



Calanjiyam Consultancies and Technologies

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Offer Letter - WD Internship APR 2024

Dear Mansi Vidyarthi

Greetings from Calanjiyam Consultancies and Technologies, Thank you for applying for the Full-stack web development Internship of the **APR 2024** batch. After consideration of your application towards the same, we have decided to offer you the position of Web Development Intern at our organization(Calanjiyam Consultancies and Technologies). Your date of joining is 10 Apr 2024 This is an unpaid (stipend) internship.

Roles & Responsibilities:

you will be trained in the nuances of responsive UI design for both Desktop and mobile interfaces. Throughout the trainee internship, you will learn about the elements in HTML, DOM in JS, various types of styling in CSS, server-side scripting using PHP, database management using MySQL, and how to develop a coherent web application for both mobile and desktop.

you will be appointed to a team of interns led by a senior developer where you will develop an intern project as a team. As a part of it, you will design, develop, test, and deploy web elements and web pages. You must attend the recurring training and review sessions where your contributions and involvement towards the internship will be evaluated.

Each training session has its outcomes; the list and details are below for your reference. Some additional topics may or may not be added, on or before the date of joining.

Training Session Outcomes

CO1	Understand the Structure of an HTML document and text in HTML.
CO2	Explore div, canvas, span, Images, and Vectors concepts.
CO3	Understand the concepts of HTML Forms, Inputs, buttons, Header, Footer, and navigation menus in HTML.
CO4	Explore various CSS styling elements, and animations for HTML tags, and understand the concept of CSS classes and the basics of Javascript.
CO5	Understand the structure of a PHP program, data types, and string operations in PHP.
CO6	Understand conditional statements, POST, GET methods, and SESSION variables.
CO7	Explore web development using both HTML and PHP to develop web pages, using HTML elements such as HTML forms, user inputs, an automated emailing system, and server-side scripting.
CO8	Understand SQL commands, databases, keys, and data manipulation in MySQL tables.

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Schedule:

The total internship duration is **6 weeks with 2 additional buffer weeks**, in case you are not able to finish the project on time. The project topic is entirely up to your discretion. After completing the first 3 COs, you must submit your Project topic and the design will be finalized with the internship manager.

From the beginning of the internship, you will have your training sessions, and SCRUM call meetings side by side with training sessions being daily on Monday - Friday for half an hour. On one day of the weekend, there will be a two-hour project evaluation session.

Project Review & Documents:

Each week after the completion of the review session, you must submit your contribution and the work done for that week in a project management document, which the manager will share. This record is the official ledger to track your performance, contribution, and participation in the internship program.

At the end of the project completion, you have to submit a project report, which should contain the design, technical specifications, module description, menu structure, and detailed breakdown of its use case, which an expert panel of web developers will evaluate. A copy of this will be sent to you individually, you can use the report for your personal uses.

Internship Management:

Your internship manager will be responsible for approving leave on session days, work allocation, workload management, and everything related to the non-technical operations of the internship. You must provide a college student ID, exam schedule, or assignment deadlines to get a leave on session days.

Your sessions will be recorded and uploaded to Drive with the access being available to you as a viewer for the rest of the internship period, any documents with the company's (Calanjiyam Consultancies and Technologies) label on them will be classified under confidential information and therefore protected under the organizational employment policy.

Post-internship:

With the project completion and confirmation of the project being live on the server, you will be given the internship completion certificate, and the same will be available to download from our server.

After completion, you must return all the confidential information to the company and therefore must destroy all the copies related to them. However, as a project developer, you will still be able to edit and copy the project for viewing purposes, which can be achieved by sending a formal email request to the HR team.

Time Table:

The internship starts on 10 Apr 2024 . The mode will be online using Google Workspace; therefore, the sessions will be scheduled on Google Calander and conducted on Google Meet. The schedule of sessions is added below for your reference.

Session no	Description	Theory (in hours)	Practicals (in hours)
1	Training session on CO1 & CO2	3	-
2	Training session on CO3 & CO4, Project call -1	3	2
3	Project call -2, a training session on CO5	2	3
4	Project call -3, a training session on CO6	2	3
5	Project call -4, a training session on CO7	2	4
6	Project call -5, a training session on CO8	2	4
7	Project call -6	-	4
8	Project Review Phase - 1	-	4
9	Project Review Phase - 1	-	4
10	Project Review Phase - 1	-	4
11	Project Review Phase - 1	-	4
12	Project Review Phase - 1	-	4
13	Project Review Phase - 2	-	3
14	Project Review Phase - 2	-	3
15	Project Review Phase - 2	-	3
16	Project Review Phase - 2	-	3
17	Project Review Phase - 3 (Final Phase)	-	2
18	Project Evaluation	-	2
19	Student Evaluation	-	1
20	Placement talk and interaction session	-	3
Total		14	60

Terms & Conditions:

1. You must not engage with direct or indirect competitors of Calanjiyam Consultancies & Technologies.
2. You must not use any company property for your benefit or in any way that deviates from its intended assignment to you.
3. You must not leak or sell the company's confidential data.
4. The confidentiality of the project details must be preserved at all costs.
5. You must complete 80% of the tasks assigned to you and 70% of recorded attendance to be eligible for an internship completion certificate.
6. If you're removed from the internship for unethical or unprofessional misconduct, you will not be eligible for the completion certificate.
7. The fee for hosting (or publishing) the project must be borne by you individually (₹1,000 + GST = ₹1,200 INR). The fee will not be refunded in case of termination/resignation.
8. All the internship employee policies of the company apply to you (verify the attached document for detailed information).

For Calanjiyam Consultancies & Technologies,



2 Apr 2024

Hemanth S,

Interim HR Manager, Calanjiyam Consultancies and Technologies

hr@calanjiyam.com, +91 6382651011.

Declaration:

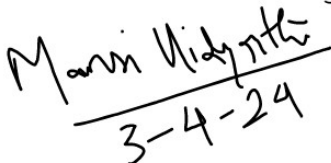
I read and understood all the roles and responsibilities, schedules, terms, and conditions, and I accept the offer to join your organization as a web development intern from 10 Apr 2024 .

Candidate signature with name, address, contact, and signature with date.

Mansi Vidyarthi , mailtomansi108@gmail.com, 8128450720,

109, avanti park society, nr. bajrangwadi road, 150ft ring road, Rajkot ,

Vellore Institute of Technology, Bhopal , B.Tech Computer Science and Engineering .



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