

*PROGRAM BOOK FOR
SEMESTER INTERNSHIP*

Name of the Student : Kalivongsu Sandeep

Name of the College : Dr Lankapalli Bullayya College, Visakhapatnam

Registration Number : 12112880 7028

Period of Internship : 6th semester

Name & Address of Intern Organization:

Name of the University : Andhra University

Year : 2021-2024

An Internship Report on

Accounting & Financial Analytics

Submitted in accordance with the requirement for the degree of

Bachelor of Business Administration

Under the Faculty Guideship of

Smt. Dr. T. I. Purnima

Department of

Management - UG

Dr Lankapalli Bullayya College: Visakhapatnam

Submitted by

Kalivarapu Sandeep

Reg. No.

191198807028

Dr. Lankapalli Bullayya College
Visakhapatnam-13

Certification

This is to certify that Kalivarsapu Sandeep

Reg. No. 121128207028 has completed Internship in

Accounting & Financial Management Agarwal Sweets

Under my supervision as part of a partial fulfillment of the requirement for
the Degree of Bachelor of business administration in Department of BBA

Dr. Lankapalli Bullayya College, Visakhapatnam.

This is accepted for evaluation.

Signature with Date and seal

Endorsements

Faculty Guide

: Purnima

Head of the Department :

Principal :

Project Report Format

1. INTRODUCTION

- a. Overview - A brief description about your project
- b. Purpose - The use of this project. What can be achieved using this.

2. LITERATURE SURVEY

- a. Existing problem - Existing approaches or method to solve this problem
- b. Proposed solution - What is the method or solution suggested by you?

3. THEORITICAL ANALYSIS

- a. Block diagram - Diagrammatic overview of the project.
- b. Hardware / Software designing
 - 1. Hardware and software requirements of the project

4. RESULT

Final findings (Output) of the project along with screenshots.

5. ADVANTAGES & DISADVANTAGES

List of advantages and disadvantages of the proposed solution

6. APPLICATIONS

The areas where this solution can be applied

7. CONCLUSION

Conclusion summarizing the entire work and findings.

8. FUTURE SCOPE

Enhancements that can be made in the future.

9. Weekly Reports

10. Student Self Evaluation of the Short-Term Internship

- 1. Evaluation by the Supervisor of the Intern Organization
- 2. EVALUATION
- 3. MARKS STATEMENT

Acknowledgements

I would sincerely like to thank APSTHE for providing me with this corporate internship which helped me gain practical experience and knowledge on "Accounting & Financial ^{Mathematics} with Zoho Books of accounts

I thank our respected Sir Dr. "h.s.k. charan rao for giving me this wonderful opportunity

I would also like to thank our Head of department Mr. N.K. Mahesh Department of BBA and our guide Mrs. R. J. L. Puranima for being a wonderful mentor throughout my project

I thank almighty/ god . my parents and my friends without whose help this project would not have been completed.

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.

Description of The Sector of business (in intern organization)

Smart Bridge operates in the Accounting & Financial Analytics sector, providing innovative solutions to enhance business and financial accounting with Zoho. Managing an organization's books of accounting. To manage an organization on the basis of given sales and purchases.

Learning objectives and outcomes

- 1) Managing organization
- 2) Preparing GST
- 3) Create Item
- 4) Purchase Order
- 5) Managing Bills
- 6) Creating invoices
- 7) Converting bills
- 8) Recording payment
- 9) Basic Entries
- 10) Generate reports

Summary of internship activities

- 1) Attending demo executive classes on project development
- 2) Selection of topic "Operation and maintenance of Zoho tools on agarwal Page No. 555"

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 platform's goal is to prepare students for the job market by establishing a corporate relationship between industry and academic.

Smart bridge partner with companies such as Google to offer virtual internship. The internship provide students with hands on experience with hands on experience with the latest technology and enable project based learning. Smart bridge flagship event to provide knowledge and working environment to the students to build their skill.

Organization objective

The main objective is that to establish the job standards and increase their skill and academic

And what the academics offer to the graduates which passing out of university Smart bridge offers suitable skills development (SE) training to the young talent before on boarding their first job. Their skill development programmes are designed considering the present in demand skill in the industry.

The main objective of Smart bridge is providing internship for every student to make industry approved professional electronics & become a talent factory of India by 2026.

