



Dr. A.E.R Degree & PG Colleges

Affiliated to S.V. University, Tirupati
ICET; AERM | PGCET; AER



Program Book – Long Term Internship

**BACHELOR OF COMMERCE
[B.COM(COMPUTER APPLICATIONS)]
SRI VENKATESWARA UNIVERSITY**

**DR.A.E.R. DEGREE & P.G COLLEGE
#160,Varadaraja Nagar,K.T. Road, Tirupati-517501**



BY

KOMMINENI REKHA CHOWDARY

(Reg.no. 0221028038)

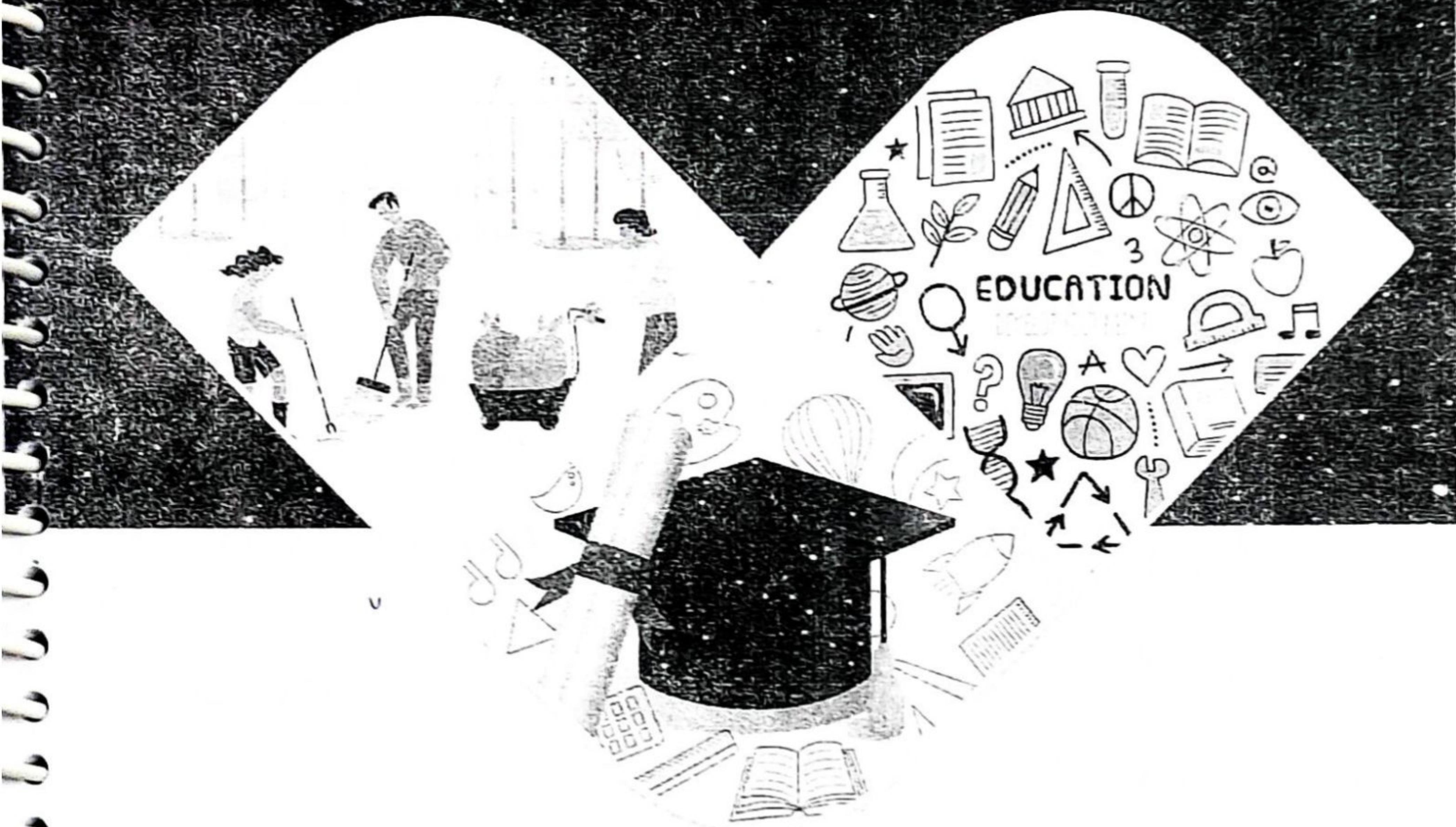
Group : B.com(CA)

Year : III year – 5th semester

**AP STATE COUNCIL OF HIGHER EDUCATION
(A STATUTORY BODY OF GOVERNMENT OF ANDHRA PRADESH)**



Model Program Book



SEMESTER INTERNSHIP

Designed & Developed by



**ANDHRA PRADESH
STATE COUNCIL OF HIGHER EDUCATION**

(A STATUTORY BODY OF GOVERNMENT OF ANDHRA PRADESH)

**PROGRAM BOOK FOR
SEMESTER INTERNSHIP**

Name of the Student: Kommineni Rekha Chowdary

Name of the College: Dr. A.E.R. Degree | PG College

Registration Number: 0221028038

Period of Internship: 240 hrs **From:** December-2022 **To:** May-2023

Name & Address of the Intern Organization :

Aqua Group - TEXMO - Sri Ganesh Electricals
Netaji Road
Tirupati

Sri Venkateswara University

YEAR: 2022-2023

An Internship Report on

Long Term Physical (Sales Accounts) Internship

(Title of the Semester Internship Program)

Submitted in accordance with the requirement for the degree of
B.Com (Computer Applications)

Under the Faculty Guideship of

Dr. M. Esanna Reddy

(Name of the Faculty Guide)

Department of COMMERCE

Dr. A.E.R. Degree | PG College

(Name of the College)

Submitted by:

Kommineni Rekha Chowdary

(Name of the Student)

Reg.No: 0991098038

Department of Commerce

Dr. A.E.R. Degree | PG College

(Name of the College)

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, Kommineni Rekha Chowdary a student of B.com (Computer Applications) Program, Reg. No. 0221028038 of the Department of Dr. A.E.R Degree | PG College do hereby declare that I have completed the mandatory internship from December - 2022 to May - 2023 in Aqua Group TEXMO (Name of the intern organization) under the Faculty Guideship of Dr. M. Eswaria Reddy (Name of the Faculty Guide), Department of Commerce, Dr. A.E.R Degree | PG College (Name of the College)

 15/05/2023
(Signature and Date)

Official Certification

This is to certify that Kommineni Rekha Choudary (Name of the student) Reg. No. 0921028038 has completed his/her Internship in Aqua Group TEXNO (Name of the Intern Organization) on Long term physical (Sales-Accounts) (Title of the Internship) under my supervision as a part of partial fulfillment of the requirement for the Degree of B.com (CA) in the Department of Dr. A.E.R. Degree PG College (Name of the College).

