**9. ANNEXURE**

Internship Log Sheet

Student’s Name: **Anna Grace**

Register number: U19TO22S0002

Company Name: Sadre Solutions

Project Name: Brew-Dah AI Agent

Role: Social Media Content Creator

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| --- | --- | --- | --- | --- | --- |
| **Date** | **Time In** | **Time Out** | **# of Hours** | **Brief Description of the Day’s Activity** | **Mentor’s Initials** |
| 21-4-25 | 01:00 pm | 5:00 pm | 5 | Introduction to Sadre Solutions. |  |
| 22-4-25 | 01:00 pm | 4:00 pm | 4 | Selection and description of the roles. |  |
| 23-4-25 | 01:00 pm | 5:00 pm | 5 | Discussion with the team about the chatbot name and features. |  |
| 24-4-25 | 01:00 pm | 4:00 pm | 4 | Research trending hashtags, themes in AI |  |
| 25-4-25 | 01:00 pm | 5:00 pm | 5 | Finding the best digital tools to use for the internship |  |
| 26-4-25 | 01:00 pm | 4:00 pm | 4 | Conducted customer analysis to analyze Sadre Solutions social media handles in Instagram, LinkedIn and X |  |
| 28-4-25 | 01:00 pm | 5:00 pm | 5 | Creation of Teaser Video |  |

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| 29-5-25 | 01:00 pm | 4:00 pm | 4 | Creating posts |  |
| 30-5-25 | 01:00 pm | 5:00 pm | 5 | Creating posts |  |
| 02-5-25 | 01:00 pm | 5:00 pm | 5 | Created a content calendar schedule |  |
| 03-5-25 | 01:00 pm | 4:00 pm | 4 | Created a performance plan for the social media accounts |  |
| 05-5-25 | 01:00 pm | 6:00 pm | 6 | Testing and approval of the Internship mentor |  |
| 06-5-25 | 01:00 pm | 6:00 pm | 6 | Documentation of the project. Submission of the Project. |  |

Student Signature:

Mentor Signature:

HOD-Computer Applications. Principal