

*PROGRAM BOOK FOR
SEMESTER INTERNSHIP*

Name of the Student : *LUKA LAPU. RAM BABU*

Name of the College : *Dr Lankapalli Bullayya College, Visakhapatnam*

Registration Number : *121198807050*

Period of Internship : *6th semester*

Name & Address of Intern Organization:

Name of the University : *Andhra University*

Year : *2024*

An Internship Report

Accounting and financial Analysis

Submitted in accordance with the requirement for the degree of

Bachelor of Business Administration

Under the Faculty Guideship of

Smt. Dr. J.L. Puranima

Department of

Management - UG

Dr Lankapalli Bullayya College: Visakhapatnam

Submitted by

P. Ravu Babu

Reg. No.

121128807050

Dr. Lankapalli Bullayya College
Visakhapatnam-13

Declaration

I M. Parvathy student of BBA student of Management Studies
Program, Reg. No. 120112880700 of the Department of Management Studies
College do hereby declare that I have completed mandatory Long-Term
Internship Under the Faculty Guidance of Mr. J. L. Raghava
Department of Management Studies (MCA) Dr.I.Bullayya College,
Visakhapatnam.

M. Parvathy

Signature of the student

Certification

This is to certify that Ram Babu

Reg. No. 1211 2880 7070 has completed Internship in

Accounting and Auditing Health Hub Medical clinic.

Under my supervision as part of a partial fulfillment of the requirement for
the Degree of Bachelor of Business Administration in Department of

Dr. Lankapalli BULLAYYA College, Visakhapatnam.

This is accepted for evaluation.

Signature with Date and seal

Endorsements

Faculty Guide : Ram Babu

Head of the Department :

Principal

Acknowledgements

I would sincerely like to thank APSE for providing me with this corporate internship which helped me gain practical experience and knowledge "on" accounting & financial analysis with ZOTTO Books of accounts.

I thank our respected sir Dr "G.S.K" Chakravarty for giving me this wonderful opportunity. I would like to also thank our head of department of BBA and our guide Dr. J.L. Purushima for being a wonderful mentor throughout my project. I thank my parents and my friends which helped me to complete the project.

Contents

- ① Executive Summary
- ② Introduction & Suggested Prerequisites
- ③ week - 1 , week - 2 , week - 3 , week - 4
- ④ week - 5 , week - 6 , week - 7 .
- Hands on training.
- ⑤ Content & Self Learning Content
- ⑥ Knowledge - Sessions
- ⑦ Assignments & Quizzes
- ⑧ Group Assignments
- ⑨ Project work
- ⑩ Ask me anything session
- ⑪ Submission
- ⑫ Evaluation
- ⑬ certificate generation
- ⑭ Inter view Preparation
- ⑮ Career Main ⑯ FAQs

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.

Definition of the sector of business (Q1)
intern Organization: Smart bridge of credits in the accounting and financial analysis sector, providing innovating solutions to enhance business and financial account to enhance business and financial account to 2040

Learning objectives and outcomes

- ① Marketing organization
- ② Preferred got ③ Create items
- ④ Purchase order ⑤ Making bill
- ⑥ Creating invoice ⑦ Converting bill
- ⑧ Recording payment ⑨ Bank entries
- ⑩ Generate report.

Summary of internship activities

- ① Attending demo to five clients on Project development
- ② Selection of topic " Preparation & maintenance

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.

Smart Bridge is a platform that offers virtual internship to the students. The platforms goal is to prepare students for the job market by establishing a corporate relationship. The internship provide students with hands on experience with the latest technology and enable project based learning smart bridge to provide knowledge learning age.

Organization objective: The main objective is that the to established the job standards & intern the skills & academics.

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.

- ① Registration with APSSSTI through intern and enrolling for Smart Bridge with ZOTTO BOOK, completing
- ② Participation weekly -bridge and completing weekly assignments with respect to the accounting and financial analysis.
- ③ Team formation and selection of project topics based on student performance.
- ④ Getting the data and using the instance figures to making reports.
- ⑤ Project monitoring sessions and developing the items and purchase orders, invoices, bills and journal entries.
- ⑥ Submission of team project via - up loading the project files in hub repository

