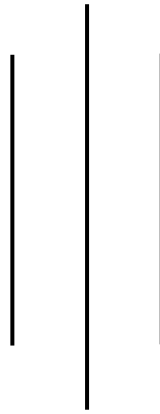
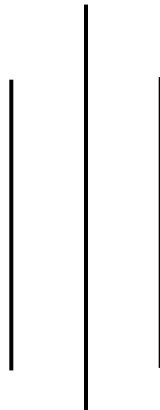


An Internship Report of
Oxford College of Engineering and Management,
Gaidakot-02, Nawalpur



Submitted as a partial fulfilment of
Bachelors of Computer Application, Pokhara University



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I would like to express my heartfelt thanks to the entire team of Oxford College of Engineering and Management for providing me with a supportive environment during my internship. The guidance and knowledge that I gained during my internship have been truly valuable, and I will always cherish this experience.

Finally, I would like to thank my colleagues and peers who supported me during my internship and made it a memorable learning experience.

Thank you all.

ASHA SHRESTHA

BCA 7th semester

COPY OF CERTIFICATE

EXECUTIVE SUMMARY

An Internship is pathway between the theoretical knowledge and practically in real world business scenario. Pokhara University has been emphasizing internship as an academic requirement to make such pathway for students. In this regard, I choose Oxford College of Engineering and Management

This report summarizes my internship experience at Oxford as a front-end developer. During my two-month internship, I worked on developing a school management system and was responsible for creating UI/UX designs. I gained exposure to various tools and technologies used in front-end development, including HTML, CSS, JavaScript, and Bootstrap. Additionally, I developed my professional and soft skills, including communication, teamwork, and time management.

While my internship provided me with valuable experience and skill development, there were limitations due to time constraints and project deadlines. However, overall, this experience has prepared me for a career in front-end development.

In conclusion, my internship at Oxford provided me with a valuable learning experience and skill development in front-end development.

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1. INTRODUCTION

Pokhara University is a public university located in Pokhara, Nepal. It was established in 1997 under the Pokhara University Act. The university is recognized by the University Grants Commission (UGC) of Nepal and is accredited by the Ministry of Education. The university offers various undergraduate, graduate and postgraduate programs in disciplines such as Management, Science and Technology, Humanities and Social Sciences, Health Sciences, and Education.

As part of the BCA program requirements, students at Pokhara University are required to complete a two-month internship at an institution and submit an internship report. This assignment is given by the Science and Technology Faculty to offer practical experience in various organizations and partially fulfill the BCA program's requirements.

This report presents the findings and experiences gained during a two-month internship as a front-end developer at Oxford College of Engineering and Management. During the internship, I was tasked with developing a website of school, which allowed me to apply and enhance my skills in HTML, CSS, and JavaScript. The objective of this report is to reflect on the knowledge and experience gained, the challenges faced, and the solutions implemented during the internship. Additionally, the report aims to provide insights into the latest trends and best practices in the field of front-end development and the impact of these practices on the overall user experience.

Objectives of studying the Organization

My goal of intern was to gain experience of working in an organization where the knowledge and theories studied will be practically applied. The further objectives are as follows:

- To study and analyze the practical implementation of academic knowledge.
- To study the possible challenges and problems that might occur in organization.
- To develop skills in front end development using HTML, CSS, and other relevant technologies, and apply them to real-world projects.
- To gain knowledge about the new technology introduce in global market.
- To gain knowledge of the organization's target audience and tailor the website design and content to meet their needs.

1.1 Overview of the Organization

Oxford College of Engineering and Management (OCEM) is a leading educational institution located in Gaidakot-02 Nawalpur, Nepal. Established in 2000, the college has been providing quality education in the field of engineering and management to thousands of students over the years. The college is affiliated with the prestigious Pokhara University, which is recognized as one of the top universities in Nepal.

OCEM has a team of experienced faculty members who are dedicated to providing a supportive learning environment to students. This college has well-equipped laboratories, library, sports facilities, transportation facilities and computer labs. This college offers Secondary level education and under-graduate programs in engineering and management, including Bachelor of Computer Application, Bachelor of Civil Engineering, Bachelor of Business Administration, Bachelor of Electrical and Electronics Engineering.

1.2 Brief History

In the year 2000 AD, a group of academic intellectuals and IT experts came together to establish a new vision for addressing the real needs and demands of society and the nation. With a key focus on producing dynamic manpower to compete in the global economy, they established the Oxford College of Engineering and Management. Over the past 22 years, the institution has gained a reputation for academic excellence and exceptional career exposure, with nationally and internationally trained faculty members who are passionate about their profession. The college offers ample opportunities for students to showcase their academic and extracurricular talents in national and international events. The college is located in a peaceful academic environment on the banks of the Narayani river, and boasts well-equipped and facilitated infrastructure, including modern labs for Science, IT, and engineering.

