

**GOVERNMENT DEGREE COLLEGE
NARASANNAPETA**

DEPARTMENT OF MATHEMATICS

PROGRAM BOOK FOR SHORT TERM INTERNSHIP

Submitted in the partial fulfillment for B.Sc (M.P.C) Internship

(Batch 2021-2022)



Submitted by

(NOUPADA LAVANYA)

(Reg No : 2022004052026)

B.Sc (M.P.C) 4TH Semester

Under the Mentorship of

A.PAVITRA

Lecturer in Mathematics

**Government Degree College, Narasannapeta
Srikakulam District-532421**

PROGRAMME BOOK FOR SHORT- TERM

INTERNSHIP 2021-2022

EDUCATION, NARASANNAPETA

NAME OF THE STUDENT: Noupada. Lavanya
NAME OF THE COLLEGE: Govt. Degree collage, Narasannapeta
REGISTER NUMBER: 2022004052026
COURSE: M.P.C IInd year.
PERIOD OF INTERNSHIP: 30/9/2022 to 30/11/2022
NAME & ADDRESS OF THE INTERN ORGANIZATION: Education Department,
GHS Narasannapeta.

DEPARTMENT OF MATHEMATICS

GOVERNMENT DEGREE COLLEGE NARASANNAPETA

SRIKAKULAM (DIST)

Dr. B.R AMBEDKAR UNIVERSITY, SRIKAKULAM

AN INTERN SHIP REPORT ON EDUCATION

NARASANNAPETA, SRIKAKULAM (DIST)

NAME OF THE COLLEGE: GOVERNMENT DEGREE COLLEGE, NARASANNAPETA

DEPARTMENT: DEPARTMENT OF MATHEMATICS

NAME OF THE FACULTY GUIDE: A.PAVITRA

DURATION ON THE INTERNSHIP: 30-09-2022 to 30.11.2022

NAME OF THE STUDENT: Noupada. Lavanya

PROGRAMME OF STUDY: 1st year B.sc[M.P.C]

YEAR OF STUDY: 2021 - 2022

REGISTER NUMBER: 2022004052026

DATE OF SUBMISSION: 9-12-2022

Program Book for Short-Term Internship

Name of the Student: Narapada. Lavanya

Name of the College: Govt Degree College, Narasannapeta.

Registration Number: 2022004052026

Period of Internship: From: 14-10-22 To: 08/11/2022

Name & Address of the Intern Organization : Education department

GHIS school, Narasannapeta
Narasannapeta
~~Kota~~ Mandal.

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 of 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 persons 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 with 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:
 - Data and Information you are expected to collect about the organization and/or industry.
 - Job Skills you are expected to acquire.
 - 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 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.

An Internship Report
On
(Title of the Internship)

Submitted in accordance with the requirement for the degree of.....

Name of the College: *Gowd. Degree college, Narasannapeta*
Department: *Education*

Name of the Faculty Guide: *A. Pavithra*

Duration of the Internship: From *03/10/22* To *20/11/22*

Name of the Student: *N. Lavanya*

Programme of Study

Year of Study: *Ind B.sc (M.P.C) - [2020 - 2023]*

Register Number: *2022004052026*

Date of Submission: *09-12-2022*

Student's Declaration

I, N. Lavanya, a student of Internship Program, Reg. No. 2022004152018 of the Department of College do hereby declare that I have completed the mandatory internship from 30/11/22 to 30/11/22 in GITS Narasannapeta (Name of the intern organization) under the Faculty Guideship of A. Pavitra (Name of the Faculty Guide), Department of Govt.....
Degree college (Name of the College)

N. Lavanya
(Signature and Date)

Endorsements

Faculty Guide A. Pavitra
LECTURER
Govt. Degree College
NARASANNAPETA

Head of the Department

Principal
.....
PRINCIPAL
GOVT. DEGREE COLLEGE
NARASANNAPETA-532 421
Srikakulam Dist.

Certificate from Intern Organization

This is to certify that Narayana Govinda Govinda (Name of the intern) Reg. No. 202200405206 of Govt. Panna College (Name of the College) underwent internship in GITS Narasannapeta (Name of the Intern Organization) from 03/11/22 to 28-11-2022

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

Authorized Signatory



ACKNOWLEDGEMENTS

⇒ This school internship report is the result of an end of the way of two months. It would not have been possible without the participation assistance not ~~have~~ of numerous brave and courageous people along the way. Thus, I have to thank them all.

First and foremost who I would like to give special gratitude to my parents who give me every opportunity to keep my step ahead.

