

GOVERNMENT DEGREE COLLEGE, NARASANNAPETA,
SRIKAKULAM (DIST.)

DEPARTMENT OF POLITICAL SCIENCE

PROGRAM BOOK FOR LONG TERM INTERNSHIP

Submitted in the partial fulfillment for B.A. (HEP) Internship

2023-24



Submitted

BY

(TANGUDU MANIKANTA)

(Reg No: 2122004036030)

B.A. (HEP) 6th Semester

Under the Mentorship of

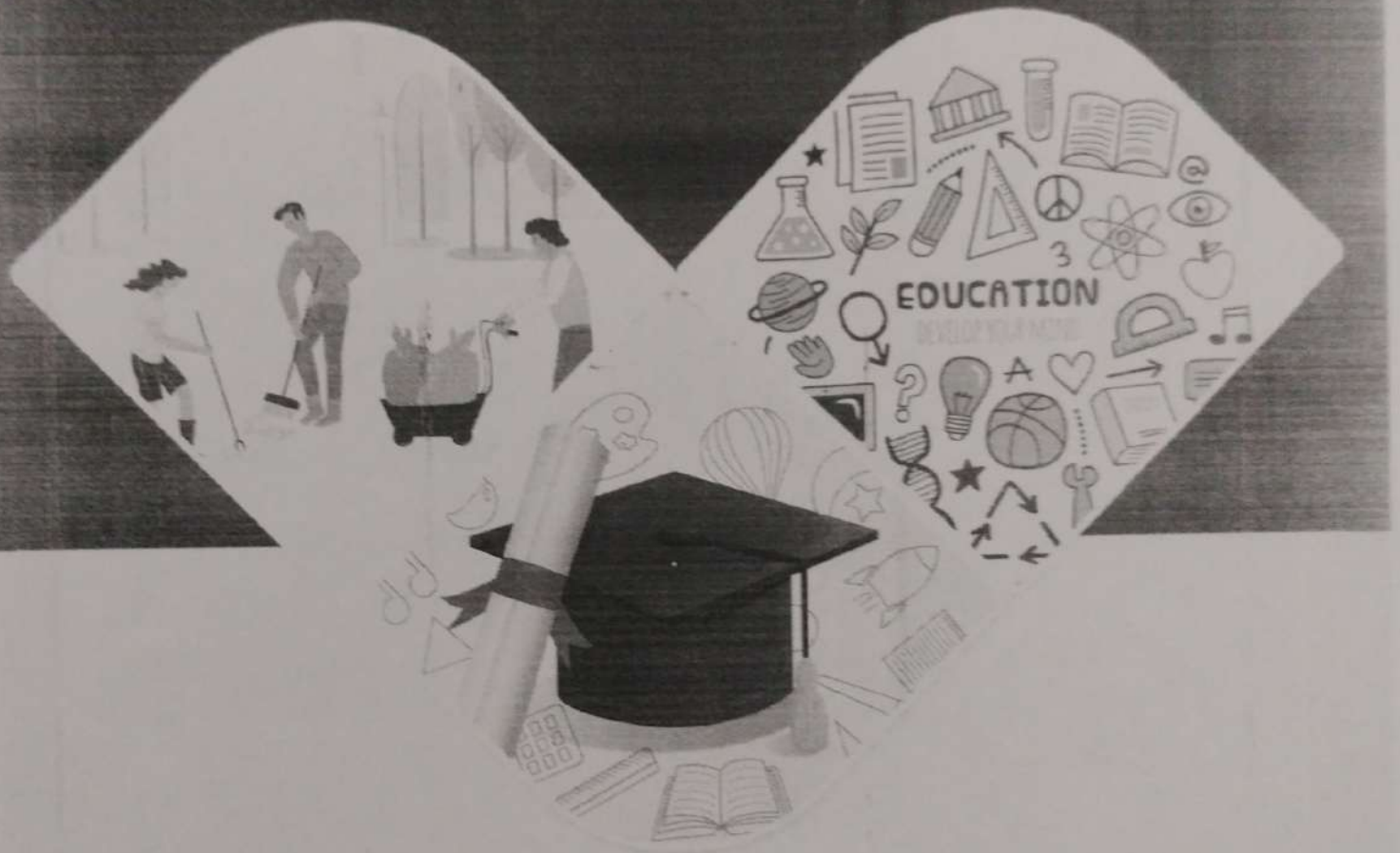
K.REYYAMMA

Lecturer in Political Science
Government Degree College
Narasannapeta

Dr.B.R.Ambedkar University, Srikakulam

2023-2024

Model Program Book



SEMESTER INTERNSHIP

Designed & Developed by



ANDHRA PRADESH
STATE COUNCIL OF HIGHER EDUCATION

(A STATUTORY BODY OF GOVERNMENT OF ANDHRA PRADESH)