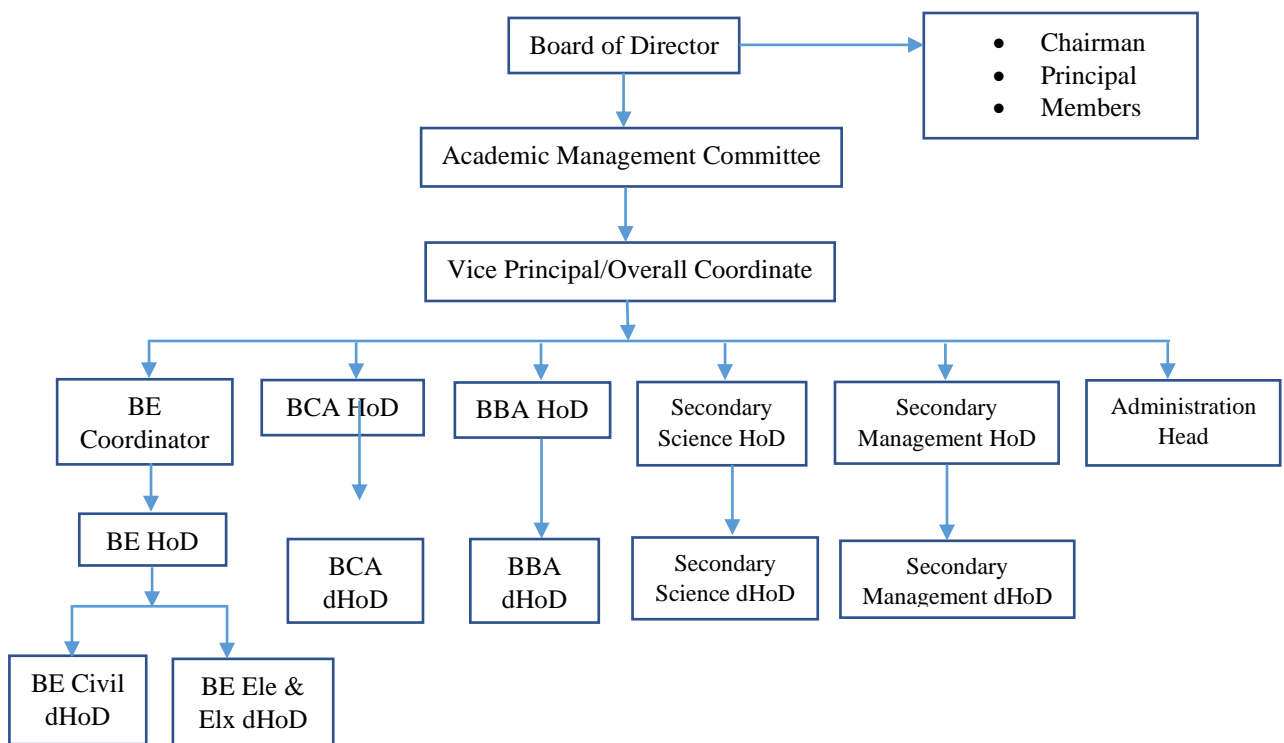
1.3 Nature of the Organization

Oxford College of Engineering and Management is a leading educational institution in Nepal, located in Gaindakot-2, Nawalpur. It aims to produce skilled and competent professionals who can excel in their respective fields and contribute to the growth and development of the country. The college has a diverse range of programs and faculties, catering to the needs and interests of students from different backgrounds and disciplines. It emphasizes a practical and hands-on approach to learning, with well-equipped labs and facilities for science, IT, and engineering. Additionally, the college provides ample opportunities for students to showcase their academic and extracurricular talents in national and international events. The institution also places great importance on creating a peaceful and conducive academic environment for its students and faculty.

1.4 The Organizational Structure

The organizational structure of a company refers to the way in which the company's activities are coordinated and controlled. It defines the roles, responsibilities, and relationships between different positions in the organization. The structure of an organization can be depicted using an organizational chart, which shows the hierarchy of positions in the organization and how they are interconnected.

The organizational structure of Oxford College of Engineering and Management consists of several departments, each headed by a department head, who reports to the principal of the college. Each department has its own faculty members who are responsible for teaching, research, and other academic activities.



1.5 Number of Employees

Oxford College of Engineering and Management was established in 2000 A.D as a pioneer academic institution of Nepal. Currently there are more than 80 staffs working at present in OCEM.

