how to communicate with the co-workers and They tell us how to work in the industry of polymers polythin bags.

ACTIVITY LOG FOR THE TWELVETH 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 own it	
Day - 2	we know about that instrument name and how it work :	we know the information of equipment	
Day - 3	we know a lot of the Advantage and disadvantage of that equipment	we know the how it control we know about the machine of	
Day - 4	we learn about the equipment and its uses and instructions	communication skills leadership	
Day - 5	we work with the co-workers	Communication skills leadership	
Day - 6	we develop the communication skills by the interaction of workers	socialization	

WEEKLY REPORT

WEEK - 12 (From Dt. 16/12/23 to Dt. 22/12/23)

Objective of the Activity Done:

Detailed Report:

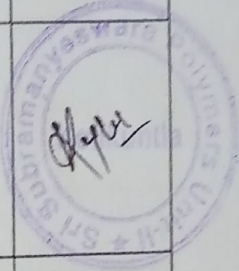
C. create the Analysis Asset:

To get started we'll create a packet called Build Analysis And an analysis Asset called P₂P- Analysis These two will sit in a space called 'be.fault'

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

As, soon as you're create 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 THIRTEENTH 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 bag making	we know about the new equipments	
Day - 2	I know about the Bottom seal Bag making machines	I learnt about the Bottom seal bag making uses	
Day - 3	I know about the Bottom seal Bag making machine and how to use	I learnt about Advantages and disadvantages of machine	
Day - 4	I know about the side seal Bag making machine	I learnt about the side seal Bag making process	
Day - 5	I know about the side seal Bag making machine	I learnt how to operate the equipment side seal Bag making	
Day - 6	I know about the soft loop Bag making machine	I know how to handle the soft loop Bag making machine	

WEEKLY REPORT
WEEK - 13 (From Dt. 13/2/23 to Dt. 18/2/23)

Objective of the Activity Done:

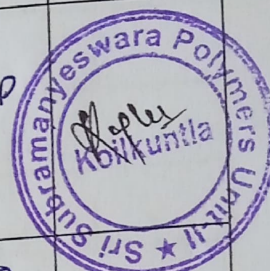
Detailed Report:

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 every easy to operate

I know about the Bottom seal Bag making machines, second now to use and control the machines second I used the Bottom seal Bag making machines and how to operate it

side seal Bag making machine this machine its used to stitch the sides of the bags and separate the damaged bags automatically

ACTIVITY LOG FOR THE FOURTEENTH WEEK

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

WEEKLY REPORT

WEEK - 14 (From Dt. 20-2-23 to Dt. 25/2-23)

Objective of the Activity Done:

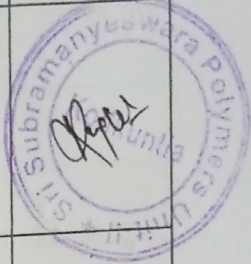
Detailed Report:

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

The Patch handle bag machine and how to use and control the machine and

Then next the machine named T-shirt bag making machine is the last equipment in the process of making itself divide 100 bags in every box and we want to operate the on damaged bags from it.

ACTIVITY LOG FOR THE FIFTEENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	we visit the polymer industry we saw the new equipment industry	we learn how to run it	
Day - 2	we know about that instrument names and how it work	we know the information of equipment	
Day - 3	we know about the advantages and disadvantages of that equipment	we know about the modules of it	
Day - 4	we learn about the equipment and its uses and instructions	we know the how it control	
Day - 5	we work with the CB workers	communication skills leadership	
Day - 6	we develop the communication skills by the interaction of workers	socialization	

WEEKLY REPORT

WEEK - 15 (From Dt 27/2/23 to Dt 4/3/23)

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 its own structure and process to make poly-thene bags - without any damage.

The Patch handle Bag machine and how to use and machine the named R-Short Bag machine the next machine is the last equipment in the process of making polythene bags. At last the machine itself divide 100 bags in every box and we want to separate the all damaged bags from it

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.)

During my internship I had a Journal and took notes every day about new things I learned feedback I was given by my manager strengths and weaknesses I noticed and things I wanted to research And learn more about this helped me understand myself more and identify this areas that I needed to improve in culture influences communication I learned that every company or organisation has its own culture & its essential to observe others and learn how they engage or internship is a professional learning experiences An. Internship that offers meaningful practical work related to career interest An internship gives a student the opportunity for career exploration & development and learn new skills time management discipline relationships, socialization mutual support and teamwork motivation and space And so on.