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 APSTHE Smartinternelling for smartbridge with zoho Books of accounts course i.e five training sessions as per the pre schedule training calander
- 2) Participation weekly quiz and completing weekly assignments with respect to the accounting and financial analytics
- 3) Team formation and selection of project TOPICS based on student performance
- 4) getting the data and using the instructions to making reports
- 5) project mentoring sessions and developing the items and purchase orders, invoices ,Bills and develop the journal entries and bank entries based on transaction
- 6) Submission of team project via uploading the project files in github repository.

ACTIVITY LOG FOR THE FIRST WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
12/2/24 Day - 1	orientation session on the cause of accounting and finance analytics	Brief overview of zoho and finance and accounting	Purnima
13/2/24 Day - 2	Introduction to accounting and financial analytics tools	Learned the basics tools in zoho books	Purnima
14/2/24 Day - 3	Introduction to zoho and overview of zoho books	Learned about zoho books and its history.	Purnima
15/2/24 Day - 4	live tutorial on setting up Registering in zoho books	Learned how to create business accounting in zoho	Purnima
16/2/24 Day - 5	Learn how to navigate and use various modules in zoho	Learned about various modules available in zoho	Purnima
17/2/24 Day - 6	Brief overview on the difference between zoho and introit for cost	Learned about the difference between zoho and introit for cost	Purnima

WEEKLY REPORT

WEEK - 1 (From Dt. 12.12.24. to Dt. 17.12.24....)

Objective of the Activity Done:

Detailed Report:

The long term course of Internship programme track "Accounting and financial analytics" commenced with a programme orientation session aiming to provide a brief overview on the course importance, job opportunities associated with future scope etc. On day 1, the following sessions for day 2 & 3 primarily focused reinforcing our knowledge on accounting its concepts, the terminology, principles and numerous tools used in the financial analysis of statements to help us better understand and get a rough basis while examining modules, incarnations and data entry. Data summarization. The second half of the week includes one tutorial by our trainer on setting started with and we have to register into the books, and input organization name and file use tools to credit modules. The trainer can give good training to credit modules based on accounts and explain the need for each.

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 Sales Invoice and customer master creation	By this we learned about how to create sales invoices	Purnima
20/12/24 Day - 2	Creation of purchase modules and Invoice	By this we learnt about what all are required	Purnima
21/12/24 Day - 3	Creation of Journal	We learnt about recording of Journals.	Purnima
22/12/24 Day - 4	Chart of Accounts Journals and Payable Entries	Creating and Recording Entries	Purnima
23/12/24 Day - 5	Reports	Introduction of Report Sims	Purnima
24/12/24 Day - 6	Reports, Business invoices and taxes	Learned about reports & Business Overview	Purnima

WEEKLY REPORT
WEEK - 2 (From Dt. 19.12.24 to Dt. 24.12.24.)

Objective of the Activity Done:

Detailed Report:

Building upon the foundation established in the 1st week, the second week took us into the introduction of accounting & financial accounting.

On 1st day of 2nd week we were taught of creation of sales invoice and introduction to cloud Accounting and Zoho Books and master creation which covered items, customers and vendors. 2nd day we were taught creating of purchases which carried on 3rd day. We covered creation of journals and entries of transaction. 4th day we learned about creating journals and payable. 5th day introduction about report and mis.

ACTIVITY LOG FOR THE THIRD WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
26/12/24 Day - 1	Introduction to financial analytics and techniques	On the basis we learnt about financial analysis.	Purnima
27/12/24 Day - 2	Revision of the previous Zoho books in week 2	We learnt about zohobooks sam sweets case study	Purnima
28/12/24 Day - 3	We learned about how to create Report on sam sweets	By this we learned about how to create report	Purnima
29/12/24 Day - 4	Excel sheet live session on - NPV, PV, FV, IRR	By this we learned about how to solve NPV, PV, FV	Purnima
1/1/24 Day - 5	IRR, PMT, IPmt etc.	By this we learned about how to solve IRR, XIRR, PMT, IPMT	Purnima
1/1/24 Day - 6	Weekly assignment	By this we have completed the assignment.	Purnima

WEEKLY REPORT
WEEK - 3 (From Dt. 26.12.24. to Dt. 11.01.24.)

Objective of the Activity Done:

Detailed Report: In The Third week we learned about The introduction to financial analytics terminology like ROI, NPV, Leverages, financial ratios etc. with detail explanation and we learned about Sam Sweets case study and explanation on the previous modules and prepare the invoices, bills of different items and purchase order Banking and discussion on The 3rd day hands on Report on zoho books with modules on 4th day. We learned live hand on about NPV (Net present value) feature value direct from Excel. And on day 5 we learned about internal return rate (IRR) Extended internal return rate (EIRR) annuity EMI interest rate (CALR) compound annual growth rate on day 6. We have assigned an assignment and briefly explain about the assignment with mentor.