I am indebted to my college teachers and the Principal for their vision, encouragement and enduring contagious interest in the internship.

Last and most importantly, I would like to all those who made this report possible and become a reality with their kind assistance.

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.

I worked in the internship in the department of education. I visited the place in ~~M~~ GTHS, Nara-sannapeta. I choose education department to know the current status of the education and difference from past few years. I spent a day, with children and I learn and observed many things.

The Introduction is very friendly and very valuable through this Internship. I got to know the there are some other decided areas which how to improved. I interacted with the children and let them to know their Problem's and what what they are facing through. I gave a friendly with interaction and I thought some lesson to them and I gave few suggestions to improve them.

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 with 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.

I worked in the education department. I worked in ~~the~~ Narasannapeta Girls education department play's an in school. That house the children are beyond lock of knowledge. my Introduction with student's are very friendly and more valuable. I spend nearly 8 hours with that children. and I got to know that student's performing was not good. & the student are not able to ride in school and shared to very few things. I played Improve the education system with my knowledge to give the best student's.

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.

I worked in high school, Narasannapeta in the Department of education. I worked in the Government school and I taught ~~the~~ lesson to the student's. I used the blackboard and chalk piece and taught the basic lesson. I performed some task's the children so that to the children this Part of Internship more knowledge. I learned more knowledge and I learned few thing's to change, in school which should be changed.

ACTIVITY LOG FOR THE FIRST WEEK

DAY & DATE	BRIEF DESCRIPTION OF THE DAILY ACTIVITY	LEARNING OUTCOME	Person In-charge Signature
Day - 1	In a first day, I looked the classroom and, I introduced in my self. in the student's.	First day I very fair and telling about a speech.	 HEAD MASTER GOVT. HIGH SCHOOL NARASANNAPETA SRIRAKHAM DIST. Narasannapeta-532421
Day - 2	In the second day 5th class student's English work book writing. 8th class science 5 question's test.	They are learning the study of 5th & 8th class student's.	 HEAD MASTER GOVT. HIGH SCHOOL NARASANNAPETA SRIRAKHAM DIST. Narasannapeta-532421
Day - 3	We are conduct the Quiz Program in 7th and 8th class 4th class work book learning.	We are very talented student's in the 7th & 8th class student's.	 HEAD MASTER GOVT. HIGH SCHOOL NARASANNAPETA SRIRAKHAM DIST. Narasannapeta-532421
Day - 4	In the 4th day we teach the Remedial classes and we conducted cultural activities.	We know about the talent and education skill's of student's.	 HEAD MASTER GOVT. HIGH SCHOOL NARASANNAPETA SRIRAKHAM DIST. Narasannapeta-532421
Day - 5	5th day 6th class student's am telling the English class 9th class student's contest Quiz.	We are easily seen on the communication skill's and subject memory.	 HEAD MASTER GOVT. HIGH SCHOOL NARASANNAPETA SRIRAKHAM DIST. Narasannapeta-532421
Day - 6	In the 6th day we are conduct the dance program in 6th class student's.	We are enjoying this dancing program in the student's.	 HEAD MASTER GOVT. HIGH SCHOOL NARASANNAPETA SRIRAKHAM DIST. Narasannapeta-532421

WEEKLY REPORT

WEEK - 1 (From Dt. 3/10/2022 to Dt. 8/10/2022)

Objective of the Activity Done:

Detailed Report:

A few days into the unit, I looked around the classroom and found myself in a rare moment of harmony where everyone was working collaboratively and appeared to be on task. My students were sitting in groups of different sizes from two's to give's some with my support, as they got to work on their listing draft's. I paused by one pair of students who are writing ~~drafts~~ a speech. Most of that the each class in the school could properly prepare one page containing a message, a drawing's or a poem. In our it just like a mirror of daily to working as a poem, ~~the~~ of a teacher. It can be a section of the course that book or even a place to highlight something they must work on, test what the student be worked on each day and what they need to work on the future.