This is accepted for evaluation.

S. Akhil Ansari
(Signatory with Date and Seal) N/O

Endorsements

M. S

Faculty Guide



M. Sivasankar
HEAD
Head of the Department
DEPARTMENT OF COMMERCE
Dr. A.E.R. DEGREE / P.G. COLLEGE
TIRUPATI

R. Rajaram
PRINCIPAL
Dr. A.E.R. Degree College
TIRUPATI

Certificate from Intern Organization

This is to certify that Kommineni Rekha chowdary (Name of the intern)
Reg. No 0221028038 of Dr. A.E.R Degree I PG College (Name of the
College) underwent internship in TEXMO - Sri Ganesh Electricals (Name of the
Intern Organization) from December - 2022 to May - 2023

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

Authorized Signatory with Date and Seal



SRI GANESHA ELECTRICALS
"TEXMO" DEALERS
No.34, Nethaji Road
TIRUPATI-1, Ph:2221184

Acknowledgements

First, I wish to Express my Sincere gratitude to my Principal Sir, Mr. Vijay Bhaskar Reddy guru for Providing me an Opportunity to do my internship. It was an Unique Experience. This internship period was a great chance of learning and Professional Development.

Next, I Express my deepest Sense of gratitude to Mr. Eswara Reddy Guru, Director of Dr. A.E.R Degree | PG College for Providing me an Opportunity to do this Internship.

I also Express my deepest thanks to My Nodal officer and College Incharge, Mr. S. Akhil Ansari Guru for giving necessary advice and guidance. He had arranged all facilities to make my internship Programme more Meaningful.

I Sincerely thank Mr. Sudhakar Naidu Guru, Owner of Texmo Company (My Organization for Internship) who Supported me a lot in Completing the Internship. Finally, I would like to Extend my deep gratitude towards my family and my friends for their Support in Carrying out this work Successfully.

Contents

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- 3) Roles and Responsibilities ; Organizational Structure.
- 4) Performance and future plans of the Organization

Chapter- 3 : Internship Part

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- 5) Skills Acquired.

Chapter-4 : Activities.

- 1) Activity log for the First Week - Weekly Report of Week-1
- 2) Activity log for the Second Week - Weekly Report of Week-2
- 3) Activity log for the Third Week - Weekly Report of Week-3
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- 9) Activity log for the Ninth Week - Weekly Report of Week-9
- 10) Activity log for the Tenth Week - Weekly Report of Week-10
- 11) Activity log for the Eleventh Week - Weekly Report of Week-11
- 12) Activity log for the Twelfth Week - Weekly Report of Week-12
- 13) Activity log for the Thirteenth Week - Weekly Report of Week-13
- 14) Activity log for the Fourteenth Week - Weekly Report of Week-14
- 15) Activity log for the Fifteenth Week - Weekly Report of Week-15

Chapter- 5 : Outcomes Description

- 1) Work Environment I have Experienced.
- 2) Acquired Real-time technical Skills.
- 3) Managerial Skills Acquired.
- 4) Communication Skills improved.
- 5) Enhanced Abilities
- 6) Technological Developments

- Evaluation by the Supervisor of the Organization.
- Photos
- Internal & External Evaluation for Semester Internship:
 - a) Objectives
 - b) Assessment Model
- Internal Assessment Statement.
- External Assessment Statement.

CHAPTER 1: EXECUTIVE SUMMARY

The internship report shall have a brief 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.

The long-term Internship is provided by Aquagroup - TECMO - Sru
Ganesha Electricals through APSCHE-Lms Portal.

Learning Objectives of the Internship :-

- 1) Critical thinking and Problem Solving
- 2) Time Management
- 3) Leadership and Flexibility.
- 4) Adaptability and Technology.
- 5) Organization and planning

Learning Outcomes of the Internship :-

- 1) Communication Skills
- 2) Professional behavior and knowledge.
- 3) Specific Skill-building.
- 4) Computer, technology skills and Project-related Skills.
- 5) Employability - Enhancing Activities.

Brief Description of the Organization :—

The Texmo group is a global Company. Texo industries has been at the forefront and been the Pace Setters in the Electronic motor and agricultural pump Industry. Texmo primarily started to serve the nascent textile motor market. Texmo has a wide network of Company branches and dealers making it possible for customers to be able to make use of the products and services in every part of the country. The goal is to make them approachable as possible and to respond to customers as quickly as possible.

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 to 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.

Introduction of the Organization :—

Texmo Company is a public limited Company, incorporated on 3rd July 2008 by the conversion of Shree Mohit Industries which was a fast Emerging and Spearheading Industry an associate of Shree Balaji Industries established Since 1988 at Burhanpur (Madhya Pradesh).

It is an ISO Certified with NSE, BSE listed Company, and Share almost 30 years of expertise in quality and Services to the Customers and dealers.

They have developed their Self gradually and Steady by Continuously increasing the Product range from Agriculture to Sanitary and Commercial From 1988 till today. This Company is equipped with Professionally managed team of Skilled Operators and Marketing Personnels.

Vision, Mission, Values and Policy of the Organization :-

Vision : Fortified and Extended the bridge and Created even more Employment.

Mission : To Increase green cover across the Country.

Values : Loyalty ; Honesty ; Trust ; Accountability and Simplicity.

Policy : Code of Conduct (Mobile phone policy ; Internet and Email Policy).