ACTIVITY LOG FOR THE FORTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In Charge Signature
4/3/24 Day - 1	calculation of principal & interest position of an investment and effective Nominal interest rate.	Learned how to calculate NPMT (PPMT) EFFECT (NOMINALS) SLN	Purnima
5/3/24 Day - 2	Introduction to financial analysis Theories (EU) methodologies	I learned about modern portfolio theory & effective market hypothesis	Purnima
6/3/24 Day - 3	Introduction to discount cash flow valuation and quiz	I learned about DCF) valuation and completed quiz	Purnima
7/3/24 Day - 4	Introduction to capital asset pricing model and ratio analysis	I learned about CAPM theory and Basis of ratio analysis	Purnima
8/3/24 Day - 5	practicing financial Ratios in microsoft Excel	I learned to calculate liquidity, profitability & turnover ratios	Purnima
9/3/24 Day - 6	completed weekly Assignment in Excel	I learned how to calculate EMI, PPMT, IPMT on mortgage loan interest	Purnima

WEEKLY REPORT
WEEK - 4 (From Dt. 13.1.24 to Dt. 09.03.24)

Objective of the Activity Done:

Detailed Report: In this week of the internship commenced with us further exposing all remaining financial functions in Microsoft Excel function to calculate 1) principal portion of interest portion of a period monthly payment of an investment 2) Nominal Annual interest rate 3) Effective Annual interest rate and finally 5) straight-line method of depreciation later we learned about various financial analysis.

The four

- 1) modern portfolio theory
- 2) Efficient market hypothesis.
- 3) discounted cash flow valuation
- 4) Capital asset pricing model

A weekly assignment was conducted in context to financial analysis on day we were provided with a brief explanation on ratio analysis we were taught how to implement financial ratios and work on them using data in Microsoft.

ACTIVITY LOG FOR THE FIFTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
11/3/24 Day - 1	Introduction to investment types Asset classes	Learned about investment types and its importance.	Punisher
12/3/24 Day - 2	Introduction to financial markets and different sources of investment	Learned about financial markets it's participants SEBI	Punisher
13/3/24 Day - 3	Analysis vs analytics Types of Analysis	Learned the difference b/w analysis and 3 major types of analysis	Punisher
14/3/24 Day - 4	Types of investment analysis in investment mgt	Learned about Technical analysis and fundamental analysis	Punisher
15/3/24 Day - 5	Introduction to stock market basis - key Terminology & stock market	Learned basics of stock market its regulatory bodies	Punisher
16/3/24 Day - 6	Completed Weekly assignment in word document	Learned How to draft a report on analysis & compare Advantages	Punisher

WEEKLY REPORT

WEEK - 5 (From Dt..11.13.124 to Dt..16.13.124.)

Objective of the Activity Done:

Detailed Report:

The fifth week of our internship began with a brief introduction to investment mot and the various types of investment e.g.) Asset classes and Benefit of investment. The factors influencing investment decision on day two we learnt about different sources of investment information which encompasses financial news outlets investment websites government analysis, industry publication and we also we received a thorough briefing on the instruments in it like equity, currencies Bond etc. on day 3. we learned about the different types of investment analysis i.e. fundamental analysis and technical analysis. On day 4 we further explored fundamental analysis and its three core elements 1) macro economic 2) industry analysis 3) company analysis. On day 5 introduction about stock market its basics. Stakeholders stock market participants NSE, BSE NSE.

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	Overview of stock exchanges, bond market and other.	Purnima
19/3/24 Day - 2	Market Participants	Understanding the roles of investors, traders, brokers.	Purnima
20/3/24 Day - 3	Market Structure	Exploring different market structures as a bull market	Purnima
21/3/24 Day - 4	Market Efficiency	Understanding the concept of market efficiency	Purnima
22/3/24 Day - 5	Market Dynamics	Analyzing market trends, volatility and market movement	Purnima
23/3/24 Day - 6	Weekly Assignment	Submit the weekly assignment on previous topics	Purnima

WEEKLY REPORT
WEEK - 6 (From Dt. 12/31/24 to Dt. 23/31/24.)

