



(An Autonomous Institution under MHRD, Government of India)

Melakottaiyur, Off Vandalur-Kelambakkam Road, Chennai-600127

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No. F. Acad/ Jan-May 2021/Internship/1

31/05/2021

CIRCULAR

INTERNSHIP PROGRAMME

Dear Students,

As mentioned in the Academic calendar, hope that all the current third year B Tech and fourth year Dual Degree students have already started working for the Summer Internship. All students are required to provide the details of Internship by filling up the Google form below.

<https://forms.gle/fmZxms4g1VDMEN2TA>

It should be noted that Internship is to be executed for 05 Months which carry 05 credits and will contribute towards the CGPA calculation. The period of internship is from 10.05.2021 to 10.10.2021 and the students are advised to rejoin the Institute on 11.10.2021.

The students are required to submit a report to the HoD/Faculty Coordinator after the successful completion of Internship for evaluation. The template for Internship report is available on the Institute website (<https://www.iiitdm.ac.in/Academics/forms.php>).

All are required to adhere to the above instructions.

Sd/-
Joint Registrar (Academics)

Sd/-
Dean (Academics)

To:

1. Students concerned through email.
- Copy to (through email):
 1. All Faculty members; HoDs
 2. Faculty Coordinator, Placements
 3. Director (for information)

Additional guidelines for Internship

- Internship provides an opportunity to learn in industrial environment without being an employee of the company and enables the interns to understand how companies work, build new contacts, develop a network and most importantly work on real-life projects executed within the company.
- The time and training a company is willing to devote for you, type of products, value addition and services offered by the company in relation to what you want to learn, technologies employed by the company with respect to what you want to master etc. should be the criteria while choosing the companies.
- However, considering the pandemic, most of the students might be working from home. Within the limitations, the students are advised to set the goals and focus on completing them during the internship.
- Further, as the situation is not that conducive to achieve internships at companies, some of you would be working with Institute faculty members for the Internship.
- As such, it is a great opportunity to learn and explore a new research topic and contribute significantly with a tangible outcome.
- Such students in fact get ONE year to work on the topic, as the same work could be continued for Design Project and Final Project as well.
- Please ensure that the contents/work that will be included in internship report should not be part of the final thesis as both are different courses and separately graded with distinctly certified documentation.
- **Whatever be the case, face all challenges with enthusiasm, positive attitude and inquisitive mind to gain maximum knowledge and exposure.**
- **Demonstrate honesty, punctuality and willingness to learn during the internship program and avoid negativity.**
- After completion of Internship, the student should prepare a comprehensive report to indicate what one has observed and learnt in the training period. Daily/weekly reports will also help to a great extent in writing the final industrial/research report. The Internship report will be evaluated on the basis of following criteria:
 - **Originality.**
 - **Adequacy and purposeful write-up.**
 - **Organization, format, drawings, sketches, style, language etc.**
 - **Variety and relevance of learning experience.**
 - **Practical applications, relationships with basic theory and concepts taught in multiple courses of the curriculum**