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

Here are small forces that will make our career through this technical skills

- 1) Data analysis
- 2) Web development
- 3) Financial management
- 4) Bookkeeping
- 5) Graphic design & UX design
- 6) Writing

Technical skills are the specialized knowledge and expertise required to perform specific tasks and use specific tools and programs in real world situations. Technical skills are required in just about every field and industry from IT and business administration to health care and education.

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.

- 1) How to put my knowledge and skills into practice
- 2) The benefits of taking on feedback
- 3) Enthusiasm is invaluable
- 4) Keeping a journal is great for personal growth
- 5) Understanding workplace culture
- 6) How to communicate
- 7) Planning is one of the most important skills for project managers. It is all about defining the goal of the organisation - the manager should have devised a plan for the future. It includes two important
 - * concept of management
 - * objectives & importance of management
 - * management as science
 - * management as Art
 - * management as profession
 - * management function
 - * development of management theory

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.,)

- ↔ think before you speak prepare what you are going to speak
- simplify the message and story or message
- check your message before you send
- some times its better to pick up the call in time
- Record your self when you are communicating
- work on your body language
- write down the things which you communicate with others
- Engage your listeners
- take time to respond
- make sure you understand the listeners opinion

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

Clearly define roles and responsibilities for every team member Build trust within the team encourage team members and coworkers Give teams autonomy in decision-making don't be afraid to reorganize team by names provide the team with learning opportunities,

Reserve yourself for growth Take clarifications If required before used If possible make or maintain eye contact while speaking Be a good listener in group discussion speak well a loud

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

Technology is changing the way organization and other employees need to accomplish their work. Empirical evidence on this topic is scarce. The aim of this study is to provide overview of the effects of technological development on work characteristics, and to derive the implications for work demands and continuous vocational education and training.

Technologies defined as digital electrical or mechanical tools as digital etc that effect the accomplishment of work. Tasks are a sociology and in various disciplines such as sociology or psychology. A theoretical framework based on theories from these disciplines was developed and statements on the relationships between technology and work characteristics such as complexity, autonomy or meaningfulness were derived.

Student Self Evaluation of the Short-Term Internship

Student Name: B. Deva Raju	Registration No: 20231041004
Term of Internship: From: 1/09/23 To: 30/10/22	
Date of Evaluation: 17/11/2022	
Organization Name & Address: Subramaneswara polymers, koilakunta v. Ashok kumar	

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

B. Deva Raju
Signature of the Student

Date:

Evaluation by the Supervisor of the Intern Organization

Student Name: B. Deven Raja

Registration No: 202310410099

Term of Internship: From: 1/09/22

To: 30/10/22

Date of Evaluation: 20/11/2022

Organization Name & Address: Subramaneswara Polymers Kollunkunta

Name & Address of the Supervisor

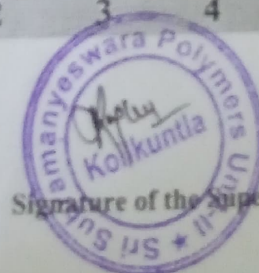
with Mobile Number V. Ashok Kumar

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



Signature of the Supervisor

Date:

INTERNAL ASSESSMENT STATEMENT

Name Of the Student:

B. Deva Raju

Programme of Study:

B. com

Year of Study:

2022

Group:

B. com (CA)

Register No/H.T. No:

20231041011

Name of the College:

S.V.B. Govt. Degree College

University:

Rayala seema university

Sl.No	Evaluation Criterion	Maximum Marks	Marks Awarded
1.	Activity Log	10	04
2.	Internship Evaluation	30	20
3.	Oral Presentation	10	5
	GRAND TOTAL	50	29

Date: 29-11-2022

Signature of the Faculty Guide

EXTERNAL ASSESSMENT STATEMENT

Name Of the Student: B. DEVA RAJU
Programme of Study: B.com
Year of Study: 2022
Group: B.com (CA)
Register No/H.T. No: 20231041011
Name of the College: S.V.B Govt Degree college
University: Rajalaseema university

Sl.No	Evaluation Criterion	Maximum Marks	Marks Awarded
1.	Internship Evaluation	80	50
2.	For the grading giving by the Supervisor of the Intern Organization	20	10
3.	Viva-Voce	50	20
	TOTAL	150	80
GRAND TOTAL (EXT. 50 M + INT. 100M)		200	109

Signature of the Faculty Guide

Signature of the Internal Expert

Signature of the External Expert

Signature of the Principal with Seal

PRINCIPAL
S.V.B. GOVT. DEGREE COLLEGE
KOILKUNTLA, KURNOOL DT



ANDHRA PRADESH STATE COUNCIL OF HIGHER EDUCATION

(A Statutory Body of the Government of Andhra Pradesh)

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