Objective of the Activity Done:

Detailed Report: Through out the course of our training session we embarked on a comprehensive journey through various aspects of investment analysis. Starting with a fundamental analysis overview, this segment provided us with a solid understanding of the principles and methodology involved in evaluating investment opportunities based on financial statement ratios and valuation methods. Moving forward, we delved into economic analysis and its significance, recognizing the pivotal role of macroeconomic indicators and government policies in shaping financial market dynamics. Subsequently, we explored industry analysis techniques learning to assess industry trends, competitive forces, and growth prospects. To identifying promising sectors for investment. Building on this foundation, we then delved into company technical analysis.

ACTIVITY LOG FOR THE SEVEN WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-charge Signature
Day - 1 25/3/24	Stock Market basics	We came learned about stock market basics.	Purnima
Day - 2 26/3/24	hands on practice stock market	hands on practice about stock market	Purnima
Day - 3 27/3/24	Stock market pledging	overview about stock market Pledging.	Purnima
Day - 4 28/3/24	technical analysis	overview about technical analysis.	Purnima
Day - 5 29/3/24	candlestick patterns	give brief about candle stick pattern	Purnima
Day - 6 30/3/24	Introduction to insurance.	Explain about Insurance and Policies	Purnima

WEEKLY REPORT
WEEK - 7 (From Dt. 25.3.24. to Dt. 30.3.24.)

Objective of the Activity Done:

Detailed Report: Through this week Technical lesson in the internship we delivered into the fundamentals about stock market analysis.

focusing on essential concepts such as candlestick patterns and technical analysis.

We began by understanding the basis of stock market analysis, including the factors influencing stock prices and we explored candlestick patterns and the market trends of the stock price.

and give hands on practice about the information of different trends in the pattern. And in that analysis part give detailed and overview the summary of how the market price will be fluctuated.

and after analysis give introduction about insurance.

and explain the sector of life insurance.

ACTIVITY LOG FOR THE EIGHTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Introduction to insurance	Overview of the insurance industry	Purnima
Day - 2	Insurance products and policies	Life insurance products	Purnima
Day - 3	Property and Casualty insurance	Property insurance	Purnima
Day - 4	Risk mgmt in Insurance	Principle of Risk management	Purnima
Day - 5	Insurance analytics	Data source in insurance	Purnima
Day - 6	Regulatory Environment and compliance	Regulatory framework for insurance.	Purnima

WEEKLY REPORT

WEEK - 8 (From Dt:..... to Dt:.....)

Objective of the Activity Done:

Detailed Report: Certainly throughout the week of our internship in financial analytics we meticulously covered a comprehensive range of topics relating to insurance our schedule was carefully structured to provide a thorough understanding of insurance principles products and analytics and regulatory framework. We commenced with an in-depth exploration of the insurance industry's fundamentals encompassing various types such as life, health and property and casualty insurance. Each day was dedicated to dissecting specific aspects including the intricate details of insurance products and policies. Risk mgmt strategies and analytical techniques tailored for the insurance sector. Moreover we delved into the crucial role of data analytics techniques tailored for the insurance sector. Moreover we analyzed the complex regulatory landscape governing insurance operations.

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-charge Signature
Day - 1	Team allotment	Selection of Team leads and team members	Purnima
Day - 2	Mentor allotment	Assigning mentors to each team	Purnima
Day - 3	Team project topic selection	Selected project topic	Purnima
Day - 4	Discussion on team project tasks	Divide the project tasks into a systematic format	Purnima
Day - 5	Assigning tasks to team members.	Assigning tasks to team members	Purnima
Day - 6	Defining and analysing the zoho books.	Understands zoho books	Purnima

WEEKLY REPORT

WEEK - 9 (From Dt..... to Dt.....)

Objective of the Activity Done:

Detailed Report: In this week a commenced with formation of teams and assignments of team leaders & team members. Each Team in our team received membership assignment and assignments provided valuable guidance and support throughout the internship and support through team project selection based on each team members expertise on each project topic available.

our team.

Topic:- Preparation and maintain Zoho books of accounts. A general survey afterwards defined & assigned specific tasks with the team. Established a project roadmap to ensure each team members task assigning distributing responsibility among team members.

ACTIVITY LOG FOR THE TENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Creating organization	Creating organization based on details	Purnima
Day - 2	Enable tax settings	Enable tax settings with default rates.	Purnima
Day - 3	Creating items and creating vendors	Creating items based on codes and series with items and services with items	Purnima
Day - 4	Creating purchase order.	Creating purchase order based on given raw materials	Purnima
Day - 5	Creating customers	Creating customers based on GST (i) unregistered GST	Purnima
Day - 6	Creating sales order.	and creating sales orders based on quantity/and/size	Purnima

WEEKLY REPORT

WEEK - 10 (From Dt..... to Dt.....)