Roles and Responsibilities ; Organizational Structure :-

The Role and responsibility of an Organization are Planning ; Organizing ; Leading and Controlling. The Organizational Structure includes the Company delegate roles, responsibilities, job functions, accountability and decision-making Authority.

Performance and Future Plans of the Organization :-

The Performance of the Organization is excellent on basis of Sales ; Communication / Interaction and Quality too.

The future plan of the Organization is to Increase the Number of branches and Even increasing the products With best Quality and reasonable price.

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.

Activities | Responsibilities of the Organization :-

The activities and Responsibilities that I have performed during this Internship in my Organization are : 1) Answering the phone.
2) Order Processing.
3) Customer Relations.
4) Product and Delivery Complaint Response.

Working Conditions :-

The Working Conditions of the Organization are flexible and have a good relationship with the Co-workers. The Working Environment of the Organization is Very admirable. The Organization Contains :-

- 1) Space
- 2) Temperature
- 3) Lighting
- 4) Humidity
- 5) Welfare Facilities.

Equipment Used :-

The Equipment Used in the Organization for the purpose of Completing internship are : 1) Smartphone
2) laptop
3) Record Books (for accounting)
4) Log Book.

Tasks Performed :-

In the internship done in the Organization, the tasks that I performed are : 1) Day-to-day Work.
2) Attending client Visits.
3) Data Entry.
4) Accounting.
5) Maintaining Records.

Skills Acquired :-

The Skills that I have acquired by this internship done in the Organization are :- 1) Accounting Skills
2) Communication Skills
3) Leadership Skills
4) Problem Solving Skills
5) Creativity Skills.

ACTIVITY LOG FOR THE FIRST WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Taking a Permission letter from the College Management	Format of a Permission letter.	P. Zayt
Day - 2	Submitting the permission letter in the Organization.	Process of Submitting the Permission Letter.	P. Zayt
Day - 3	Taking / Collecting the Request letter from the Organization	Format of a Request Letter	P. Zayt
Day - 4	Submitting the Request letter in the College	Process of Submitting the Request Letter.	P. Zayt
Day - 5	knowing the guidelines of the work to be done.	Guidelines of the Work to be Done	P. Zayt
Day - 6	Explaining the Process of Work to be done by me to the Organization Members.	Awareness of Work to the Members of the Organization.	P. Zayt

WEEKLY REPORT

WEEK - 1 (From Dt. 01/12/2022 to Dt. 06/12/2022)

Objective of the Activity Done: Preparation of Permission and Request Letters

Detailed Report:

In the first week, I have started my process in doing the internship. For that, I have selected an organization and then, I have collected the permission letter from the college management that is to be provided to the organization.

After that, I have submitted that permission letter in the organization and collected the request / acceptance letter from the organization that is to be provided / submitted in the college.

I have submitted the request or acceptance letter in the college and collected the guidelines of the work to be done in the organization.

Finally, I explained the process of work to be done by me in the organization to the members of the organization.

ACTIVITY LOG FOR THE SECOND WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Visiting the Organization	Outline of the Organization.	P. Zaytsev
Day - 2	Knowing the details of the Organization	Complete information of the Organization	P. Zaytsev
Day - 3	Verifying the Company Profile	Information about the Company Profile.	P. Zaytsev
Day - 4	Getting Details of the Organization through Website.	Information about the Organization through Website	P. Zaytsev
Day - 5	Collecting the Opinions of the Customers	Communication Skills by Communicating With Customers.	P. Zaytsev
Day - 6	Collecting the Reviews from Online Website.	Technical Skills.	P. Zaytsev

WEEKLY REPORT

WEEK - 2 (From Dt. 98 | 12 | 2022. to Dt. 13 | 12 | 2022.)

Objective of the Activity Done:

Details of the Organization

Detailed Report:

In the Second Week, I have Started Collecting the details of the Organization. Firstly, I had Visited the Organization to know the Outline of the Organization.

By Visiting the Organization, I Came to know the details of that Organization by that I got the complete information of the Organization.

I have started verifying the Company profile through online and offline by which I come to know the information about the Company profile.

By the Website Search, I got the details of the Organization and Started Collecting the Opinions from the Customer by that I gained the Communication Skills.

Finally, I have Collected the Reviews through Online Website by that I gained Technical Skills too.

ACTIVITY LOG FOR THE THIRD WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Information about the Employees and Employers	Communication Skills by Communicating	P. Sengupta
Day - 2	Collecting the details of the Working Employees.	Complete Information about the Employees.	P. Sengupta
Day - 3	Details of the Work done by the Employees	Time Management	P. Sengupta
Day - 4	Knowing the Positions Filled With the Organisation	Positionship Details	P. Sengupta
Day - 5	Details of Working Managers	Working process of a Manager	P. Sengupta
Day - 6	Details of Labour System	Time Management and Working process System	P. Sengupta

WEEKLY REPORT

WEEK - 3 (From Dt. 15|12|2021 to Dt. 20|12|2021)

Objective of the Activity Done:

Employees and Employers Information

Detailed Report:

In the Third Week, I have Started Collecting the information about the Employees and Employers Working over there. By that Collecting, I have gained the Communication Skills through Communication.

After that, I have collected the details of work that is being done by Employers by that I came to know the working conditions and Time Management.

I have collected the details of the business and dealers involved with this Organization by that I gained some knowledge about partnership.

Finally, I have gathered the information about about the working Managers and the details of labour system.

ACTIVITY LOG FOR THE FORTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Knowing the details of the products.	Product Details	P. <u>Zayn A</u>
Day - 2	Types of Products Sold	Product Sale / Sale of Product	P. <u>Zayn A</u>
Day - 3	Quality of Products	Maintenance of the Products	P. <u>Zayn A</u>
Day - 4	Arrangement of Products	Atmosphere of the Organization	P. <u>Zayn A</u>
Day - 5	Quantity of Products	Details of the Products Stored.	P. <u>Zayn A</u>
Day - 6	Products Sold for a Day.	Details of the Sales being Done	P. <u>Zayn A</u>

WEEKLY REPORT

WEEK - 4 (From Dt. 22/12/2022, to Dt. 27/12/2022)

Objective of the Activity Done: Product - Details.