Scanned with ACE Scanner

An Internship Report on

4 months internship

(Title of the Semester Internship Program)

Submitted in accordance with the requirement for the

B.A (H.E.P)

degree of

Under the Faculty Guideship of

K. Reyyamma

(Name of the Faculty Guide)

Department of

Govt. Degree college

(Name of the College)

Submitted by:

TANGUDU . MANIKANTA

(Name of the Student)

Reg.No: 2122004036030

Department of B.A

Govt. Degree college

(Name of the College)

DEPARTMENT OF ARTS

GOVERNMENT DEGREE COLLEGE NARASANNAPETA

SRIKAKULAM (DIST)

Dr.B.R. AMBEDKAR UNIVERSITY, SRIKAKULAM

AN INTERN SHIP REPORT ON EDUCATION

NARASANNAPETA, SRIKAKULAM (DISTRICT)

NAME OF THE COLLEGE : GOVERNMENT DEGREE COLLEGE
NARASANNAPETA

DEPARTMENT : DEPARTMENT OF ARTS

NAME OF THE FACULTY GUIDE : K.REYYAMMA

DURATION ON THE INTERNSHIP: 15-02-2024 TO 15-05-2024

NAME OF THE STUDENT : TANGUDU MANIKANTA

PROGRAMME OF STUDY : B.A (HEP)

YEAR OF STUDY : 2023 - 2024

REGISTER NUMBER : 2122004036003

DATE OF SUBMISSION : 15-05-2024

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

I, TANGUDU MANIKANTA a student of Internship
Program, Reg. No. 2122004036030 of the Department of BA, Govt Degree
College do hereby declare that I have completed the mandatory internship
from 15/2/24 to 15/5/24 in M.P.P. School, Jogampeta (Name of
the intern organization) under the Faculty Guideship of
K. Reygarappa (Name of the Faculty Guide), Department
of Government Degree College, Narasannapeta
(Name of the College)

T. Manikanta
(Signature and Date)



Certificate from Intern Organization

This is to certify that TANGUDU MANIKANTA (Name of the intern)
Reg. No 2122004036030 of Govt degree college (Name of the
College) underwent internship in M.P.P. School, Jogampeta (Name of the
Intern Organization) from 15/02/24 to 15/05/24

The overall performance of the intern during his/her internship is found
to be

Satisfactory (Satisfactory/Not Satisfactory).

G. Chandra Shekhar
Authorized Signatory with Date and Seal
HEAD MASTER
M.P.P. SCHOOL
JOGAMPETA-532421
Narasannapeta Mandal



Official Certification

This is to certify that TANGUDU MANIKANTA (Name of the student) Reg. No. 2122004036030 has completed his/her Internship in M.P.P. School, Jogampeta (Name of the Intern Organization) on 4 months internship (Title of the Internship) under my supervision as a part of partial fulfillment of the requirement for the Degree of B.A [H.E.P.] in the Department of Govt. Degree College (Name of the College).

This is accepted for evaluation.

G. Chandrasekhar
(Signatory with Date and Seal)

HEAD MASTER
M.P.P.SCHOOL
JOGAMPETA-532421
Narasannapeta Mandal

Endorsements

Faculty Guide

K. R. Y.amma

NARASANNAPETA
Govt. Degree College
LECTURER

Head of the Department

K. R. Y.amma

NARASANNAPETA
Govt. Degree College
LECTURER

Principal

[Signature]

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

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PROGRAMME BOOK FOR LONG – TERM

INTERNSHIP 2023-2024

EDUCATION, NARASANNAPETA

NAME OF THE STUDENT : TANGUDU MANIKANTA

NAME OF THE COLLEGE : GOVERNMENT DEGREE COLLEGE NARASANNAPETA

REGISTER NUMBER : 2122004036030

COURSE : B.A (HEP)

PERIOD OF INTERNSHIP : 15-02-2024 TO 15-05-2024

NAME & ADDRESS OF THE INTERN ORGANIZATION: MPP SCHOOL, JOGAMPETA

Acknowledgements

This school internship report is the result on end of the way of four months. It would not have been possible without the participations, Assistance of numerous brave courageous, people along the way than I have to thank them all.