Objective of the Activity Done:

Detailed Report: In this week 'id' we commenced with Zoho books dr account and creating organization profile based on industry and they can give some address with registered gst number and using registration rate.

and goto home page. getting started to creation of items based on good and services using quantity based on unit and give purchase and sales price of the goods after creating items. and after creating vendor details based on gst and registered gst and using some billings and shipping address after we can create customer using purchase bills and converting into invoices after converting the invoice with date can record the payment to bank or petty cash. and the bills will be send through email to the customer and will receive copy and tracking the payment status of customer with minimum due date.

ACTIVITY LOG FOR THE ELEVENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Creating Bank Q/LC	Creating Basic account by using details	Ramini
Day - 2	Accounts & ledgers	Creating of accounts & ledger topside name.	Ramini
Day - 3	Journal Entries	Recording Journal Entries & Publish The Entries.	Ramini
Day - 4	Expense & Bills	making Bills using The Record Expense.	Ramini
Day - 5	Bank Entries	Recording of Bank Transactions	Ramini
Day - 6	Financial Reports	uploading on financial report.	Ramini

WEEKLY REPORT

WEEK - 11 (From Dt..... to Dt.....)

Objective of the Activity Done:

Detailed Report: in The week '11" we started TO adding bank and details with the zoho books To add in the transaction in it after creating bank To create a New account and go To add of account Select New account and select account type and provide Name account Name and save. after account & ledgers and Recording of Journal Entries. To transaction occurred at The end of month. To add The manual Journal. provided The necessary fields and after save and publish To post The Entry
After completion of Journals and go To Banking section To add New transaction occurred in The during The month with all The credits and debit amount in The Bank To record all the expenses and liability with respected transaction make The payment against The open Bills and invoice To close and make complete.

ACTIVITY LOG FOR THE TWELVETH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Downloading repositories	Downloading the repositories from zoho books	Ramini
Day - 2	Creating a new repository in github.	Creating new repository in github	Ramini
Day - 3	Creating new folder	Creating new folder	Ramini
Day - 4	Uploading the documents	Uploading the docs and project file	Ramini
Day - 5	Making video demonstration	Making demonstration.	Ramini
Day - 6	Submission of project.	Finally submit in the project.	Ramini

WEEKLY REPORT

WEEK - 12 (From Dt. to Dt.)

Objective of the Activity Done:

Detailed Report: In The Week 12 Command Financial

Submission which comprising all the
Reports from Smart team Submitted an
account based on demo in Smart Entrep -

also downloading the document all The
Financial Report from Sohu github with
and login with our Credentials and Create
a new repository with The Project Name
and moving New Folder with respective
Teammembers and Upload all The docu
ments with Their Assignments to Their respective
folders and create a project document
upload all the project files in that folder
and using The viden tool in drive and
copy The link and posting github and tiny
upoad The drive new line insmost team and
We have to provide out bit link To
Submitted The menter.

Agarwal sweets pvt,ltd
Journal Report

Basis: Accrual

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

01/04/2023 - BILL QSI0002 (QUALITY SWEETS INGREDIENTS)		DEBIT	CREDIT
Cost of Goods Sold		3,000.00	0.00
Input IGST		150.00	0.00
Accounts Payable		0.00	3,150.00
		3,150.00	3,150.00
01/04/2023 - PAYMENTS MADE QSI0002 (QUALITY SWEETS INGREDIENTS)		DEBIT	CREDIT
Accounts Payable		3,150.00	0.00
Petty Cash		0.00	3,150.00
		3,150.00	3,150.00
01/04/2023 - VENDOR PAYMENT 2 (RAJ ESSENCE SUPPLIERS)		DEBIT	CREDIT
Prepaid Expenses		2,500.00	0.00
Petty Cash		0.00	2,500.00
		2,500.00	2,500.00
01/04/2023 - BILL IYST0001 (IYYANGER SUGAR TRADERS)		DEBIT	CREDIT
Cost of Goods Sold		10,000.00	0.00
Input CGST		250.00	0.00
Input SGST		250.00	0.00
Accounts Payable		0.00	10,500.00
		10,500.00	10,500.00
01/04/2023 - BILL STRW001 (SWEET TREATS RAW MATERIALS)		DEBIT	CREDIT
Cost of Goods Sold		20,000.00	0.00

01/04/2023 - BILL BTRW001 (SWEET TREATS
RAW MATERIALS)