Detailed Report:

In this Forth Week, I have Started Collecting and knowing the details of the products. By the process done in the forth week, I finally came to know the :-

- 1) Type of products Sold
- 2) Quality of products
- 3) Arrangement of products
- 4) Quantity of products
- 5) Products Sold -For a day.

The products that are available in that Organization are :-

- 1) Motors
- 2) Starters
- 3) Cables
- 4) Pipes.

The Quality and Quantity of the products is Very excellent

ACTIVITY LOG FOR THE FIFTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Import of Products	Process of Importing the Products	P. Zayt
Day - 2	Details of places from Where Products Were Imported	Places of Products being Produced	P. Zayt
Day - 3	Process of Importing	Importing Manner	P. Zayt
Day - 4	Quantity of Products Imported	Amount of Products Required	P. Zayt
Day - 5	Types of Products imported	Products being Imported	P. Zayt
Day - 6	Manpower Required for Importing the products.	Usage of Manpower	P. Zayt

WEEKLY REPORT

WEEK - 5 (From Dt. 29/12/2022 to Dt. 03/01/2023)

Objective of the Activity Done: Import of products

Detailed Report:

In the fifth week, I have collected the details of the products that are to be imported. The import of products can be done on the basis of needs/ Requirements. Even, high Quantity of products can also get imported, as they can be stored in the Godown.

The import of products includes :-

- 1) Process of Importing.
- 2) Quantity of products
- 3) Places from where the
- 4) products were produced
- 5) Types of products
- 6) Manpower Required.

The products were mainly imported from the places like :-

- 1) Coimbatore
- 2) Chittoor
- 3) Hyderabad
- 4) Odisha.

The process of import can be done through :-

- a) Roadway
- b) Railway
- c) Waterway

ACTIVITY LOG FOR THE SIXTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Knowing the Process of Accounting	Accounting process	P. Zayt
Day - 2	Process of Opening Accounts	Information about Opening Accounts	P. Zayt
Day - 3	Process of closing Accounts	Calculation of closing Accounts	P. Zayt
Day - 4	knowing about the taxation System	Preparation of taxation	P. Zayt
Day - 5	Percentage of Payment of tax to the Government	Calculation of Taxes	P. Zayt
Day - 6	Process of Paying the taxes and any other Expenses	Calculation of Expenses and Tax Process	P. Zayt

WEEKLY REPORT

WEEK - 6 (From Dt.05/01/2023 to Dt.10/01/2023)

Objective of the Activity Done: Accounting Process

Detailed Report:

In the Sixth Week, I have Started knowing the process of Accounting and its process too. The process of accounts is Very Simple and it is Very Easy to record the required information.

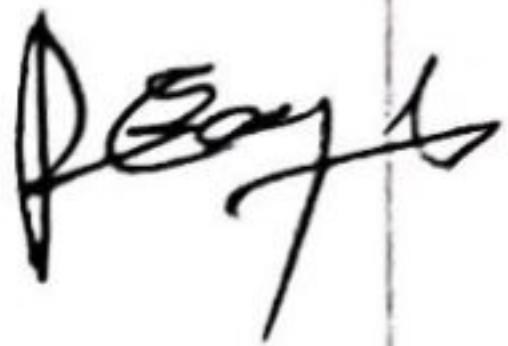
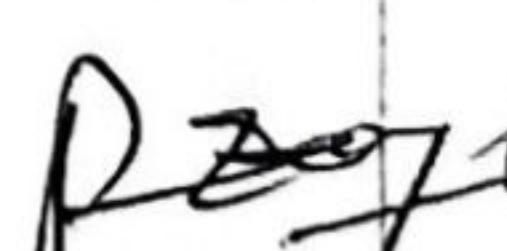
The accounting process includes the :-

- 1) Process of Opening accounts
- 2) Process of closing accounts

By the process of accounting, I have Even Started knowing about the taxation System too. The taxation System gives and make Us to know about the percentage of payment of tax to the Government.

Finally, by the accounting process and the taxation System, I Came to know about the process of paying the taxes and any other expenses incurred.

ACTIVITY LOG FOR THE SEVEN WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Preparation of details of the Stock to get Imported	Preparation of details for the import of Stock.	
Day - 2	Talking to Sales Executives of the Consolidated Companies	Communication Skills	
Day - 3	Making Contract / Deal with the Organizations / Companies	Interaction Skills	
Day - 4	Payment of Advance to the Exporting Companies	Process of making the Payment transaction	
Day - 5	Preparing Arrangements for the Stock getting imported	Making the Environment clean	
Day - 6	Importing the Stock according to the arrangements Done.	Checking the details of the Imported Stock.	

WEEKLY REPORT

WEEK - 7 (From Dt. 16/01/2023, to Dt. 21/01/2023)

Objective of the Activity Done: Importing the Stock

Detailed Report:

In the Seventh Week, according to instructions given and work allotted by the Management, I had prepared the details of that Stock which is to be imported.

To import the Stock, we need to follow some Rules and Regulations like :

- 1) Preparing the details of Required Stock
- 2) Talking to the Sales Executives of the Company Extended to Export the Stock.
- 3) Making a Contract | Agreement | Deal in Order to get the Stock with a required Company.
- 4) paying Some amount as advance to the Exporting Company.
- 5) Preparing Arrangements for the Stock that is getting imported.
- 6) Importing the Stock according the arrangements done.

ACTIVITY LOG FOR THE EIGHTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Collecting the details of the Motors	Stock and Sale of the Motors	P. S. Ray
Day - 2	Purpose of Motors	Details of Motor	P. S. Ray
Day - 3	Usage of Motors	Utilization of the Motors	P. S. Ray
Day - 4	Types of Motors	Different Models of Motors	P. S. Ray
Day - 5	Quality of Motor Products	Maintenance of the Quality of Product	P. S. Ray
Day - 6	Fixation of Price to the Motors.	Process of Price Fixation	P. S. Ray

WEEKLY REPORT

WEEK - 8 (From Dt. 23 | 01/10/2023 to Dt : Dt 28 | 01/10/2023)

Objective of the Activity Done: To Impression About Mötzens

Detailed Report:

In the eighth week, as a part of accounting, I have collected the Stock details of Motors. By that details collected, I came to know the amount of Stock imported and amount of sales being done.