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-charge Signature
10/02/24 Day - 1 Saturday	Orientation session on the course and Accounting and financial information Analytics	Brief overview on Accounting and financial Analytics	
12/02/24 Day - 2	Introduction to Accounting and financial Analytics	Learned about the tools of Accounting and financial Analytics	
Monday	Introduction to 2024 and overview of 2024 Books	Learned about 2024 Books and its history & options	
13/02/24 Day - 3	Introduction to 2024 and overview of 2024 Books	Learned how to create 2024 Book Account	
Tuesday	Live tutorial on setting up account by Registering 2024	Learned how to create 2024 Book Account	
14/02/24 Day - 4	Live tutorial on how to navigate and use various modules in 2024 Books	Learned about various modules available in 2024 Books	
Wednesday	Live tutorial on how to navigate and use various modules in 2024 Books	Learned about various modules available in 2024 Books	
15/02/24 Thursday	Brief overview on Tally, difference b/w Tally & 2024 and differences in Tally & 2024	Learned about Tally & 2024	
16/02/24 Day - 6	Brief overview on Tally, difference b/w Tally & 2024	Learned about Tally & 2024	

WEEKLY REPORT

WEEK - 1 (From Dt... 15/10/2021 To 28 Dt... 16/10/2021)

<p>Objective of the Activity Done:</p> <p>Detailed Report: The long term internship programme for the cause track "Accounting and financial analytics" commenced with a program orientation session aiming at providing a brief overview on the cause, importance, job opportunities associated with it, the sessions on Day 1 and 2 & 3 primarily focused on gaining our knowledge on Accounting, its concepts, the principles and terminologies to help us in better understanding of Zoho Books in the process of data entry and summarization. The second half of the week included live tutorial by trainer on getting started with Zoho Books. That includes a types of modules that may be accounting tools, software applications, Org profile, Dashboard item creation for goods and services. On the day 6 we were provided with brief exploration on taxes, types of taxes and GST</p>

ACTIVITY LOG FOR THE SECOND WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
19/12/24 Day - 1	Creation of Sales Inv and Customer master creation	By this we learnt about how to create sales invoice	
20/12/24 Day - 2	Creation of Purchases modules & invoices	By this we learnt about what all are required for purchase	
21/12/24 Day - 3	Creation of Journal	By this we learnt about recording of journals	
22/12/24 Day - 4	Chart of Accounts, Journals & Payable Entries	By this we learnt about creating & recording of entries	
23/12/24 Day - 5	Report	Basic introduction of Report & M10	
24/12/24 Day - 6	Reports, Business Invoice and Taxes	By this we learned about reports of Business Overview	

Objective of the Activity Done:

Detailed Report:

Building upon the foundation established in the 1st week the second week took us into the inter section of Accounting & financial analysis.

Day 1st day of 2nd week we were taught of creation of sales invoice and introduction to cloud accounting and Zoho Books and matter creation which covered items, customers and vendors. 2nd day we were taught creation of purchases which covered with customers. 3rd day we covered creation of journals and entries of transactions. fourth day we learned about creating journals and payable entries. 5th day we had an introduction class about report and M10 management information system. last day we learned about other module Business overview and different types of

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
26/02/2024 Day - 1	Introduction to financial analysis and techniques.	on the basis we learnt about financial analysis	
27/02/2024 Day - 2	Revision of previous 20H10 books in week 2	By this we learnt about 20H10 Books	
28/02/2024 Day - 3	we learned about how to create Report on Excel	By this we learned about how to create Report	
29/02/2024 Day - 4	Excel sheet live session on NPV PV & V on Excel	By this we learned about how to solve IRR NPV	
1/03/2024 Day - 5	(IRR) learned about PHT and IPIHT	By this we learned about how to solve PHT & IPIHT	
2/03/2024 Day - 6	weekly assignment	By this we completed assignment	

WEEKLY REPORT

WEEK - 3 (From Dt. 02/02/2014 to Dt. 11/02/2014)

Objective of the Activity Done:
<p>Detailed Report: In week three we did an introduction to financial analysis determining ratios in like ROE, NPV, leverages, financial ratios etc with detail explanation from the sum sheet we study and explanation on 2014 with previous modules sales order , Order Purchases Ban Xing and division on third day bank on deposit on 2010 Books with all m/s due leg on the fourth day we learned about five action about net present value (NPV) and the future value direct from the excel sheets on days we learned about internal Rate of Return (IRR) and (XIRR) 1st compound internal rate of return P-MT Annuity .2nd and interest to 2nd CA GR (compound annual growth rate) and on the day 6 we had assigned with the assignment done in the class.</p>