		DEBIT	CREDIT
Input IGST		1,000.00	0.00
Accounts Payable		0.00	21,000.00
		21,000.00	21,000.00

01/04/2023 - INVOICE INV-000001 (SURESH
KUMAR DVERI)

		DEBIT	CREDIT
Accounts Receivable		1,05,000.00	0.00
Output IGST		0.00	5,000.00
Sales		0.00	1,00,000.00
		1,05,000.00	1,05,000.00

01/04/2023 - OWNERS CONTRIBUTION 1

		DEBIT	CREDIT
Agarwal Sweets ICICI Bank		1,00,000.00	0.00
capital deposit		0.00	1,00,000.00
		1,00,000.00	1,00,000.00

01/04/2023 - TRANSFER FUND 1

		DEBIT	CREDIT
Petty Cash		10,000.00	0.00
Agarwal Sweets ICICI Bank		0.00	10,000.00
		10,000.00	10,000.00

01/04/2023 - BILL QDS001 (QUALITY DELIGHTS
SUPPLIERS)

		DEBIT	CREDIT
Cost of Goods Sold		6,000.00	0.00
Accounts Payable		0.00	6,000.00
		6,000.00	6,000.00

10/04/2023 - BILL RES0001 (RAJ ESSENCE
SUPPLIERS)

		DEBIT	CREDIT
Cost of Goods Sold		2,500.00	0.00
Accounts Payable		0.00	2,500.00
		2,500.00	2,500.00

**10/04/2023 - PAYMENTS MADE RES0001 (RAJ
ESSENCE SUPPLIERS)**

	DEBIT	CREDIT
Accounts Payable	2,500.00	0.00
Prepaid Expenses	0.00	2,500.00
	2,500.00	2,500.00

**10/04/2023 - PAYMENTS MADE IYST0001
(IYYANGER SUGAR TRADERS)**

	DEBIT	CREDIT
Accounts Payable	10,500.00	0.00
Agarwal Sweets ICICI Bank	0.00	10,500.00
	10,500.00	10,500.00

**10/04/2023 - PAYMENTS MADE STRW001
(SWEET TREATS RAW MATERIALS)**

	DEBIT	CREDIT
Accounts Payable	21,000.00	0.00
Agarwal Sweets ICICI Bank	0.00	21,000.00
	21,000.00	21,000.00

**10/04/2023 - VENDOR PAYMENT 5 (QUALITY
DELIGHTS SUPPLIERS)**

	DEBIT	CREDIT
Prepaid Expenses	6,000.00	0.00
Agarwal Sweets ICICI Bank	0.00	6,000.00
	6,000.00	6,000.00

**10/04/2023 - PAYMENTS MADE QDS001
(QUALITY DELIGHTS SUPPLIERS)**

	DEBIT	CREDIT
Accounts Payable	6,000.00	0.00
Prepaid Expenses	0.00	6,000.00
	6,000.00	6,000.00

**15/04/2023 - INVOICE INV-000005 (KARTHIK
KRISHNAN)**

	DEBIT	CREDIT
Accounts Receivable	21,000.00	0.00
Output CGST	0.00	500.00
Output SGST	0.00	500.00
Sales	0.00	20,000.00

15/04/2023 - INVOICE INV-000005 (KARTHIK KRISHNAN)

DEBIT	CREDIT
21,000.00	21,000.00

20/04/2023 - INVOICE INV-000002 (PRIYA RANGANATHAN)

DEBIT	CREDIT
42,000.00	0.00
Accounts Receivable	2,000.00
Output IGST	40,000.00
Sales	42,000.00
	42,000.00

20/04/2023 - INVOICE PAYMENT INV-000002 (PRIYA RANGANATHAN)

DEBIT	CREDIT
42,000.00	0.00
Petty Cash	42,000.00
Accounts Receivable	42,000.00
	42,000.00

20/04/2023 - INVOICE INV-000003 (ARAVINDAN MANI)

DEBIT	CREDIT
5,250.00	0.00
Accounts Receivable	125.00
Output CGST	125.00
Output SGST	5,000.00
Sales	5,250.00
	5,250.00

20/04/2023 - INVOICE INV-000004 (KAVITHA RAJENDRAN)

DEBIT	CREDIT
6,300.00	0.00
Accounts Receivable	150.00
Output CGST	150.00
Output SGST	6,000.00
Sales	6,300.00
	6,300.00

25/04/2023 - INVOICE PAYMENT INV-000001 (SURESH KUMAR IYER)