To know the complete information about the motors, I have started knowing about :-

- 1) Details of Motors
- 2) Purpose of Motors
- 3) Usage of Motors
- 4) Types of Motors
- 5) Quality of Motors

As I have known all the information about the
motors, I had assigned to fix a price to the Motors by
the Management by which I have gained the knowledge
about the process of price fixation to a product.

ACTIVITY LOG FOR THE NINETH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Process of Importing the Pipes from the place of Production	Process Management and Communication Skills	P. Zengj
Day - 2	Making the list about UPVC Pipes	Usage of UPVC Pipes	P. Zengj
Day - 3	Collecting the details of CPVC Pipes	CPVC Pipes Usage	P. Zengj
Day - 4	Making a list of GM Pipes	Process of Using GM Pipes	P. Zengj
Day - 5	Preparation of Connector Pipes Stock details	Usage of Connector Pipes	P. Zengj
Day - 6	Calculating the Stock Imported and the Stock Sold	Profit / loss of the Stock imported	P. Zengj

WEEKLY REPORT

WEEK - 9 (From 01/02/2023, to 06/02/2023)

Objective of the Activity Done: Details of pipes.

Detailed Report:

In the Ninth Week, as a part of Organization, Even the pipes were also included in the Stock and the Sale is also being done.

The type of pipes that were being sold in this Organization are :-
1) UPVC
2) CPVC
3) GM
4) Connectors

The pipes are mainly imported from Hyderabad, Orissa (Odisha - Indian State). A pipe is a tubular section or hollow cylinder, usually but not necessarily of circular cross-section. They are mainly used to convey substances which can flow liquids and gases (fluids), slurries, powders and masses of small solids.

UPVC : Unplasticized polyvinyl chloride.

CPVC : Chlorinated polyvinyl chloride

GM : General Merton pipes

Connector : Used to connect two or more pipes.

ACTIVITY LOG FOR THE TENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Details Collection about the 0.5HP Motor	Usage of 0.5HP Motor	P. Zayt
Day - 2	Details of Water Motor	Benefits of Water motor	P. Zayt
Day - 3	List of details Regarding 1HP Motor	1HP Motor Usage	P. Zayt
Day - 4	2HP Motor Details Collection	Usage of 2HP Motor	P. Zayt
Day - 5	Details of Electronic Motors	Utilization of Electronic Motors	P. Zayt
Day - 6	Number of Products Sold Calculation (Day / Week)	Profit / Loss incurred by the Sales Done.	P. Zayt

WEEKLY REPORT

WEEK - 10 (From Dt. 08/02/2023 to Dt. 13/02/2023)

Objective of the Activity Done: Types of Motors

Detailed Report:

In the Week-10, I have collected the details about the types of Motors. There are different types of motors which are useful for different purposes.

The types of Motors that were sold in this Organization are :-

1) Water Motor

2) 1 HP

3) 2 HP

4) Electronic Motor etc.,

A motor is a device used to convert Electrical Energy into Mechanical Energy. Mainly, the Motors will be of 2 types. They are AC Motor and DC Motor.

AC motors are mainly classified into three types, they are :-

- a) Synchronous Motor
- b) Induction Motor
- c) Linear Motor

DC Motors are mainly classified into three types, they are :-

- a) Series
- b) Shunt
- c) Compound

ACTIVITY LOG FOR THE ELEVENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Preparing the list of Workers and Employers	Work done by the Employers	P. Zangla
Day - 2	List of Salaries Given	Distribution of Salary.	P. Zangla
Day - 3	Calculation of Bonus Provided	Bonus Calculation	P. Zangla
Day - 4	List of Incentives being Provided	Calculation of Incentives	P. Zangla
Day - 5	Calculation of Wages Provided to the labour	Wages Calculation	P. Zangla
Day - 6	Replacing the Staff with daily labour (in case of leave)	Staff Replacement	P. Zangla

WEEKLY REPORT

WEEK - 11 (From Dt. 15/02/2023. to Dt 20/02/2023)

Objective of the Activity Done:

Salaries and Wages Distribution

Detailed Report:

In the Eleventh Week, as the Organization lead incharge instructed me to make the list of details regarding the distribution of Salaries and Wages, I have started collecting the details of workers and employees and employers of the Organization.

In Order to know the details of distribution of Salaries and Wages, I have collected the details of :-

- 1) List of Workers ; Employees and Employers
- 2) List of Salaries Paid | Given
- 3) Calculation of Bonus provided
- 4) List of Incentives Provided
- 5) Calculation of Wages Provided.

Sometimes, if the Workers are in leave, then they will be replaced with daily labour and day wise labour charges i.e., daily wages will be paid.

By the above Collected information / details, I have prepared the list of Distribution of Salaries and Wages in a easier Manner.

ACTIVITY LOG FOR THE TWELVETH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Collecting the details of Cables	Information about Cables	P. Zayt
Day - 2	Purpose of Cables	Usage of Cables	P. Zayt
Day - 3	Details of Starters	Starters Information	P. Zayt
Day - 4	Purpose of Starters	Starters Utilization	P. Zayt
Day - 5	Sale of Cables	Profit Loss on Sale	P. Zayt
Day - 6	Starters Sale	Profit Loss on Sale of Starters	P. Zayt

WEEKLY REPORT

WEEK - 12 (From Dt. 22/02/2022 to Dt. 27/02/2022)

Objective of the Activity Done: Details of Cables and Starters

Detailed Report:

In the Twelfth Week, I have collected the details about the cables and starters as a part of entry to be made in the books of accounts.

The cables that are used for Motors are PVC Cable (Polyvinylchloride). PVC cable is widely used in the Electrical Construction for insulation, bedding and Sheathing.

Starters are used for Motors that are LSP (Larsen & Toubro) which are used as current boards. These starters made the work easy and it is very safe and secure too.

Starters can be 5 types :-

- 1) Direct on Line
- 2) Rotor Resistance
- 3) Station Resistance
- 4) Auto Transformer
- 5) Star Delta

The sale of cables and starters is good and it gives mostly profit but not loss by its sale.

