

Tasks List

Internship Tasks and Completion Requirements

Minimum Requirements to Be Eligible for an Internship Completion Certificate:

1. LinkedIn Profile Improvement (Mandatory Task):

- a. Improve your professional profile on LinkedIn. It is **MANDATORY FOR ALL**.

2. Complete at Least One Task from Your Internship Domain:

- a. You must complete at least one of the following tasks specific to your internship function.
- b. You are encouraged to complete additional tasks for further learning and to enhance your chances of receiving a Letter of Recommendation (LoR).

Note:

- Completing more tasks increases your learning experience and improves your chances of receiving a Letter of Recommendation (LoR).
- Be sure to document your work and provide links or evidence of your completed tasks when submitting them.

Task-1

LinkedIn Profile Improvement (Mandatory Task)

1. Complete Your LinkedIn Profile:

- **Description:** Fully update your LinkedIn profile to reflect all details from your resume, including your objective, education, projects, experience, skills, certifications, and volunteer experience.
- **Why:** A comprehensive and well-structured LinkedIn profile enhances your professional presence and increases your chances of networking and job opportunities.
- **Tasks:**
 - **Objective:** Write a clear and concise professional summary that highlights your career goals and aspirations.
 - **Education:** Add all relevant educational details, including degrees, institutions, and years attended.
 - **Projects:** Describe your key projects, including the problem statement, your role, and the outcomes.
 - **Experience:** List all relevant work and internship experiences with detailed descriptions of your responsibilities and achievements.
 - **Skills:** Add relevant skills and seek endorsements from your connections.
 - **Certifications:** Include any certifications you have obtained.
 - **Volunteer Experience:** Highlight any volunteer work or community service.

2. Expand Your Network:

- **Description:** Connect with a diverse range of professionals, including professors, friends, seniors, industry leaders, and colleagues.
- **Why:** A strong network can provide valuable connections, job leads, and professional support.
- **Tasks:**
 - **Send Connection Requests:** Reach out to your professors, friends, seniors, and industry leaders with personalized connection requests.

- **Explore Existing Connections:** Review the connections of your current network and add professionals with reputable profiles.
- **Follow Relevant Influencers and Companies:** Follow industry leaders, companies, and organizations relevant to your field to stay updated on trends and opportunities.
- **Engage with Your Network:** Like, comment, and share relevant posts to stay active and visible in your network.

3. Join and Connect with CodeSpaze Community:

- **Description:** Connect with CodeSpaze and its members to become an active part of the community.
- **Why:** Being connected with your internship community can provide additional support, opportunities, and a sense of belonging.
- **Tasks:**
 - **Connect with CodeSpaze:** Follow the CodeSpaze company page on LinkedIn.
 - **Connect with Members:** Send connection requests to all existing members of CodeSpaze.
 - **Engage with CodeSpaze Content:** Like, comment, and share CodeSpaze posts to increase your visibility within the community.
 - **Join Relevant Groups:** Join LinkedIn groups related to CodeSpaze and your field of interest to participate in discussions and network with like-minded professionals.

4. Optimize Your Profile for Job Searches:

- **Description:** Ensure your profile is optimized for recruiters and job searches.
- **Why:** An optimized profile can increase your visibility to recruiters and improve your chances of landing job opportunities.
- **Tasks:**
 - **Profile Photo:** Use a professional profile photo.
 - **Headline:** Craft a compelling headline that includes keywords relevant to your career.
 - **About Section:** Write a detailed 'About' section that highlights your skills, experience, and career goals.

- **Featured Section:** Add links to your portfolio, projects, articles, or any other work that showcases your expertise.
- **Recommendations:** Request recommendations from professors, colleagues, or supervisors to add credibility to your profile.
- **Custom URL:** Customize your LinkedIn profile URL to make it more professional and easier to share.

By completing these tasks, you will enhance your LinkedIn profile, expand your professional network, and increase your visibility to potential employers and industry professionals.

Task-2

Domain Specific Task:

Python Development Intern

1. Automation Script:

- **Description:** Create a script to automate a repetitive task, such as data scraping or file organization. Improve efficiency and reduce manual effort.
- **Why:** Automation scripts save time and reduce human error in repetitive tasks.

○ **Tasks:**

- Identify a repetitive task to automate.
- Write a Python script to perform the task.
- Test the script to ensure reliability.
- Document the script for future use.
- Task submission:
 1. Host the code on GitHub Repository (public). Record the code and output in a video. Post the video on YouTube.
 2. Share links of code (GitHub) and video (YouTube) as a post on YOUR LinkedIn profile.
 3. Submit the LinkedIn link in Task Submission Form when shared.