ACTIVITY LOG FOR THE SECOND WEEK

DAY & DATE	BRIEF DESCRIPTION OF THE DAILY ACTIVITY	LEARNING OUTCOME	Person In-charge Signature
Day - 1	I went to 4 th class and I have observed some student's. who need's to be discipline.	I have know how to discipline as my standard's this student's.	 HEADMASTER GOVT. HIGH SCHOOL NARASANNAPETA SRIRAKULAM DIST. Narasannapeta-532421
Day - 2	I went to 5 th class and asked them about their goal's which well interactive.	I got to know about their life style, goal's and Problem's.	 HEADMASTER GOVT. HIGH SCHOOL NARASANNAPETA SRIRAKULAM DIST. Narasannapeta-532421
Day - 3	I taught 3 rd class, a telugu lesson's and by them now though sentence's	I have managed the student to add in their mother's language.	 HEADMASTER GOVT. HIGH SCHOOL NARASANNAPETA SRIRAKULAM DIST. Narasannapeta-532421
Day - 4	I have taught the 3 rd class student's about how to behave at practical place.	I have to come to know about men toosing in Behaviour aspect's	 HEADMASTER GOVT. HIGH SCHOOL NARASANNAPETA SRIRAKULAM DIST. Narasannapeta-532421
Day - 5	I have conducted activities for 4 th class student's on math's.	I have taught a subject in approachable manner.	 HEADMASTER GOVT. HIGH SCHOOL NARASANNAPETA SRIRAKULAM DIST. Narasannapeta-532421
Day - 6	I have taught the 3 rd class student's some story's and moral storie's.	I come to know about communication and management with student's.	 HEADMASTER GOVT. HIGH SCHOOL NARASANNAPETA SRIRAKULAM DIST. Narasannapeta-532421

WEEKLY REPORT

WEEK - 2 (From Dt. 10/10/2022 to Dt. 17/10/2022)

Objective of the Activity Done:

Detailed Report:

In this entire week, I have observed about the student's, their performance, in studies and their student's capability. I have discussed about how to be good become better in academic performance.

I have conducted some now to activities regarding their syllabus and the created an environment in which they are very active in group activities and in a class too.

ACTIVITY LOG FOR THE THIRD WEEK

DAY & DATE	BRIEF DESCRIPTION OF THE DAILY ACTIVITY	LEARNING OUTCOME	Person In-charge Signature
Day - 1	I have checked about the 5th class student's awareness on how to live in a society.	I have known so many new things that kids.	HEADMASTER GOVT. HIGH SCHOOL NARASANNAPETA SRIRAKULAM DIST. Narasannapeta-532421
Day - 2	I have taught 4th class student's about english word's.	I got to know about teaching new things to the student's.	GOVERNMENT HIGH SCHOOL NARASANNAPETA SRIRAKULAM DIST. Narasannapeta-532421
Day - 3	I have conducted a fun activity to the 8th class where all student's very well.	I have developed any communication mentoring skill's very well.	HEADMASTER GOVT. HIGH SCHOOL NARASANNAPETA SRIRAKULAM DIST. Narasannapeta-532421
Day - 4	I have helped the teacher's and staff member's in their respective work's	I come to know about the working of teacher's and staff.	GOVERNMENT HIGH SCHOOL NARASANNAPETA SRIRAKULAM DIST. Narasannapeta-532421
Day - 5	I have taught 5th class student's about math's basic's and trick's to help them further.	I have learned to teach about how to solve arithmetic problem's	GOVERNMENT HIGH SCHOOL NARASANNAPETA SRIRAKULAM DIST. Narasannapeta-532421
Day - 6	I have taught evs lesson for 4th class in a practical way.	I have learned to teach in practical way.	GOVERNMENT HIGH SCHOOL NARASANNAPETA SRIRAKULAM DIST. Narasannapeta-532421

WEEKLY REPORT

WEEK - 3 (From Dt. 18/10/2022 to Dt. 25/10/2022)

Objective of the Activity Done:

Detailed Report:

In this week, I have developed my teaching skills from syllabus lesson to a practical approach which enhanced my communication skills very well.

And I have also interacted with the respected Government teachers, parents about the situation, problems, environment etc.... I have also tried to also tried to teach the student's so that they feel like they are in a open space.

I have also worked with teachers and staff's work which made me know things that happen's behind school.

ACTIVITY LOG FOR THE FOURTH WEEK

DAY & DATE	BRIEF DESCRIPTION OF THE DAILY ACTIVITY	LEARNING OUTCOME	Person In-charge Signature
Day - 1	I have taught math's less on to the 3rd class and 4th class.	I have developed my teaching skills. The student's too are good.	 HEAD MASTER GOVT. HIGH SCHOOL NARASANNAPETA SRIKAKULAM DIST 532421
Day - 2	I have conducted a Quiz game for exploring their talent for 5th class.	I have interacted with student's and helped them in their doubt's.	 HEAD MASTER GOVT. HIGH SCHOOL NARASANNAPETA SRIKAKULAM DIST 532421
Day - 3	I have checked about every class environment the sanitary facilities and water supply.	I have to come to know about few problem's in school.	 HEAD MASTER GOVT. HIGH SCHOOL NARASANNAPETA SRIKAKULAM DIST 532421
Day - 4	I have interacted with student's regarding their problem's in school.	I tried to solve student's problem's at a possible level.	 HEAD MASTER GOVT. HIGH SCHOOL NARASANNAPETA SRIKAKULAM DIST 532421
Day - 5	I have taught 4th class student's about animal's and bird's.	I have deal with 4th class student's in a digital way.	 HEAD MASTER GOVT. HIGH SCHOOL NARASANNAPETA SRIKAKULAM DIST 532421
Day - 6	I have taught 3rd class student's about eating etiquettes.	I have increased my communication skills.	 HEAD MASTER GOVT. HIGH SCHOOL NARASANNAPETA SRIKAKULAM DIST 532421