ACTIVITY LOG FOR THE THIRTEENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Format of an Account	Structure of an account	Perry
Day - 2	Expenditure Incurred	Expenses Made	Perry
Day - 3	Controlling of Expenditure	Control techniques for expenditure	Perry
Day - 4	Benefits of accounting	Accounting Uses	Perry
Day - 5	Creation of Profit & Loss account	Profit / Loss being Incurred	Perry
Day - 6	Petty Cash book Preparation	Process of Preparing petty Cash book	Perry

WEEKLY REPORT

WEEK - 13 (From 01/03/2023, to 06/03/2023)

Objective of the Activity Done: Accounts

Detailed Report:

In the Thirteenth Week, as a part of accounting, I had made some entries by the details and information that is collected in all the previous weeks.

The information that I have collected made me to make accounting entries in an easier manner. To form or prepare an account, I made the following :-

- 1) Knowing the format of an account
- 2) Expenditure Incurred.
- 3) Controlling the expenditure
- 4) Creation of profit & loss account
- 5) Preparation of petty cash book.

By the help of Stock details and the Expenses or expenditure being incurred or made will make the work of accounts easy and it is secure and safe.

ACTIVITY LOG FOR THE FOURTEENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Calculation of Cash at bank	Bank Balance	P Zayt
Day - 2	Cash in Hand Calculation	Cash Balance	P Zayt
Day - 3	Sales and Stock Calculation	Profit Loss by Sales on Stock.	P Zayt
Day - 4	Calculation of Credit Sales	Credit Sales being Done	P Zayt
Day - 5	Bad Debts Calculation	Amount of Bad debts	P Zayt
Day - 6	Calculation of Depreciation	Process of the Depreciation Calculation	P Zayt

WEEKLY REPORT

WEEK - 14 (From Dt. 08/03/2023 to Dt. 13/03/2023.)

Objective of the Activity Done: Balances Calculation

Detailed Report:

In the Fourteenth week, according to the instructions given the Organization head / Manager, I have started calculating the amount balances.

To calculate the amount balances, I have collected the details and information about :-

- 1) Cash at Bank
- 2) Cash in hand
- 3) Sales Calculations
- 4) Stock Calculation
- 5) Credit Sales
- 6) Bad debts ; Depreciation

By the details and information that I have collected for calculation of amount of balances made my work very easy.

The balance of the Organization is sufficient and it is not having any loss or negative Balance.

ACTIVITY LOG FOR THE FIFTEENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Calculation of Assets and Liabilities	Amount of assets and liabilities	P. Zaynab
Day - 2	Tally Procedure for Journal Entry	Journal Entry	P. Zaynab
Day - 3	Tally Procedure for ledger	ledger Making	P. Zaynab
Day - 4	Tally Procedure for Vouchering	Vouchering process	P. Zaynab
Day - 5	Calculation of GST and Tax	Amount of GST and tax to be paid	P. Zaynab
Day - 6	Final Report Submission	Complete Accounting Process	P. Zaynab

WEEKLY REPORT

WEEK - 15 (From Dt. 15/03/2023 to Dt. 20/03/2023)

Objective of the Activity Done: Final Report Submission

Detailed Report:

In the Week-15, the Incharge of Organization had assigned the work to make a final Report and Submit it. To make a final Report, I have collected the details of the :-

- 1) Calculation of Assets
- 2) Liabilities Calculation
- 3) Journal Entry With Tally
- 4) Tally procedure for ledgers
- 5) Voucherizing
- 6) GST and Tax Calculation

The above details and the information that I have Collected in the previous Fourteen Weeks made me to prepare the Final Report in an Easy Manner and Simplified my Work in less time.

As, I have made a final Report Submission according to the needs and Requirements required to the Organization Lead / Incharge, he had got admiring to the work that I have done and appreciated me with providing an Certificate of Completion.

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.)

Aqua Group - Texmo :-

I have Experienced Texmo Organization. Texmo is a Company / Organization that had provided the free physical internship Program for us to learn and understand and to develop our knowledge and Skills too.

Texo is an Aqua Group that has an Authorised Dealer named Sri Ganesha Electricals. Texmo is an Organization Which is present Since 1971.

Work Environment :-

Texo is the Organization Which really Provides all the facilities and Comforts to the Interns and Even to the Workers. By that facilities and Comforts Were being Provided by the Organization, Interns Can be free to Learn and to do the Work and Even to learn the Work also.

People Interactions :-

Texmo Organization Members had Conducted Some Weekend Sessions to discuss about the Work to be done. The Interaction with the Organization Members is Very great and it is Very Helpful too.

Facilities Available :-

The Internship Opportunity that I had with Texmo Company was a great chance for learning and professional development. The facilities that are available in the Organization are excellent. Therefore, I consider myself as a Very lucky individual as I was provided with an opportunity to be a part of it.

Job Roles :-

My Job Role in the Organization is to Prepare the details of Stock in the form of Accounts. I am Very grateful for having a chance to meet so many wonderful people and professionals who led me through this Internship.

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

Real time Technical Skills :-

By the help of this internship, I have acquired the real time technical skills in terms of the job-related skills and hands on Experience. The job-related Skills that I have acquired by this internship are : 1) Critical Thinking
2) Creativity
3) Coachability
4) Leadership
5) Problem-Solving.

The hands on Experience that I have gained by this internship are : 1) Design Thinking.
2) Workshops.

This internship made me to improve my Real-time technical skills like : a) Computer Programming
b) Data Analysis
c) Accounting.

The main Skills that I have gained are by this Internship Only. As it is physical, it made me to learn Real-time Skills Useful in my Real World. The Main Skills I acquired are :-

- 1) Risk Management
- 2) Communication
- 3) Collaboration
- 4) Adaptability
- 5) Critical Thinking.

Risk Management : The ability to think through what could possibly go wrong, assess the severity of threats, and gauge the potential impact.

Communication : Both Written and Verbal Communication play a key role in this Organization. It is required to write reports where there will be a document that should get Concise in clean Manner.

Collaboration : As an accountant, I will likely work with larger accounting team of other professionals. I was also needed to collaborate with other teams within the Organization.

Adaptability : Adopting the mindset of the customers can help us to stay one step ahead of others.