ACTIVITY LOG FOR THE FORTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
05/03/2024 Day - 1	calculus of function & interest portion of an investment & NIR	Learned how to calculate PPMT, PMT & SLN	
05/03/2024 Day - 2	Introduction to financial Analysis theories & methodology	Learned about Modern protocol & Theory	
06/03/2024 Day - 3	Introduction to cash flow valuation & Quirks	Learned about DCF valuation & the Quirks	
07/03/2024 Day - 4	Introduction to capital structure Model and ratios theory	Learned about CAPM Theory and ratios	
08/03/2024 Day - 5	Practicing financial ratios (in micro soft excel)	Learned to calculate liquidity ratios	
09/03/2024 Day - 6	Completed weekly assignments in Excel.	Learned how to calculate EHT, PPT	

WEEKLY REPORT
WEEK - 4 (From Dt. 4/13/2024 to Dt. 09/03/2024)

Objective of the Activity Done:

Detailed Report: The fourth week of the internship commenced with us further exploring all remaining financial functions. I used Microsoft Excel function to calculate.

1) Principal portion and interest portion of an periodic monthly payment of an investment of nominal and Annual interest rate, 3) effective annual interest rate and finally 5) the right time method of depreciation
We also learned about various financial analysis theories 1) Modern portfolio theory, 2) efficient market hypothesis, Discounted cash flow valuation theory, on day fourth had explanation on Ratio analysis its scope and importance of financial ratios and work on them using suitable example data in excel. On Day 6 we had successfully completed and successfully arrangement.

ACTIVITY LOG FOR THE FIFTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
11/03/2024 Day - 1	Introduction to investment, types of Asset classes	Learned about investment, its needs, types & importance	
12/03/2024 Day - 2	Introduction to financial market & different sources of different types of analysis	Learned about financial markets & its participants	
13/03/2024 Day - 3	Analysis vs Analytics	Learned the difference b/w Analysis & Analytics	
14/03/2024 Day - 4	Types of Investment analysis in Investment management	Learned about technical analysis & fundamental analysis	
15/03/2024 Day - 5	Introduction to Stock market basics, key terminology	Learned basics of stock market & its regulatory body	
16/03/2024 Day - 6	Completed weekly assignment in word document	Learned how to draft a report on Analysis of competitive analysis	

Objective of the Activity Done:

1. To

- Detailed Report: The fifth week of our 'informal' began with an 'brief' introduction to investment management and the various types of investments & asset classes and benefits of investment the factors influencing investment decisions on the Day 2 we learned about different sources of investment.
- Which encompasses of financial news outlets, investment websites, govt agencies, industry publications and we received through a Briefing on the present financial markets in India & the most suitable investments in Equity, currencies, Bonds etc. on the Day 4 we further explored 1) Macro Economic Analysis, industry Analysis and the 'Techni' cap Analysis On Day 5 we were introduced to stock market its basics and terminologies on Day 6 we had completed our weekly report.

ACTIVITY LOG FOR THE SIXTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
18/3/24 Day - 1	Introduction to financial market	Overall view of stock exchange and markets	
19/3/24 Day - 2	Market Participants	Understanding the roles of investors	
20/3/24 Day - 3	Market Structure	Exploring different market structures	
21/3/24 Day - 4	Market Efficiency	Understanding the concept of market efficiency	
22/3/24 Day - 5	Market Dynamics	Analyzing market trends, volatility & risk	
23/3/24 Day - 6	Weekly Assignment	Submitting the weekly assignment	Signature of previous week

WEEKLY REPORT
WEEK - 6 (From Dt. 27.2.24. to Dt 22.3.24.)

Objective of the Activity Done:	
Detailed Report: Through out all the course of our training session we embarked on a comprehensive journey through various aspects of investments analysis starting with a fundamental analysis overview. This segment provide with a solid understanding of the principles and methods involved in evaluating investment opportunities based on financial statement. Ratios and valuation method moving forward we delved into economic analysis and finance, recognizing the role of economic (macro) indicators in the policy of shaping financial and government subsequently we explored dynamics techniques leading to trend analysis to identify growth prospects to identify promising sector for investment and to build out technical analysis.	