DEBIT	CREDIT
1,05,000.00	0.00
Agarwal Sweets ICICI Bank	

Journal Entry - Date: 30/04/2023		
Debit	Credit	
10,000.00	10,000.00	30/04/2023 - JOURNAL 1
50,000.00	50,000.00	Salaries and Employee Wages
0.00	50,000.00	SALARY PAYABLE
50,000.00	50,000.00	
10,000.00	10,000.00	30/04/2023 - EXPENSE 2
10,000.00	0.00	Advertising And Marketing
0.00	10,000.00	Petty Cash
10,000.00	10,000.00	
5,000.00	5,000.00	30/04/2023 - EXPENSE 3
5,000.00	0.00	Other Expenses
0.00	5,000.00	Petty Cash
5,000.00	5,000.00	
1,800.00	0.00	30/04/2023 - EXPENSE 0001
1,800.00	0.00	Input CGST
1,800.00	0.00	Input SGST
20,000.00	0.00	Rent Expense
0.00	23,600.00	Agarwal Sweets ICICI Bank

Agarwal sweets pvt,ltd
Balance Sheet

Basis: Accrual

As of 30/04/2023

[Collapse all](#) [Expand All](#)

ACCOUNT	TOTAL
Assets	
Current Assets	
Cash	
Petty Cash	-18,650.00
Total for Cash	-18,650.00
Bank	
Agarwal Sweets ICICI Bank	1,83,900.00
Total for Bank	1,83,900.00
Accounts Receivable	32,550.00
Other current assets	
Input Tax Credits	0.00
Input CGST	2,050.00
Input IGST	1,150.00
Input SGST	2,050.00
Total for Input Tax Credits	5,250.00
Total for Other current assets	5,250.00
Total for Current Assets	2,03,050.00
Total for Assets	2,03,050.00
Liabilities & Equities	
Liabilities	
Current Liabilities	

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Balance Sheet | Reports | Cash Books

ACCOUNT	TOTAL
SALARY PAYABLE	60,000.00
IGST Payable	0.00
Output CGST	775.00
Output IGST	7,000.00
Output SGST	775.00
Total for GST Payable	8,550.00
Total for Current Liabilities	58,550.00
Total for Liabilities	58,550.00
Equities	
capital deposit	1,00,000.00
Current Year Earnings	44,500.00
Total for Equities	1,44,500.00
Total for Liabilities & Equities	2,03,050.00

Amount is displayed in your base currency **INR

Agarwal sweets pvt,ltd**Profit and Loss****Basis: Accrual****From 01/04/2023 To 31/03/2024**

Account	Total
Operating Income	
Sales	1,71,000.00
Total for Operating Income	1,71,000.00
Cost of Goods Sold	
Cost of Goods Sold	41,500.00
Total for Cost of Goods Sold	41,500.00
Gross Profit	1,29,500.00
Operating Expense	
Advertising And Marketing	10,000.00
Other Expenses	5,000.00
Rent Expense	20,000.00
Salaries and Employee Wages	50,000.00
Total for Operating Expense	85,000.00
Operating Profit	44,500.00
Non Operating Income	
Total for Non Operating Income	0.00
Non Operating Expense	
Total for Non Operating Expense	0.00
Net Profit/Loss	44,500.00

****Amount is displayed in your base currency INR**

Agarwal sweets pvt,ltd
Tax Return

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

DATE	ENTRY NUM...	TRANSACTI...	AMOUNT	IGST AMOU...	COST AMOU...	SGST AMOU...	CESS A...
01/04/2023	INV-000001	Invoice	₹1,00,000.00	₹5,000.00	₹0.00	₹0.00	₹0.00
			0				
15/04/2023	INV-000005	Invoice	₹20,000.00	₹0.00	₹500.00	₹500.00	₹0.00
20/04/2023	INV-000002	Invoice	₹40,000.00	₹2,000.00	₹0.00	₹0.00	₹0.00
20/04/2023	INV-000003	Invoice	₹5,000.00	₹0.00	₹125.00	₹125.00	₹0.00
20/04/2023	INV-000004	Invoice	₹6,000.00	₹0.00	₹150.00	₹150.00	₹0.00

Agarwal sweets pvt,ltd
AR Aging Details By Invoice Due Date

As of 15/04/2023

DATE	TRANSACTI...	TYPE	STATUS	CUSTOMER ...	AGE	AMOUNT	BALAN...
						₹1,26,000.0	₹1,26,00
					0	0	0.00
10/04/2023	INV-000001	Invoice	Sent	Suresh Kumar Iyer		₹1,05,000.0	₹1,05,00
15/04/2023	INV-000005	Invoice	Sent	Karthik Krishnan		₹21,000.00	₹21,000.00
						₹1,26,000.	₹1,26,00
					00	00.00	

Agarwal sweets pvt,ltd

A/P Aging Details

As of 05/04/2023

MANAGEMENT AND ENVIRONMENT

Managerial environment you have organizational factors of people performance, facilities available and maintenance, clarity of job roles, procedures, guidelines, decision discipline, time management, hierarchical relationships, coordination, mutual support and commitment, motivation, power and constitution, etc.