Critical Thinking : Developing the critical thinking skills can help us to :-

- 1) Ask the right Questions
- 2) Evaluate and assess data
- 3) Identify assumptions & consider alternatives
- 4) Understand context & draw conclusions.

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.

Managerial Skills :-

The Managerial Skills that I have acquired by doing this Internship in this Organization are : 1) Relationship Management
2) Planning.
3) Prioritisation.
4) Industry knowledge.

Relationship Management :

Relationship Management is fundamental to my role since the management is about people and utilizing them as resources. This is not just relationships with Employees, Employers and Workers, but also External Stakeholders that can help the Organization's Success.

Planning :

Planning is the process of determining activities and tasks that are needed to be implemented (How ; What ; Where ; When) in Order to meet an Objective. Planning is necessary as it identifies what needs to be done within the Constraints provided, Such as time,

money and Resources.

Prioritisation :

Managers need to not only be able to juggle their own workload, but also ensure that the workload of the employees is fairly distributed, while accounting for task and project deadlines. As with any organization, multiple projects are likely to be active at any given time.

Industry knowledge :

Industry knowledge is classified as a hard vs soft skill as it is less people and personal centric. Industry knowledge includes technical knowledge like :-

- 1) Programming Language
- 2) Engineering Skills
- 3) Complex Software.

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.,)

Communication Skills :-

Communication Skills are the abilities to Convey or Share Ideas and feelings effectively. Communication Skills Can be improved by :

- 1) Volunteer to give a presentation
- 2) Ask to host a team Meeting
- 3) keep on Learning and Practicing
- 4) Practicing Small talk at informal time.

Volunteer to give a Presentation :

As a fresh face within an Organization we are in an ideal position to observe and learn. We can suggest the Supervisor that at the mid-way point of the internship is Useful to give a Short Presentation of the new skills. It will demonstrate the initiative and enthusiasm for the role and have ideal Opportunity to Practice the Presentation

Skills.

Ask to host a team Meeting :

Most teams will have a weekly or monthly team meeting. By asking Supervisor to become more involved in the meeting, perhaps even asking to run the meeting which makes more confident speaking in front of other staff members.

Keep on learning and practicing :

The development of communication skills to be an ongoing part of professional learning and development. Effective communication skills will really help us to go to the next level of our career.

Practicing small talk at informal times :

The easiest and quickest way to improve the communication skills is to practice. Asking about the experience and engaging supervisors in conversation will help us to improve the language skills.

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

Ability :-

Ability is the mental or physical power or skill that is required to do something. By this internship, I have enhanced my abilities in : 1) Group Discussion

2) Participation in Teams

3) Contribution as a team Member.

Group Discussion :- In group discussion, I have interacted with my friends who are doing the same internship. I actively participated in the discussion and we went through different questions in the discussion. I have actively discussed about the learning objectives. I had a great time with group discussion.

Participation In Teams :- By the participation in group will also make us supportive and also we can have the team support to know about the problems that we don't know. So, I also be active in team participation and also know about unknown things and tell them the known things.

Contribution as a team Member :-

As a team Member, I discussed about the topics and also I have also explained the things which I had learned and also getting knowledge by asking my doubts with my teammates. I have contributed that by telling the Unknown Questions by knowing.

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

Technological Developments :-

The technological development that I have observed and relevant to the subject area of training are :

- 1) Customer Relationship Management
- 2) Apex
- 3) Cloud Computing.

Customer Relationship Management (CRM) :

I have observed Customer Relationship Management (CRM) technology for managing all the Company's relationships with the customers and potential customers. The goal is simple : "Improve business Relationships". A CRM System helps Companies to stay connected to customers, streamline processes, and improve profitability.

- The three types of CRM Systems are :-
- a) Operational
 - b) Analytical
 - c) Collaborative

Apex :

I have Observed the Apex technology that is North Carolina's leading Managed IT Service Provider. The full-service, flat-rate Managed IT Services are designed to reduce cost; increase productivity and mitigate business Risk. Apex technology Acquisition Corp Can be a Profitable Investment Option.

Cloud Computing :

I have Observed cloud Computing in the delivery of Computing Services including Servers, Storage, databases, networking, Software, analytics and intelligence over the internet to offer faster innovation; flexible Resources and Economies of Scale. It can Store and Process data in a location that is Separate from end Users.

Student Self Evaluation of the Short-Term Internship

Student Name: **Kommil Rekha Chowdhury** Registration No: **0521028038**
Term of Internship: **240 hrs** From: **December-2022** To: **May-2023**
Date of Evaluation: **15/05/2023**
Organization Name & Address: **Aqua Group TEXMO - Soni Ganesh Electricals**

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: **15/05/2023**


Signature of the Student

Evaluation by the Supervisor of the Intern Organization

Student Name: **Kommneni Rekha Chowdary** Registration No: **0221028038**

Term of Internship: **240 hrs** From: **December - 2022** To: **May - 2022**

Date of Evaluation: **15/05/2022**

Organization Name & Address: **Aqua Group TEXMO - Sri Ganesh Electricals**

Name & Address of the Supervisor
with Mobile Number

Mr. Sudhakar Naidu

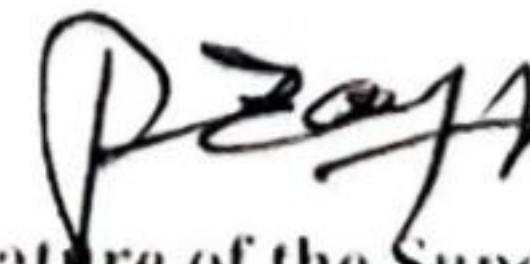
Please rate the student's performance in the following areas:

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: **15/05/2022**


Signature of the Supervisor
SRI GANESHA ELECTRICALS
"TEXMO" DEALERS
No.34, Nethaji Road
TIRUPATI-1, Ph:2221184

PHOTOS & VIDEO LINKS







Dr. A.E.R. DEGREE / P.G. COLLEGE

(Affiliated to S.V. University, Affil.No.10617 / CIII (4) 1997-98)
6-1-160, Varadaraja Nagar, K.T. Road, TIRUPATI-517507. Ph : 7330803723

Date : 01.12.2022

TO WHOM SO EVER THIS MAY CONCERN

SUB: Dr AER degree college Tirupati dist request to provide mandatory internship / apprenticeship on the job training to our college U.G students in your esteemed organization- reg

Ref

- 1 G.O.Ms. No .9, higher education (EC) dept, 11-03-2022
2. Guidelines for internship, issued by APSCHE
3. Proceedings of the CCE wide RC N.O /CCE'S ACAD, CELL policies /Ac-15/2022 dated 23/08/2022

Dr AER Degree College, Varadaraja nagar is committed to achieve high standards of excellence in all its activities. All round development of the students is the prime motto of the college. As part of curriculum, is mandatory, to complete internship in the choice based credit system. Hence the college is striving hard to find the suitable internship for the students in and around Tirupati dist and various places for the benefit of the students.