ACTIVITY LOG FOR THE SEVEN WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
25/3/24 Day - 1	Stock Market Basics	We learned about stock Market Basics	
26/3/24 Day - 2	Hands on stock Market Practice	Basic Technical analysis about stock Market	
27/3/24 Day - 3	Stock Market Pledging	We learned about how pledging plays a role in stock market	
28/3/24 Day - 4	Technical Analysis	We learned about different technical analysis	
29/3/24 Day - 5	Candlestick Patterns	Learned about Positioning of different candle	
30/3/24 Day - 6	Introduction to Insurance	We learned about bond and insurance	

WEEKLY REPORT

WEEK - 7 (From 25.12.24. to 30.12.24.)

Objective of the Activity Done:

Detailed Report:

In this week technical analysis in the Day 1 we discovered about the fundamentals of stock market and on the Day 2 what are the basic practices are required to delve into the Stock Market.

On the Day 3 we learned about pledging how pledging plays a key role in the future shares and options are in the stock Market. And then on Day 4 we learned about technical analysis is used in the market to identify the right investment opportunities and to know when to exit from the market and what are the different analysis are there and basically candle stick patterns and positioning the candle to identify the entry and exit and on Day 5 we learned about the basic of fundamental

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-charge Signature
1-04-24 Day - 1	Introduction to Insurance	Overview of Insurance Industry	
2-04-24 Day - 2	Insurance Products & Policies	Life Insurance Products	
3-04-24 Day - 3	Property and Casualty Insurance	Property and Casualty Insurance	
4-04-24 Day - 4	Risk Management in Insurance	Principles of Risk Management	
5-04-24 Day - 5	Insurance Regulation	Data Sources in Insurance	
6-04-24 Day - 6	Regulatory Environment and Compliance - Insurance	Regulatory Framework of Insurance	

WEEKLY REPORT

WEEK - 8 (From Dt. 1.8.2023 to Dt. 6.8.2023)

Objective of the Activity Done:

Detailed Report: Throughout the week of our internship in Financial Analytics, we meticulously covered a comprehensive range of topics relating to insurance product schedule we carefully structured to provide a thorough understanding in insurance policies, principles of products and analytics.

Each day was dedicated dissecting specific aspects including the details of insurance policies & products. Moreover, we insurance policies are delved into the crucial role of data analysis in pricing risk, pricing and decision making within insurance operations. Through this innovative and focused approach, we acquired invaluable insights and skills essential for navigating the complexities of financial analytics within insurance.

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
8/04/24 Day - 1	Team Introduction and role assignment	Team Introduction & role assignment	
9/04/24 Day - 2	Setting Expectations and goal alignment	Setting Expectations & goal alignment	
10/04/24 Day - 3	Building Trust and Communication	Building Trust & communication	
11/04/24 Day - 4	Establishing Team norms & work processes	Establishing Team norms & work processes	
12/04/24 Day - 5	Collaboration & Skill development	Collaboration & Skill development	
13/04/24 Day - 6	Team Bonding & Reflection	Team Bonding & Reflection	

Objective of the Activity Done:

Detailed Report: In our ninth week after completing 8 weeks of training our team of five members was officially formed with the team leader. Although out the week, we diligently worked on our assigned project in the accounting and financial analysis field.

Track.

Effective communication and coordination of the with the team in the initial stages of our internship journey at Internship SmartBridge our focus shifted online training to the crucial phase of team formation and project allocation. Each team member's unique background and skill set were carefully considered, leading to the formation of a diverse and capable team with the proper communication among them.

ACTIVITY LOG FOR THE TENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
15/04/24 Day -1	Project introduction and Research Kick Off	Project introduction & Research	
16/04/24 Day -2	Project Scope Definition	Project scope Definition	
17/04/24 Day -3	Stakeholder identification & engagement	Stakeholder identification & engagement	
18/04/24 Day -4	Data Gathering & Analysis	Data gathering & Analysis	
19/04/24 Day -5	Solution Design & Planning	Solution Design & Planning	
20/04/24 Day -6	Presentation & Preparation for finalization	Presentation & Preparation for finalization	

Objective of the Activity Done:
<p>Detailed Report: In the pivotal week of our leadership at Smart Bridge, our team:-</p> <ul style="list-style-type: none">- transitioned from pre-project planning to the exciting phase of project allocation. Our team eagerly seized the opportunity to dive into the exciting phase of just allocation.- Engaging stakeholders and gathering data allowed us to gain valuable insights into the challenges and opportunities faced by local tribes. Partnering with a local health hub, we developed a comprehensive understanding of the project landscape. We developed a fair and solution-oriented implementation plan, marking the beginning of the journey towards impactful contributions.