WEEKLY REPORT

WEEK - 4 (From Dt. 26/10/22 to Dt. 1/11/22...)

Objective of the Activity Done:

Detailed Report:

In this week, I have developed my skills such as teaching, mentoring, communication, managing and team participation skills when compared to the previous three weeks.

I have who observed about the school environment, student's performance and I have also tried to solve them in other ways.

The student's also have been well performing with good grade.

ACTIVITY LOG FOR THE FIFTH WEEK

DAY & DATE	BRIEF DESCRIPTION OF THE DAILY ACTIVITY	LEARNING OUTCOME	Person In-charge Signature
Day - 1	I have taught 5 th class about discipline followed in class room.	I have interacted with the students about disciplinary	 Government High School NARASANNAPETA SRIKAKULAM Dt. Narasannapeta-532421
Day - 2	I have taught the 4 th class students about seminar skill's.	I have tried to teach the student about seminar skill's.	 Government High School NARASANNAPETA SRIKAKULAM Dt. Narasannapeta-532421
Day - 3	I have interacted with the 6 th class students thought digital way.	I have accessed the digital device in the school.	 Government High School NARASANNAPETA SRIKAKULAM Dt. Narasannapeta-532421
Day - 4	I have taught the 3 rd class students about english lesson's.	The students have learned and doing good in students.	 Government High School NARASANNAPETA SRIKAKULAM Dt. Narasannapeta-532421
Day - 5	I have taught the 4 th class students about E.V.S lesson.	The students are doing well.	 Government High School NARASANNAPETA SRIKAKULAM Dt. Narasannapeta-532421
Day - 6	I have interacted with all students about previous status and present status.	I have known so many things in this journey.	 Government High School NARASANNAPETA SRIKAKULAM Dt. Narasannapeta-532421

WEEKLY REPORT

WEEK - 5 (From Dt. 2/11/22 to Dt. 8/11/22)

Objective of the Activity Done:

Detailed Report:

In this week, I have developed my skills such as teaching skills, I have come to know that I have learned so many things in this journey. I have developed my communication skills, management skills, interactive skills, teaching skills and other skills which enhanced me very well.

I came to know few good things and also came problems which I have tried to solve and made better out of it.

I learn about being a teacher, worker and mostly as an Internal in the work place.

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.)

Inter's work environment is one of the aspects of Inter's quality addressed in this report. The people at GHS [Govt High School] Narasannapeta were a good interactive staff we like chik pieces. Our role is to enhance the student's, observe them and any other negative's, we were given a desk for our work and with student's, observe them and any other negative's, analyse all activities by student's and staff, our timing's are from 9:00 Am to 4:00 pm (morning to evening)

The Headmaster and The Teachers are very polite and humble to me the student as very friendly and interactive which made me socialize with them very easily.

The other inter inner Interims were also very active and focused.

The work, we are also space and process which made also Interim p.

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

There are some technical skills, I have acquired from Internship.

I have know about how to put my knowledge, and skill in practice such as managing. I learned how to communicate and build a relationship with the people I worked. I learned new skills. I learned that it is important to communicate with Teacher, Head master. I have an idea about Asking and receiving feed back very important. It is essential to take note both the positive and negative point for feed back or could feed back or could feed back. It is difficult to hear. It will have a significant impact on your future career and success.

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.

There are also some managerial skills I have acquired from this internship.

I learned how to effectively deal with people developing managerial as skills is important to all professions as a time and and we will talk about as a every week we arranged our workplace for productive of time.

we will have keep note for do - saving every one important working with us. we will all keep also goals for

This journey we also have very essential for future as per the final day we have discussed about our performance is upgraded.

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.,)

we have Improved our communication skills In this Internship at U.H.S
Nara Ramapeta

As we have Improved our oral communication written communication written as we are arrived to class room At first we many Rused but now we are confident while communication as we under standing after.

we also came to getting under standing by others we Improved our speech skills froms prepared level to extreme level we have developed few teaching few student to an Inter we have also develop few teaching skill In way which made student be two.

