**S tudent’s Daily Diary/Daily Log**

(To be submitted to Departmental Internship Coordinator-KIET after completion of Internship)

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| **Name of Student** |  |
| **Roll No.** |  |
| **Name of Course** |  |
| **Date of Commencement of Training:** |  |
| **Date of Completion of Training:** |  |

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| **Date of Month** | **Please specify the learnings of the day** | **Time of**  **Arrival** | **Time of Departur e** | **Dept**  **.** | **Supervisor' s Sign** |
| 1 | Course 1: Communication Skills  Tricks of the trade: Topic 4 summary (Course 1: Communication Skills) |  |  |  |  |
| 2 | Clear and concise information: Topic 2 summary (Course 1: Communication Skills) |  |  |  |  |
| 3 | Just the facts: Topic 3 summary (Course 1: Communication Skills) |  |  |  |  |
| 4 | Tricks of the trade: Topic 4 summary (Course 1: Communication Skills) |  |  |  |  |
| 5 | Course 2: Personality Dynamics  Attentiveness: Topic 1 summary (Course 2: Personality Dynamics) |  |  |  |  |
| 6 | Tenacity: Topic 2 summary (Course 2: Personality Dynamics) |  |  |  |  |
| 7 | Resourcefulness: Topic 3 summary (Course 2: Personality Dynamics) |  |  |  |  |
| 8 | Service: Topic 4 summary (Course 2: Personality Dynamics) |  |  |  |  |
| 9 | The Ultimate Working From Home Guide | Investopedia |  |  |  |  |
| 10 | IBM SkillsBuild Presents: How to Succeed in a Digital Job Interview |  |  |  |  |
| 11 | The Ultimate Guide to Professionalism | Indeed Career Guide |  |  |  |  |
| 12 | Course 3: Create a Great Professional Resume (Job Application Essentials)  Introduction |  |  |  |  |

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| 13 | Topic-1  Fine-tune your resume!  Add certifications, activities, and awards  List your skills |  |  |  |  |
| 14 | Topic-2  Create your experience section  Create your education section |  |  |  |  |
| 15 | Topic-3  Create your heading and summary  Explore a professional resume’s geography |  |  |  |  |
| 16 | Course 4: Ace Your Professional Interview (Job Application Essentials) |  |  |  |  |
| 17 | Topic-1  Review the company  Review the job |  |  |  |  |
| 18 | Topic-2  Plan answers to three tough questions  Practice answering common questions |  |  |  |  |
| 19 | Topic-3 Plan your interview day  Practice answering behavioral questions |  |  |  |  |
| 20 | Topic-4  Follow up after the interview  Show what you know! |  |  |  |  |
| 21 | HTML Introduction  structure a web page and its content |  |  |  |  |
| 22 | CSS and Javascript Introduction  form the front-end design of a website by applying information that affects content, style and interactivity of a site |  |  |  |  |
| 23 | Personal branding for career success | The Open University |  |  |  |  |
| 24 | IBM Skills Presents: Personal Branding |  |  |  |  |
| 25 | How to Use LinkedIn for Beginners - 7 LinkedIn Profile Tips | Professor Heather Austin |  |  |  |  |
| 26 | 10 Steps to Getting a LinkedIn Profile That Rocks! | IBM Careers blog |  |  |  |  |
| 27 | Learning LinkedIn | LinkedIn |  |  |  |  |
| 28 | How It Works: Design Thinking | IBM Think Academy |  |  |  |  |
| 29 | Web Development (Introduction) **Visual Studio Code and Command-Line** |  |  |  |  |
| 30 | **Git And GitHub -** Version Control system  **Design Tools** |  |  |  |  |
| 31 | [DOM](https://developer.mozilla.org/en-US/docs/Web/API/Document_Object_Model/Introduction), [Javascript Fetch API](https://www.freecodecamp.org/news/javascript-fetch-api-tutorial-with-js-fetch-post-and-header-examples/), [Service workers](https://www.freecodecamp.org/news/service-workers-the-little-heroes-behind-progressive-web-apps-431cc22d0f16/), [Local Storage](https://www.freecodecamp.org/news/how-to-store-data-in-web-browser-storage-localstorage-and-session-storage-explained/), Web Security |  |  |  |  |

**Signature of Company internship supervisor with Company stamp/ seal**

**(Name- )**

**Contact No.**