ACTIVITY LOG FOR THE ELEVENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
22/04/24 Day - 1	Creating Bank A/c	Creation of Bank A/c & details	
23/04/24 Day - 2	Accounts & ledgers	Creation of Accounts & ledgers	
24/04/24 Day - 3	Journal Entries	Recording Journal Entries	
25/04/24 Day - 4	Expenditure & Billing	making bills - the record experience	
26/04/24 Day - 5	Bank Entries	Recording of Bank transactions	
27/04/24 Day - 6	Financial reports	Downloaded all financial reports Reviewing D.	

WEEKLY REPORT

WEEK - 11 (From 27.07.2021 to 03.08.2021)

Objective of the Activity Done:	
Detailed Report:	<p>In the week eleven we start add to add bank account details with the 20th Books to adding the transaction in it.</p> <p>After creating bank account and create a chart of account to enter all the transactions and to the journal entries every transaction should have have their required journals on both the sides of the account and later on to the banking section all the transactions that are done by the purchase and sales activities should be reflected here and all the purchases that a company made during their experiences have finally the receipt which gives us the financial statement of the organization of Health Hub.</p>

ACTIVITY LOG FOR THE TWELVETH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
29/04/24 Day -1	Downloading the Reports	Downloading all the reports of 2024 Books	
30/04/24 Day -2	Creating new Repository in Git hub	Creation of new git hub repository	
1/05/24 Day -3	Creating New Folders	Creation of the folder	
2/05/24 Day -4	uploading the documents	uploading the documents	
3/05/24 Day -5	Making video demonstration	Making the video demonstration	
4/05/24 Day -6	Submission of Project	Sharing the meeting the Project	

Objective of the Activity Done:

Detailed Report:

In the twelfth week I managed to final submission after downloading all the reports from Zoho Books of account based on the demo in smart Interning.

- After downloading the documents all the financial reports from the Zoho got to it hub and login with your credentials. The next thing is to add all the organization.

Information to the books of 2020 and add the of acquired documents to the Gilt hub folder by creating a Zoho: to my and later the video demonstration of the Health hub medical clinic and the main link to be provided in the smart Interning demo link and submit the project.

HealthHub Medical Clinic Pvt. Ltd

Balance Sheet

Basis: Accrual

As of 08/05/2024

Account		Total
Assets		
Current Assets		
Cash		
Petty Cash	5,000.00	
Total for Cash	5,000.00	
Bank		
ICICI A/C	8,000.00	
Total for Bank	8,000.00	
Other current assets		
Prepaid Expenses	2,35,000.00	
Input Tax Credits	0.00	
Input GST	90,000.00	
Total for Input Tax Credits	90,000.00	
Total for Other current assets	3,26,000.00	
Total for Current Assets	3,39,000.00	
Total for Assets	3,39,000.00	
Liabilities & Equities		
Liabilities		
Current Liabilities		
Accounts Payable	2,36,000.00	
GST Payable	0.00	
Output CGST	9,000.00	
Output GST	90,000.00	
Output SGST	9,000.00	
Total for GST Payable	1,08,000.00	
Total for Current Liabilities	3,44,000.00	
Total for Liabilities	3,44,000.00	
Equities		

Account	Total
capital deposit	1,00,000.00
Retained Earnings	-1,05,000.00
Total for Equities	-5,000.00
Total for Liabilities & Equities	3,39,000.00