First and foremost 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.

I extended my gratitude to my classmates and especially to our group members with whom I started shared my dark days and together we sort out academic and social problems.

ACTIVITY LOG FOR THE FIRST WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	AS it is my First day, I have conducted self - intro-duction for 1st and 2nd classes	It was a great day as a teacher and come to know about students	HEAD MASTER M.P.P.SCHOOL JOGAMPETA-532421 Narasannapeta Mandal
Day - 2	Today as a part of education children go to school and learn english alphabates	Because of there sir saying that reading will be better well	HEAD MASTER M.P.P.SCHOOL JOGAMPETA-532421 Narasannapeta Mandal
Day - 3	Today as a part of education go to school 2nd class students learned some english words.	By this the students are better in english	HEAD MASTER M.P.P.SCHOOL JOGAMPETA-532421 Narasannapeta Mandal
Day - 4	Today as a part of education Digital class for 1st class students for Ramayaram.	By this the 10th class members are exam is better written	HEAD MASTER M.P.P.SCHOOL JOGAMPETA-532421 Narasannapeta Mandal
Day - 5	AS a part of education such a disease about HIV aids for students notified	By this how students should avoid such diseases in education have been given	HEAD MASTER M.P.P.SCHOOL JOGAMPETA-532421 Narasannapeta Mandal
Day - 6	As a part of education letters for small class we wrote	By this if they are written in leazar periods it is still little more will remember.	HEAD MASTER M.P.P.SCHOOL JOGAMPETA-532421 Narasannapeta Mandal

WEEKLY REPORT

WEEK - 1 (From Dt 15-2-24 to Dt 21-2-24)

Objective of the Activity Done:

Detailed Report:

As it is my first day I have conducted self-introduction for the 2nd and 1st class students as a part of education children go to school and English alphabets and because of their saying that reading well education digital class for 2nd and 1st class will see in Ramayanam by this they will help in any situation. Diseases of HIV AIDS for students notified how should avoid such diseases instructions have been given letters for small classes we wrote by this if they are written in leazar periods it is still little more will remember.

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G. Chandra Kumar
HEAD MASTER
M.P.P.SCHOOL
JOGAMPETA-532421
Narasaraopeta Mandal

ACTIVITY LOG FOR THE SECOND WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	As a part of education go to school of the students FA-I marks have been uploaded	By this students as a exam FA-I marks in computer.	HEAD MASTER M.P.P.SCHOOL JOGAMPETA-532421 Narasannapeta Mandal
Day - 2	I want to 2nd class asked them about their goals which was well interactive	I got to know about their life style, goals and problems	HEAD MASTER M.P.P.SCHOOL JOGAMPETA-532421 Narasannapeta Mandal
Day - 3	I taught 2nd class students telugu class by them through sentence	I have managed the students to read in their mother language	HEAD MASTER M.P.P.SCHOOL JOGAMPETA-532421 Narasannapeta Mandal
Day - 4	I have taught the 1st class students some rhymes and moral stories	I come to know about telugu skills	HEAD MASTER M.P.P.SCHOOL JOGAMPETA-532421 Narasannapeta Mandal
Day - 5	I have taught the 1st class for telugu class	I have to come knowledge about mentoring in behavior aspects	HEAD MASTER M.P.P.SCHOOL JOGAMPETA-532421 Narasannapeta Mandal
Day - 6	I have conducted activities for 2nd class students on maths	I have taught a subject in appropriate manner	HEAD MASTER M.P.P.SCHOOL JOGAMPETA-532421 Narasannapeta Mandal

ACTIVITY LOG FOR THE EIGHTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	I have checked about the and class students aware -necess on how to like in as	I have interacted with the students about disciplinary	Gm
Day - 2	I have taught 2nd class students about english basics like every day changes.	I have tried to teach the students about english	Gm
Day - 3	I have conducted a fun activity to the 2nd class students	students are very good	Gm
Day - 4	I have helped the teachers and staff member in this re-works	I tried to solve students problems out a possible level	Gm
Day - 5	I have taught 1st class students about maths basics and try to help them further	I have deal with 1st class students in a digital way	Gm
Day - 6	I have taught us for 1st class in a practical way.	I have increased my communication skills.	Gm

WEEKLY REPORT

WEEK - 8 (From Dt. 4-4-24 to Dt. 10-4-24)

Objective of the Activity Done:

Detailed Report:

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

I have also observed about the school environment, students performance and I have also interacted with them and gave advice, get tried to solve them in other way. The students also have been well performing with good rate.