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

Team work is one of the most least
often skill in this work place

we the interns of govt. school Narasapur
are trained as team to enhance and improve
our work efficient way

As we have not familiarity
with each other initially it took time until
we have also become a supporting team

Every week one of us will lead
the team to take leadership we have dis-
cussed with each other members and also
as a leader made me known about how to
work as team member it's really in the
team in the way to interact.

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

The government has taken a big leap in implementing technology education systems to amplify digital transformation in schools.

The head master updates the information school through smartphone. They scan face of the students for checking every teacher and head master of school make their attendance through face scan method.

The Narasimmapeta G.H. School, Narasimmapeta uses devices in the production.

There is a smart TV which projects primary student more than academic syllabus in English medium when compared to previous system we have also used teachingal devices, for more task relation to entrepreneurship even when students are from rural school. It is also recorded under head master using and it's documented.







Narasannapeta, Andhra Pradesh, India
C28V+648, Narasannapeta, Andhra Pradesh 532421, India
Lat 18.415205°
Long 84.043211°
26/10/22 10:18 AM GMT +05:30



C28V+23M, Narasannapeta, Andhra Pradesh 532421, India

Latitude
18.4153394°

Local 10:22:47 AM
GMT 04:52:47 AM

Longitude
84.0425096°

Altitude 8.18 meters
Wednesday, 14.12.2022



Narasannapeta, Andhra Pradesh, India
C28V+648, Narasannapeta, Andhra Pradesh 532421, India
Lat 18.415186°
Long 84.043197°
28/10/22 11:09 AM GMT +05:30

Student Self Evaluation of the Short-Term Internship

Student Name: & Registration No: Noupada. Lavanya (2022004052026)

Term of Internship: From 03/10/22 To 30/11/2022

Date of Evaluation: 09/12/2022

Organization Name & Address: Education Department, GHS Narasannepeta,
Kotabommali Mandal, Srikakulam.

Name & Address of the Supervisor
with Mobile Number:

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) Initiative	1	2	3	4	5
4) Interaction with staff	1	2	3	4	5
5) Attitude	1	2	3	4	5
6) Dependability	1	2	3	4	5
7) Ability to learn	1	2	3	4	5
8) Planning 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	1	2	3	4	5
12) Productivity	1	2	3	4	5
13) Progress of learning	1	2	3	4	5
14) Adaptability to organization's culture/policies	1	2	3	4	5
15) OVERALL PERFORMANCE	1	2	3	4	5

N. Lavanya
Signature of the Student

Evaluation by the Supervisor of the Intern Organisation

Student Name: & Registration No: Noupada Lavanya (2022004052026)

Term of Internship: From 09-10-22 To 20-11-2022

Date of Evaluation:

Organization Name & Address: Education Department, GHS Nohagana

Name & Address of the Supervisor: Ms. Katabomma (Mrs) Sripotulam.

with Mobile Number: 9848888888

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) Initiative	1	2	3	4	5
4) Interaction with staff	1	2	3	4	5
5) Attitude	1	2	3	4	5
6) Dependability	1	2	3	4	5
7) Ability to learn	1	2	3	4	5
8) Planning 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	1	2	3	4	5
12) Productivity	1	2	3	4	5
13) Progress of learning	1	2	3	4	5
14) Adaptability to organization's culture/policies	1	2	3	4	5
15) OVERALL PERFORMANCE	1	2	3	4	5

Signature of the Supervisor: 

GOVT HIGH SCHOOL
NARASANNAPETA
SRIKACILAM DISTRICT
Narasannapeta
Srikacilam DC

INTERNAL ASSESSMENT STATEMENT

Name Of the Student: Noupada. Lavanya
Programme of Study: B.Sc (M.P.C)
Year of Study: 1st Year
Group: M.P.C
Register No/H.T. No: 2022004052026
Name of the College: Govt. Degree college
University: Dr. B.R Ambedkar University

SLNo	Evaluation Criterion	Maximum Marks	Marks Awarded
1.	Activity Log	25	25
2.	Internship Evaluation	50	48
3.	Oral Presentation	25	24
	GRAND TOTAL	100	97

Date: 9.12.2022


Signature of the Faculty Guide
LECTURER
Govt. Degree College
NARASANNAPETA

Certified by


Signature of the Head of the Department/Principal
GOVT. DEGREE COLLEGE
NARASANNAPETA-532421
Srikakulam Dist.

Date:

Seal:

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.