**Amount is displayed in your base currency INR

Account Local

Sales 6,00,000.00

Total for Operating Income **6,00,000.00**

Cost of Goods Sold 5,00,000.00

Cost of Goods Sold 5,00,000.00

Total for Cost of Goods Sold **5,00,000.00**

Gross Profit **1,00,000.00**

Operating Expense

Other Expenses 5,000.00

Rent Expense 1,00,000.00

Salaries and Employee Wages 1,00,000.00

Total for Operating Expense **2,05,000.00**

Operating Profit

Non Operating Income

Total for Non Operating Income **0.00**

Non Operating Expense

Total for Non Operating Expense **0.00**

Net Profit/Loss **-1,05,000.00**

**Amount is displayed in your base currency INR

From 01/04/2023 To 30/04/2023

Date Entered		Debit	Credit
01/04/2023 - Owner Contribution 1		1,00,000.00	0.00
IC/C/C/A/C			1,00,000.00
Capital Deposit			1,00,000.00
		1,00,000.00	1,00,000.00
05/04/2023 - Bill M10001 (Medi Pharmaceuticals)			
Cost of Goods Sold		2,00,000.00	0.00
Input GST		16,000.00	0.00
Accounts Payable		0.00	2,16,000.00
		2,16,000.00	2,16,000.00
10/04/2023 - Bill S10001 (Spectrum Radiography Supplies)			
Cost of Goods Sold		1,00,000.00	0.00
Accounts Payable		0.00	1,00,000.00
		1,00,000.00	1,00,000.00
10/04/2023 - Transfer Fund 2			
Petty Cash		10,000.00	0.00
IC/C/C/A/C		0.00	10,000.00
Sales		10,000.00	10,000.00
		10,000.00	10,000.00
10/04/2023 - Invoice INV-000001 (Radiology Retailer)			
Accounts Receivable		1,18,000.00	0.00
Output GST		0.00	9,000.00
Output GST		0.00	9,000.00
Sales		0.00	1,00,000.00
		1,00,000.00	1,00,000.00
15/04/2023 - Bill M10003 (Medline Industries)			
Cost of Goods Sold		2,00,000.00	0.00
Input GST		16,000.00	0.00
Accounts Payable		0.00	2,16,000.00
		2,16,000.00	2,16,000.00
20/04/2023 - Invoice INV-000002 (DE Healthcare)			
Accounts Receivable		5,90,000.00	0.00
Output GST		0.00	50,000.00
Sales		0.00	5,40,000.00
		5,40,000.00	5,40,000.00
20/04/2023 - Invoice Payment INV-000001 (Radiology Retailer)			
IC/C/C/A/C		1,18,000.00	0.00
Accounts Receivable		0.00	1,18,000.00
		1,18,000.00	1,18,000.00
25/04/2023 - Payments Made M10003 (Medline Industries)			
Accounts Payable		2,36,000.00	0.00
IC/C/C/A/C		1,00,000.00	0.00
Accounts Payable		0.00	1,00,000.00
		1,00,000.00	1,00,000.00
25/04/2023 - Payments Made S10002 (Spectrum Radiography Supplies)			
Accounts Payable		2,36,000.00	0.00
IC/C/C/A/C		1,00,000.00	0.00
Accounts Payable		0.00	1,00,000.00
		1,00,000.00	1,00,000.00
30/04/2023 - Expenses CO002			
Salaries and Employee Wages		5,000.00	0.00
Salaries PAYABLE		0.00	5,000.00
Petty Cash		5,000.00	0.00
		5,000.00	5,000.00

30/04/2023 - Expense (INR)

Input GST

Rent Expense

ICCI AC

Debit

18,000.00

1,00,000.00

0.00

Credit

0.00

0.00

1,18,000.00

30/04/2023 - Expense (INR)

SALARY PAYABLE

ICCI AC

Debit

1,00,000.00

0.00

Credit

0.00

1,00,000.00

1,00,000.00

Amounts displayed in your base currency (INR)

HealthHub Medical Clinic pvt.ltd
AP Aging Details By Bill Due Date

As of 24/04/2023

DATE	TRANSACTI...	TYPE	STATUS	VENDOR NA...	AGE	BILL AMOUNT	BALAN...
1 - 15 Days							
10/04/2023	SPS0002	Bill	Overdue	Spectrum Radiograph Supply	14 Days	₹3,36,000.00	₹3,36,00
15/04/2023	MI0003	Bill	Overdue	Medline Industries	9 Days	₹1,00,000.00	₹1,00,00
Current							
05/04/2023	MP0001	Bill	Open	Mega Pharmaceuticals	₹2,36,000.00	₹2,36,00	
Total							
					₹5,72,000.	₹5,72,00	
					00	00.00	

HealthHub Medical Clinic pvt.ltd
Tax Return
From 01/04/2023 To 31/03/2024

DATE	ENTRY NUM...	TRANSACTI...	AMOUNT	IGST AMOU...	CGST AMOU...	SGST AMOU...	CESS A...
10/04/2023	INV-000001	Invoice	₹1,00,000.00	₹0.00	₹9,000.00	₹9,000.00	₹0.00
20/04/2023	INV-000002	Invoice	₹5,00,000.00	₹90,000.00	₹0.00	₹0.00	₹0.00

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.)