2. Web Scraper:

- **Description:** Develop a web scraper to extract and process data from websites. Implement techniques to handle dynamic content and avoid being blocked.
- **Why:** Web scraping is useful for collecting data from the web for analysis and research.

○ **Tasks:**

- Identify websites to scrape data from.
- Write a Python script using BeautifulSoup or Selenium.
- Handle dynamic content and avoid IP blocking.
- Store and process the scraped data.
- Task submission:
 1. Host the code on GitHub Repository (public). Record the

- code and output in a video. Post the video on YouTube.
- 2. Share links of code (GitHub) and video (YouTube) as a post on YOUR LinkedIn profile.
- 3. Submit the LinkedIn link in Task Submission Form when shared.

3. Data Analysis Tool:

- **Description:** Build a tool to analyse and visualize datasets. Provide insights through interactive graphs and charts.
- **Why:** Data analysis tools help in making data-driven decisions by visualizing trends and patterns.
- **Tasks:**
 - Identify datasets to analyse.
 - Write a Python script using pandas and Matplotlib.
 - Create interactive visualizations using Plotly.
 - Provide insights and interpretations of the data.
 - Task submission:
 1. Host the code on GitHub Repository (public). Record the code and output in a video. Post the video on YouTube.
 2. Share links of code (GitHub) and video (YouTube) as a post on YOUR LinkedIn profile.
 3. Submit the LinkedIn link in Task Submission Form when shared.

4. RESTful API:

- **Description:** Implement a RESTful API using Flask or Django for a specific service. Enable CRUD operations and ensure secure access.
- **Why:** Building a RESTful API provides experience with backend development and service integration.
- **Tasks:**
 - Set up the project with Flask or Django.
 - Implement CRUD operations for the service.
 - Ensure secure access with authentication and authorization.
 - Document the API for developers.
 - Task submission:
 1. Host the code on GitHub Repository (public). Record the code and output in a video. Post the video on YouTube.

2. Share links of code (GitHub) and video (YouTube) as a post on YOUR LinkedIn profile.
3. Submit the LinkedIn link in Task Submission Form when shared.

5. Machine Learning Pipeline:

- **Description:** Create a machine learning pipeline that includes data preprocessing, model training, and evaluation. Automate the workflow for seamless integration.
- **Why:** Machine learning pipelines ensure reproducibility and efficiency in model development.
- **Tasks:**
 - Collect and preprocess data.
 - Train and evaluate machine learning models.
 - Automate the workflow using Python scripts.
 - Document the pipeline for future use.
 - Task submission:
 1. Host the code on GitHub Repository (public). Record the code and output in a video. Post the video on YouTube.
 2. Share links of code (GitHub) and video (YouTube) as a post on YOUR LinkedIn profile.
 3. Submit the LinkedIn link in Task Submission Form when shared.

6. Develop an Automated Certificate Generation System:

- **Description:** Develop a system to generate certificates automatically. Allow input of intern details and generate personalized certificates.
- **Why:** Automated certificate generation saves time and ensures consistency.
- **Tasks:**
 - Set up the project with Python.
 - Use ReportLab or a similar library to generate certificates.
 - Create a user interface for inputting intern details.
 - Ensure certificates are generated and saved correctly.
 - Task submission:
 1. Host the code on GitHub Repository (public). Record the code and output in a video. Post the video on YouTube.

2. Share links of code (GitHub) and video (YouTube) as a post on YOUR LinkedIn profile.
3. Submit the LinkedIn link in Task Submission Form when share.

Asks us for help!

- The purpose of the internship is to learn.
- Please ask for help as much as you need.
- We don't want to dictate you. So, it is up to you to seek guidance.
- The tasks given may seem very easy or very difficult. We expect that you give professional due regard to the tasks.

Join Us! We are excited to have you on board and look forward to your contributions. If you need any help or have questions, please don't hesitate to ask. Connect with us and follow our updates on:

- **CodeSpaze Website:** www.codespaze.com
- **LinkedIn:** [CodeSpaze LinkedIn](#)
- **Instagram:** [@codespaze](#)
- **Facebook:** [CodeSpaze Facebook](#)
- **Telegram:** Stay updated and engage with fellow interns by joining our Telegram channel [Join Now](#)

We're here to support your journey and make this internship a valuable learning experience!