COMMUNITY
SERVICE
PROJECT

ANDHRA PRADESH
STATE CO
UNCIL OF HIGHER ED
UCATION
(A STATUTORY BODY OF GOVERNMENT OF ANDHRA PRADESH)

DVR & Dr. HS
MIC College of Technology
ISO 9001:2015 Certified Institute
(Approved by AICTE & Permanently Affiliated to JNTUK, Kakinada)
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PROGRAM BOOK
FOR
COMMUNITY SERVICE PROJECT

Name of the Student:

Name of the College:

Registration Number:

Period of CSP: From: To:
From: To:

Name & Address of the Community/ Habitation:

JNTU - KAKINADA
YEAR: _____

Instructions to Students for Community Service Project
Please read the detailed Guidelines on Community Service Project hosted onthe website of AP State Council of Higher Education ************************
Link: ***
%20Community%20Service%20Project.pdf

1. It is mandatory for all the students to complete 180 hours of Community Service Project as a part of the internship/on the job training.
2. Consider yourself a committed volunteer in the community, you work with.
3. Every student should identify the village/community/habitation for Community Service Project (CSP) in consultation with the College Principal/the authorized person nominated by the Principal.
4. Report to the community/habitation as per the schedule given by the College. You must make your own arrangements for transportation to reach the community/habitation.
5. You will be assigned a Faculty Guide from your College. He/She will be creating a WhatsApp group with your fellow volunteers. Post your daily activity done and/or any difficulty you encounter during the programme.
6. You should maintain punctuality in attending the CSP. Daily attendance is compulsory.
7. You are expected to learn about the community/habitation and their problems.
8. Know the leaders and the officials of the community/habitation.
9. While in the project, always wear your College Identity Card.
10. If your College has a prescribed dress as uniform, wear the uniform daily.
11. Identify at least five learning objectives in consultation with your Faculty Guide. These learning objectives can address:
• Information about the community, including the realities and problems of the society.
• Need for creating awareness on socially relevant aspects/programs.
• Acquiring specific Life Skills.
• Learning areas of application of knowledge and technologies related to your discipline.
• Identifying developmental needs of the community/habitation.

12. Practice professional communication skills with team members, and with the leaders and officials of the community. This includes expressing thoughts and ideas effectively through oral, written, and non-verbal communication, and utilizing listening skills.
13. Be regular in filling up your Program Book. It shall be filled up in your own handwriting. Add additional sheets wherever necessary.
14. At the end of Community Service Project, you shall be evaluated by the person in-charge of the community/habitation to whom you report to.
15. There shall also be an evaluation at the end of the community service bythe Faculty Guide and the Principal.
16. Do not indulge in any political activities.
17. Ensure that you do not cause any disturbance to the inhabitants or

households during your interaction or collection of data.

18. Be cordial but not too intimate with the people you come across during your service activities.

19. You should understand that during this activity, you are the ambassador of your College, and your behavior during the community service programme
is of utmost importance.

20. If you are involved in any discipline related issues, you will be withdrawn from the programme immediately and disciplinary action shall be initiated.

21. Do not forget to keep up your family pride and prestige of your College.

22. Remember that you are rendering valuable service to the society and your role in the community development will become part of the history of the community.

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Community Service Project Report
Submitted in accordance with the requirement for the degree of.............

Name of the College:

Department:

Name of the Faculty Guide:

Duration of the CSP: From: To:

Name of the Student:
Programme of Study:
Year of Study:
Register Number:
Date of Submission:

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Student's Declaration

I, , a student of Program,

Reg. No. of the Department of ,

‗ College do hereby declare that I have completed

the mandatory community service from   to   in

   (Name of the Community/ Habitation) under the Faculty

Guideship of , (Name of the Faculty Guide), Department

of in

 College.

(Signature and Date)
Endorsements

CSP- Faculty Guide Head of the Department

Principal

Page No:

Certificate from
Official of the Community

This is to certify that (Name of the Community

Service Volunteer) Reg. No of

 (Name of the College)

underwent community service in

(Name of the Community) from to (Phase-I)

and from to (Phase-II). The overall performance of

the Community Service Volunteer during his/her community service is found to be

 (Satisfactory/Good).

Authorized Signatory with Date and Seal

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Acknowledgements

We wish to express our sincere gratitude to our esteemed
guide   for his valuable
guidance, encouragement and gracious support throughout the work. His valuable
suggestions, effusive co-ordination and encouraging interactions were a great driving
once for us to carry out this Community Service Project.