Description of the Technical skills acquired

- ① Book Keeping: Record financial transactions such as sales, purchases, expenses and payments etc.
- ② Invoicing: Proficiency in creating invoices and sending mails to the clients.
- ③ Bank Reconciliation: Skill in reconciling the bank statement with the transaction recorded in books to ensure accuracy.
- ④ Tax management: competence in setting up tax rules evaluating taxes on trading and generating tax reports.
- ⑤ Financial Reporting: Generate various reports such as Profit, Balance sheet, Tax and earnings.

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

Classification of the Technical skills acquired

① Book Keeping: Record financial transactions such as Sales, Purchases, expenses & payments.

② Invoicing: Proficiency in creating invoices and sending mails to the clients and tracking the payment.

③ Expense tracking: Ability to record & categorize expenses incurred by the business facilitating.

④ Tax management: competence in setting up tax audit calculating taxes on transaction and generating tax report.

⑤ Financial Reporting: - Generate various report such as profit and loss and Balance sheet.

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.)

Description of the managerial skills required

- * Project management: Co-ordinating tools, setting goals and ensuring timely completion
- * Team collaboration: Working effectively in a group & setting goals & objectives deli-
gation tools.
- * leadership skills: Taking initiative, guiding the team making decisions.
- * Time management: Prioritising tools, meeting dead lines & efficiently & effectively
- * Problem solving of a team: Addressing changes collectively & finding solutions through group decisions, and collaborations.

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

- * Discussion about the ability in team contribution and leading a team activity
- * Presentation skills: Creating and delivering engaging presentation to communicate insights.
- * Team collaboration: Collaborate with team members to share information discussion project.
- * written communication :- Drafting clearly concise reports, documentation and emails related to 2019.
- * Conflict Resolution: Addressing a resolving conflict with in team to maintain a positive environment.
- * Feedback: Providing constructive feedback to peers, mentors & trainees & receiving feed back.

Student Self-Evaluation of the Short-Term Internship

Student Name:	♩. Ram Babu	Registration No:	121128807005
Term of Internship:	From: 10/08/24	To:	10/15/24
Date of Evaluation:	30/09/24	Organization Name & Address: SMARTR PVIDCET	

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:

♩. Ram Babu

Signature of the Student

Evaluation by the Supervisor of the Intern Organization

Page No

Student Self Evaluation of the Short-Term Internship

Student Name:	L. Ram Bahadur	Registration No:	121128807050
Term of Internship:	From: 10/01/24	To: 10/05/24	
Date of Evaluation:	30/04/24		
Organization Name & Address:	SMA RT BRIDGE		

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

John B. B.
Signature of the Student

Date:

Evaluation by the Supervisor of the Intern Organization

Student Name:	John B. B.	Registration No:	1211288070070
Term of Internship:			
Date of Evaluation:	30/04/24		
Organization Name & Address:	SMART BRIDGE		

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:

Signature of the Supervisor

INTERNAL ASSESSMENT STATEMENT

Name Of the Student: L. Ram Babu
Programme of Study: Bachelor Business Administration

Year of Study: 3rd Year
Group: BB A

Register No/H.T. No: 121128807050

Name of the College: Dr. Lankapalli Bellayya College

University: Andhra University

Sl.No	Evaluation Criterion	Maximum Marks	Marks Awarded
1.	Activity Log	10	10
2.	Internship Evaluation	30	30
3.	Oral Presentation	10	10
	GRAND TOTAL	50	

Date:

Signature of the Faculty Guide

EXTERNAL ASSESSMENT STATEMENT

Name Of the Student: L. Ravinder
Programme of Study: BBA (Bachelor of Business Administration)

Year of Study: 3rd Year
Group: BBA

Register No/H.T. No:

Name of the College: Dr. Lankapalli Bellayya College

University: Andhra University

Sl.No	Evaluation Criterion	Maximum Marks	Marks Awarded
1.	Internship Evaluation	80	
2.	For the grading giving by the Supervisor of the Intern Organization	20	
3.	Viva-Voce	50	
GRAND TOTAL (EXT. 50 M + INT. 100M)			200

Signature of the Faculty Guide:

Signature of the Internal Expert:

Signature of the Principal with Seal