MANAGEMENT OF WORK ENVIRONMENT

The manager of Small Body has been transformed externally, equipping me with financial skills, with zero error in accounts and deep understanding of the project zero in financial industry. The hands on experience & exposure to real world tasks has not only has also develop my communication skills and project management skills.

The work environment fostered a collective atmosphere with clear mandate, well defined processes and structured procedure that facilitate were equipped with necessary tools. The book is account and tracking and maintain all financial report and we can calculate the performance to identify the financial position the organization based on the report. with a well organized audit file work.

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

Description of the technical skills acquired

1. Bookkeeping :- Record financial transactions such as sales, purchases, expenses, and payments etc in the Zoho platform
2. Invoicing :- Proficiency in creating invoices and sending mails to the clients and tracking the payment status
3. Expense tracking :- Ability to record and categorize expenses incurred by the business facilitating better expense management and budgeting
4. Bank Reconciliation :- Skill in reconciling bank statement with the transaction recorded in Zoho books to ensure accuracy and identify discrepancies
5. Tax management :- Competence in setting up tax & calculating taxes on transacting and generating tax report to ensure compliance

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 management skills acquired / communication skills

- * Project management :- coordinating tasks, setting goals & ensuring the timely completion of the ~~data~~ Analytics financial Project.
- * Team collaboration :- working effectively in a group & setting goals & objectives delegation tasks & fostering a collaborative environment
- * Leadership skills :- taking initiative, guiding the team making decision to achieve project objectives
- * Time management :- prioritizing tasks, meeting deadlines & efficiently allocating resources
- * Problem solving as a team :- addressing challenges collectively & finding solutions through group decision & collaboration.
- * Providing constructive feedback to team members & actively participating in continuous improvement process

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

Description about The ability in team contribution and leading a team activity

- * Presentation skills :- Creating & delivering engaging presentation to communicate insights & reports to know about The financial position.
- * Team collaborative :- collaborative with team members to share information, discussion project
- * written communication :- crafting clearer & concise reports documentations and emails related to zoho financial analytics with zoho
- * conflict resolution :- Addressing & resolving conflicts with in team to maintain a positive & productive environment b/w team members
- * Feedback delivery :- providing constructive feedback to peers, mentors & trainers and receiving feedback for continuous improvement

Student Name: *Kavya Rani Savitri*
Term of Internship: *Summer Internship*
Date of Evaluation: *15/07/2023*
Organization Name & Address: *Smart Bridge*

Please rate your performance in the following areas:
Rating Scale: Letter grade of CGPA calculation to be provided

Oral communication	1	2	3	4	5
Written communication	1	2	3	4	5
Proactiveness	1	2	3	4	5
Interaction ability with community	1	2	3	4	5
Positive Attitude	1	2	3	4	5
Self-confidence	1	2	3	4	5
Ability to learn	1	2	3	4	5
Work Plan and organization	1	2	3	4	5
Professionalism	1	2	3	4	5
Creativity	1	2	3	4	5
Quality of work done	1	2	3	4	5
Time Management	1	2	3	4	5
Understanding the Community	1	2	3	4	5
Achievement of Desired Outcomes	1	2	3	4	5
OVERALL PERFORMANCE	1	2	3	4	5

K-Sandeep
Signature of the Student

Evaluation by the Supervisor of the Intern Organization

Student Self Evaluation of the Short-Term Internship

Student Name: **Kaiveshwar Samdeep** Registration No: **121128009028**

Term of Internship: **From:** _____ **To:** _____

Date of Evaluation:

Organization Name & Address: **Smart 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

K-Sandeep

Date:

Signature of the Supervisor

INTERNAL ASSESSMENT STATEMENT

Name Of the Student: K. SAMDEEP
Programme of Study: Accounting & financial analytics
Year of Study: 2021 - 2024
Group: BBA
Register No/H.T. No: 121128807028

Name of the College: Dr. Lankapalli Bullayya College

University: Andhra University

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

Date:


Signature of the Faculty Guide