As per curriculum students to join a 24 weeks long internship attain certification of satisfactory training.

It will be a golden opportunity for the students as they will get to learn a lot of new things .It is to request you to kindly allow our students to join the internship training programme in your reputed company.

Name of the student: Rekha Chowdary, Kommineni

Organization GSTIN NO

Group: B.com (ca)

37ABMPD 8331J2Z F

Hall ticket no:- 0221028038

NEEDS OF ELECTRICALS Organization



"TEXMO" DEALERS
No.34, Nethaji Road
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PRINCIPAL

Dr. A.E.R. Degree College
TIRUPATI





SRI GANESH ELECTRICALS

Survey No.34

Tirupati,

Chittoor District,

Andhra Pradesh - 517501

Mobile No: +91 9849046725

Date: 02 May 2023

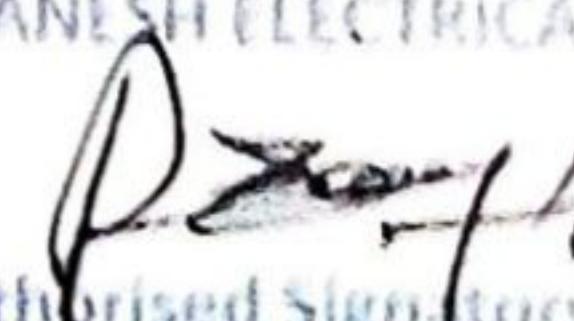
TO WHOM SO EVER IT IS CONCERN

RESPECTED CONCERN,

THIS IS TO INFORM YOU THAT KOMMINENI REKHA CHOWDARY, STUDYING III YEAR, 5TH SEMESTER, B.COM(CA) IN DR.A.E.R. DEGREE/PG COLLEGE WAS ATTENDED AT OUR AQUA GROUP **TEXMO** FOR INTERNSHIP DURING THE PERIOD OF 1ST DECEMBER 2022 TO 1ST MAY 2023. HER PARTICIPATION AND CONDUCT WAS GOOD

AQUA GROUP **TEXMO**

SRI GANESH ELECTRICALS


Authorised Signatory
SREGANESHA ELECTRICALS
 "TEXMO" DEALERS
No. 34, Nethaji Road
TIRUPATI-1, Ph. 2221184

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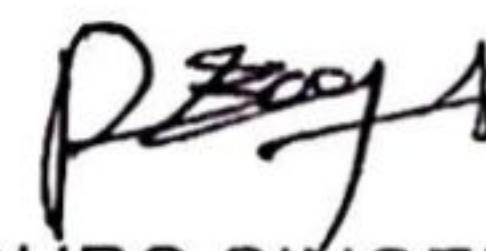
D. Udaya Bhaskar, Cell: 98490 46725
Authorised Dealer : **SRI GANESHA ELECTRICALS**
No.34, Nethaji Road, TIRUPATI - 517 501. Ph: (O): 2221184, 6669184

Date:- 02-05-2023

TO WHOM SO EVER IT IS CONCERN

RESPECTED CONCERN,

THIS IS TO INFORM THAT K. REKHA CHOWDARY, STUDYING IIIRD YEAR, 5th SEMESTER, B.COM(CA) IN DR. A.E.R. DEGREE/PG COLLEGE WAS ATTENDED IN OUR ORGANIZATION FOR INTERNSHIP DURING THE PERIOD OF DECEMBER, 2022 TO MAY, 2023. HER PARTICIPATION AND CONDUCT WAS GOOD.


YOURS SINCERELY

SRI GANESHA ELECTRICALS
"TEXMO" DEALERS
No.34, Nethaji Road
TIRUPATI-1, Ph: 2221184



Internal & External Evaluation for Semester Internship

Objectives:

- Explore career alternatives prior to graduation.
- To assess interests and abilities in the field of study.
- To develop communication, interpersonal and other critical skills in the future job.
- To acquire additional skills required for the world of work.
- To acquire employment contacts leading directly to a full-time job following graduation from college.

Assessment Model:

- There shall be both internal evaluation and external 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 200 marks. Internal Evaluation for 50 marks and External Evaluation for 150 marks
- The number of credits assigned is 12. Later the marks shall be converted into grades and grade points to include finally in the SGPA and CGPA.
- The weightings for Internal Evaluation shall be:
 - Activity Log 10 marks
 - Internship Evaluation 30 marks
 - Oral Presentation 10 marks
- The weightings for External Evaluation shall be:
 - Internship Evaluation 100 marks
 - Viva-Voce 50 marks
- The External Evaluation shall be conducted by an Evaluation Committee comprising of the Principal, Faculty Guide, Internal Expert and External Expert nominated by the affiliating University. The Evaluation Committee shall also consider the grading given by the Supervisor of the Intern Organization.
- 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.
 - b. Real Time Technical Skills acquired.
 - c. Managerial Skills acquired.
 - d. Improvement of Communication Skills.
 - e. Team Dynamics
 - f. Technological Developments recorded.



**ANDHRA PRADESH
STATE COUNCIL OF HIGHER EDUCATION**

(A Statutory Body of the Government of Andhra Pradesh)

2nd, 3rd, 4th and 5th floors, Neeladri Towers, Sri Ram Nagar, 6th Battalion Road

Atmakur (V) Mangalagiri (M), Guntur, Andhra Pradesh, Pin - 522 503

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