We are grateful to Head of the Civil

Engineering Department, for his support and permitting us to take up our project
work and to complete the project successfully.

We express our sincere thanks to Principal, DVR &

Dr. HS MIC College of Technology, Kanchikacherla.

We are also thankful to official of the

community, who gives support to us during this work and others who assisted us in
this community project work.

Project Members

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CHAPTER-1
Executive Summary

Cyberattacks have become increasingly sophisticated and prevalent, posing significant threats to individuals, organizations, and governments. The lack of public awareness about cyber threats and security best practices exacerbates this issue, leaving individuals and organizations vulnerable to exploitation. To effectively mitigate these risks, comprehensive public awareness campaigns are crucial. These campaigns should focus on educating the public on a wide range of cybersecurity topics, including common threats such as phishing, malware, and ransomware, as well as essential prevention techniques like creating strong passwords, recognizing and avoiding suspicious emails, and securing personal devices. Furthermore, these campaigns should emphasize the importance of incident response protocols, empowering individuals and organizations to react effectively to cyberattacks and minimize potential damage. A successful public awareness strategy requires a multi-faceted approach, utilizing various channels such as social media, traditional media, educational institutions, and community outreach programs to reach diverse audiences. Tailoring messaging to specific demographics, considering their digital literacy and online behavior, is essential for effective communication. By fostering collaboration between government agencies, private sector organizations, and educational institutions, a collective effort can be made to enhance cybersecurity awareness and cultivate a culture of online safety. Continuous evaluation and improvement of these campaigns are vital to ensure their ongoing relevance and effectiveness in addressing the evolving cyber threat landscape.

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CHAPTER-2
Overview of the Community

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Community Service Part

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CHAPTER-4
ACTIVITY LOG FOR THE FIRST WEEK

Day
&
Date

Brief description of the daily
activity

Learning Outcome

Person In-
Charge
Signature

Day – 1

Day - 2

Day – 3

Day – 4

Day – 5

Day –6

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WEEKLY REPORT
WEEK – 1 (From Dt................ to Dt ....)

Objective of the Activity Done:
Detailed Report:

Page No:

ACTIVITY LOG FOR THE SECOND WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day – 1			
Day - 2			
Day – 3			
Day – 4			
Day – 5			
Day –6			

Page No:

WEEKLY REPORT
WEEK – 2 (From Dt................ to Dt ....)

Objective of the Activity Done:
Detailed Report:

Page No:

ACTIVITY LOG FOR THE THIRD WEEK

Day
&
Date

Brief description of the daily
activity

Learning Outcome

Person In-
Charge
Signature

Day – 1

Day - 2

Day – 3

Day – 4

Day – 5

Day –6

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WEEKLY REPORT
WEEK – 3 (From Dt................ to Dt ....)

Objective of the Activity Done:
Detailed Report:

Page No:

ACTIVITY LOG FOR THE FORTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day – 1			
Day - 2			
Day – 3			
Day – 4			
Day – 5			
Day –6			

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WEEKLY REPORT

WEEK – 4 (From Dt................ to Dt ....)

Objective of the Activity Done:
Detailed Report:

Page No:

ACTIVITY LOG FOR THE FIFTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day – 1			
Day - 2			
Day – 3			
Day – 4			

Day – 5

Day –6

WEEKLY REPORT
WEEK – 5 (From Dt................ to Dt ....)

Objective of the Activity Done:
Detailed Report:

ACTIVITY LOG FOR THE SIXTH WEEK

Day
&
Date

Brief description of the daily
activity

Learning Outcome

Person In-
Charge

Signature

Day – 1

Day - 2

Day – 3

Day – 4

Day – 5

Day –6

WEEKLY REPORT
WEEK – 6 (From Dt................ to Dt ....)

Objective of the Activity Done:
Detailed Report:

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Outcomes Description

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Recommendations and Conclusions

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Student Name:
Registration No:
Period of CSP:
Date of Evaluation:
CHAPTER-7
Student Self-Evaluation for the Community Service Project

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: Signature of the Student

Student Name:
Registration No:
Period of CSP:
Date of Evaluation:
Name of the Person in-charge:
Address with mobile number:
CHAPTER-8
Evaluation by the Person in-charge in the Community / Habitation

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: Signature of the Supervisor

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Photos & Video Links