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G. Chandrasekhar
HEAD MASTER
M.P.P. SCHOOL
JOGAMPETA-532421
Narasannapeta Mandal

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 in education system to complete digital transformation of schools. The Jogampeta M.P.S. School, Narasannapeta Mandal, Srikakulam district, uses devices in the procedure.

The head master updates the information of school through smart phone. They scan of the students for checking every teacher and head master of school female their attendance through the scan method.

There is a smart T.V which can be used for teaching practicing the primary students more than academic system that are followed by our school is very enhance upgraded and enriched in every standards. We have also used that technological devices for our tasks related to internship even when the student are leaving from school it is also recorded under head master vision and is documented.

Gellandharasulu
HEAD MASTER
M.P.S.SCHOOL
JOGAMPETA-532421
Narasannapeta Mandal

Student Self Evaluation of the Short-Term Internship

Student Name: T. Manikanta

Registration No: 2122004036030

Term of Internship: From: 15-2-24 To: 15-5-24

Date of Evaluation: 17-5-2024

Organization Name & Address: Sri Education - MPPS School

Please rate your performance in the following areas:

Rating Scale: Letter grade of CGPA calculation to be provided

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

Date:

T. Manikanta
Signature of the Student

Evaluation by the Supervisor of the Intern Organization

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Student Name: T. Marikante

Registration No: 212200403630

Term of Internship: From: 15-2-2024 To: 15-5-2024

Date of Evaluation: 17-5-24

Organization Name & Address: MPPS School

Name & Address of the Supervisor
with Mobile Number

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

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

Rating Scale: 1 is lowest and 5 is highest rank

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

Date:

G. Venkatesh
Signature of the Supervisor
HEAD MASTER
M.P.P.SCHOOL
JOGAMPETA-532421
Narasannapeta Mandal

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INTERNAL ASSESSMENT STATEMENT

Name Of the Student: TANUJODU . MANI KANTA

Programme of Study: IIIrd BA [H.E.P]

Year of Study: 2021 - 2024

Group: B.A [H.E.P]

Register No/H.T. No: 2122004036030

Name of the College: Govt. Degree College, Narasannapeta

University: Dr. B.R. Ambedkar University

Sl.No	Evaluation Criterion	Maximum Marks	Marks Awarded
1.	Activity Log	10	10
2.	Internship Evaluation	30	28
3.	Oral Presentation	10	10
	GRAND TOTAL	50	48

K. Rey Ramme

Date:

Signature of the Faculty Guide

LECTURER
Govt. Degree College
NARASANNAPETA

EXTERNAL ASSESSMENT STATEMENT

Name Of the Student: TANUJUDU MANIKANTA

Programme of Study: IIIrd B.A (H.E.P)

Year of Study: 2021 - 2024

Group: B.A [H.E.P]

Register No/H.T. No: 2122004036030

Name of the College: Govt. Degree College, Narasannapeta

University: Dr. B.R. Ambedkar University

Sl.No	Evaluation Criterion	Maximum Marks	Marks Awarded
1.	Internship Evaluation	80	78
2.	For the grading giving by the Supervisor of the Intern Organization	20	19
3.	Viva-Voce	50	48
	TOTAL	150	145
GRAND TOTAL (EXT. 50 M + INT. 100M)		200	193

$$145 + 48 = 193$$

Signature of the Faculty Guide

K. Raghavamma
LECTURER
Govt. Degree College
NARASANNAPETA

Signature of the Internal Expert

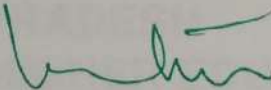
K. Raghavamma

LECTURER
Govt. Degree College
NARASANNAPETA

Signature of the External Expert

L. K. Raghavamma
17.15.2024

Signature of the Principal with Seal


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

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