Board Members: 5

Faculty Members:

- BCA: 9
- BBA: 12
- BE-Civil: 9
- BE-Ele & Elx: 7

1.6 SWOT Analysis

Environmental analysis or SWOT analysis is a tool used to evaluate an organization's strengths, weaknesses, opportunities, and threats. It is one of the cornerstone analytical tools to help an organization develop a preferred future. The purpose of the SWOT analysis is to provide information on an organization's strengths and weaknesses in relation to the opportunities and threats.

Here is an example of a SWOT analysis for Oxford College of Engineering and Management:

1.6.1 Strength of Organization

- Excellent academic results and career exposure
- Nationally and internationally trained faculty members
- Fast-growing educational institution with a strong reputation
- Opportunities for students to showcase their talents in national and international events
- Peaceful academic environment on the bank of Narayani river
- Well-equipped and facilitated infrastructure

1.6.2 Weakness of Organization

- Outdated courses and syllabus offered
- Graduate level education is not available
- Limited research and development activities
- High tuition fees compared to some other colleges

1.6.3 Opportunities for Organization

- Update the courses and syllabus
- Development of partnerships with international universities for exchange programs and research collaborations
- Increase interest in online and remote learning options

1.6.4 Threats for Organization

- Competition from Other educational institutions

- Changes in university and government policies and regulations affecting education sector
- Rapidly changing technology and education landscape

1.7 Marketing Mix (4Ps/7Ps)

Marketing mix is a set of strategies that a company uses to promote its products or services to its target audience. It includes the 4Ps (product, price, place, promotion) or 7Ps (product, price, place, promotion, people, process, physical evidence) of marketing. Let's discuss the 4Ps and 7Ps of marketing mix:

1.7.1 4Ps of Marketing Mix:

- **Product:** The product is the core of any business. It is the item or service that the company offers to its customers. Oxford College of Engineering and Management offers a range of academic programs such as engineering, management, and science courses. The quality of education, teaching methodology, course content, and faculty are the key features of their product.
- **Price:** The price is the amount that a customer pays to purchase the product or service. Oxford College of Engineering and Management has set its fee structure based on the facilities and quality of education they offer. The fees for different courses vary depending on the course and the facilities provided by the college.
- **Place:** Place refers to the location of the business and the channels through which the product is distributed. Oxford College of Engineering and Management is located in Gaundakot, Nawalparasi, Nepal. The college has its website and social media pages to reach out to the students who want to pursue higher education.
- **Promotion:** Promotion includes all the activities that a company undertakes to promote its products or services. Oxford College of Engineering and Management uses various channels to promote its courses, such as advertisements in newspapers, billboards, and social media platforms.

1.7.2 7Ps of Marketing Mix:

In addition to the 4Ps, the 7Ps of Marketing mix include:

- **People:** The people are the staff and faculty who are involved in delivering the product or service. The college has well-qualified and experienced faculty members who are dedicated to providing quality education to their students.
- **Process:** The process refers to the steps involved in delivering the product or service. Oxford College of Engineering and Management has a systematic

approach to the admission process, course delivery, and evaluation of students' performance.

- **Physical evidence:** Physical evidence refers to the tangible elements that support the delivery of the product or service. The college has a well-equipped infrastructure with modern classrooms, labs, libraries, and other facilities that provide a conducive learning environment to the students.

2 DESCRIPTION OF DUTIES AND ACCOMPLISHMENT

As a Frontend Development during my internship at Oxford College of Engineering and Management, my main duties and accomplishments were:

- Collaborating with the design team to implement responsive and user-friendly interfaces for the school's website.
- Writing clean and maintainable code using HTML, CSS, and JavaScript.
- Troubleshooting and debugging issues related to frontend development.
- Keeping up-to-date with the latest web development technologies and trends.
- Created UI design for the website.
- Implemented a responsive design for the website that improved mobile accessibility.

2.1 Purpose of Internship

The primary purpose of an internship is to provide students or individuals with hands-on training and exposure to the day-to-day operations of an organization or industry, and to help them develop skills and knowledge that will be useful in their future careers. The purpose of my internship as a front-end developer at Oxford College of Engineering and Management were:

- To gain practical experience in web development and to enhance my skills in front-end technologies such as HTML, CSS, and JavaScript
- To apply the knowledge and skills I acquired through my coursework in a real-world setting.
- Learn about the role of Front-end development in the overall development process.
- Obtain hands-on experience in the entire development process, ranging from design to deployment.
- Develop problem-solving and critical thinking skills by working on real-world development challenges.

Overall, my internship experience was extremely valuable in helping me to develop a deeper understanding of front-end development and to prepare me for a career in this field.

2.2 Limitation

- **Limited duration:** As the internship was only for a period of 2 months, there was a limited amount of time to gain exposure to all aspects of front-end development.
- **Limited scope:** The internship focused primarily on front-end development and did not cover other aspects of software development such as back-end development or database management.
- **Limited exposure to the company:** As the internship was short-term, there was limited exposure to the company culture and the opportunity to build long-term relationships with colleagues.
- Limited access to resources and technology.
- Limited opportunities to work on challenging projects.

2.3 Department worked

During my internship at Oxford College of Engineering and Management, I worked in the Front-End Development department. As a member of the front-end development team, my responsibilities included designing and developing the user interface for the school management system project. Throughout my internship, I also had the opportunity to collaborate with other departments, such as the graphics design team, to ensure that the overall design of the system was visually appealing and functional. Through this experience, I gained practical experience in web development technologies such as HTML, CSS, and JavaScript.

2.4 Responsibilities Assigned

During my internship at Oxford College of Engineering and Management, I was assigned several responsibilities that allowed me to develop my skills in front-end development. My main responsibilities included:

1. Develop a school management system, which involved understanding the requirements, designing the system, and implementing it using various front-end technologies.
2. Collaborating with other developers and designers to ensure consistency and quality in design.
3. Create the user interface and user experience for the SMS, ensuring it was visually appealing, easy to navigate, and met the needs of the end-users.
4. Collaborating with the back-end development team.
5. Debugging and troubleshooting issues related to front-end development.
6. Research on other school websites to gather insights on the latest design trends and features, in order to implement them into the school management system.

Overall, these responsibilities provided me with a comprehensive understanding of front-end development.

2.5 Skills Learnt: Professional and Soft skills

My internship as a front-end developer provided me with an opportunity to develop and enhance a range of professional and soft skills that will be truly valuable in my future career.

Professional Skills:

- Acquired skill in using HTML, CSS and JavaScript.
- Understanding of responsive design principles and techniques.
- Understanding of UI design principles and ability to create visually appealing and user-friendly interfaces.
- Ability to work with software development tools such as Visual Studio Code.

Soft Skills:

- Effective communication and collaboration with team members.
- Attention to detail in design and coding.
- learned how to be flexible and adaptable to changes in project requirements.
- Continuous learning and improvement mindset to stay up-to-date with the latest technologies and trends in front-end development.

2.6 Critical Analysis of the work-patterns

This report has prepared as the partial fulfillment of 7th semester of BCA under Pokhara University. The internship gave me the perfect opening to plant my acquaintance in the appropriate field. It helped me to apply the year's long theoretical lessons into practical area. It was a great chance to gain practical knowledge of web development. Throughout the internship period, I felt that the theoretical knowledge that we are getting in our university is of great help in our practical life.

During my internship at Oxford, I had the opportunity to observe and analyze the work-patterns of the development team. As a front-end developer, I was particularly interested in the design and development process of the school management system that I was tasked with creating. Through this experience, I was able to identify some strengths and weaknesses in the work-patterns that I observed. One of the strengths of the work-patterns was the emphasis on communication and collaboration.

However, one limitation of the work-patterns was the limited time available for skill-building. While I was given exposure to various tools and technologies used in front-end development, the internship period was only two months, which made it difficult to fully explore and practice them in depth.

3 RECOMMENDATIONS

Every organization no matter how advanced it may be, can have drawbacks. Similarly, Oxford College of Engineering and Management, even though being one of the leading institutions in the education sector of Nepal, it required continuous drawn above following are the recommendations for the organization:

- I would recommend that the college invest in modern and efficient design and development tools in order to streamline the development process and improve productivity.
- I would recommend that the college invest in ongoing training and development opportunities for design and development staff, in order to ensure that everyone is up-to-date with the latest technology and best practices in the field.

4 SUMMARY AND CONCLUSIONS

During the two-month internship at Oxford, I worked as a front-end developer and was responsible for developing a school management system and creating the UI/UX design. I gained exposure to various tools and technologies used in front-end development, including HTML, CSS, JavaScript, and Bootstrap. I also learned professional and soft skills such as teamwork, time management, and communication. Although there were limitations in terms of time and skill-building opportunities, the overall experience was valuable in preparing me for a career in front-end development.

Overall, My internship experience at Oxford was a valuable opportunity for me to learn and grow as a front-end developer. I was able to gain hands-on experience in developing a school management system. It was a great chance to gain practical knowledge of front-end development from OCEM. Beside this, the supervisors were extremely helpful in guiding on our internship program.

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