

Model Program Book COMMUNITY

SERVICE INTERNSHIP



Designed & Developed by



**ANDHRA PRADESH
STATE COUNCIL OF HIGHER EDUCATION**

ABC ID: 163321824420

A COMMUNITY SERVICE INTERNSHIP REPORT ON
SMCB - STUDENT MY CLASS BOARD

Submitted to
Jawaharlal Nehru Technological University Kakinada,
in partial fulfilment for the award of the degree of
BACHELOR OF TECHNOLOGY
IN
ARTIFICIAL INTELLIGENCE AND MACHINE LEARNING

Submitted by

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Under the esteemed Guidance of

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Associate Professor, AI&ML Department

DEPARTMENT OF ARTIFICIAL INTELLIGENCE AND MACHINE LEARNING
NRI INSTITUTE OF TECHNOLOGY

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Pothavarappadu (V), (Via) Nunna, Agiripalli (M), Krishna Dist., PIN: 521212, A.P, India.

2025-2026



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BONAFIDE CERTIFICATE

This is to certify that this Community Service Internship report entitled “SMCB - Student My Class Board” has been successfully completed by **KAMBHAMPATI VIJAYA SRI VYSHNAVI DEVI** (Regd. No:23KN1A6139) during the academic year **2025-26** as a fulfilment for the completion of **Community Service Internship**” in Department of Artificial Intelligence and Machine Learning.

Project Guide

Dr.T.Manasa Veena

Head of the Department

Dr.P. Rajendra Kumar

Community Service Project Report

Submitted in accordance with the requirement for the degree of Bachelor of Technology

Name of the College	:	NRI INSTITUTE OF TECHNOLOGY
Department	:	ARTIFICIAL INTELLIGENCE AND MACHINE LEARNING
Name of the Faculty Guide	:	Dr.T.Manasa Veena
Duration of the CSP	:	8 WEEKS
From	:	12-05-25
To	:	05-07-25
Student Name	:	KAMBHAMPATI VIJAYA SRI VYSHNAVI DEVI
Program of Study	:	Bachelor of Technology
Year of Study	:	2023-2027
Register Number	:	23KN1A6139
Date of Submission	:	

Student's Declaration

I, **KAMBHAMPATI VIJAYA SRI VYSHNAVI DEVI**, a student of **BACHELOR OF TECHNOLOGY** Program, Reg. No. **23KN1A6139** of the Department of **ARTIFICIAL INTELLIGENCE AND MACHINE LEARNING**, **NRI INSTITUTE OF TECHNOLOGY** College do hereby declare that I have completed the mandatory community service Internship from **12/05/25 to 05/07/25** in **AKTP MUNICIPAL CORPORATION HIGH SCHOOL-SN PURAM, VIVEKANADA CENTENARY HIGH SCHOOL-VIJAYAWADA** under the Faculty Guideship of **Dr. T. Manasa Veena**, Department of **ARTIFICIAL INTELLIGENCE AND MACHINE LEARNING** in College.

(Signature and Date)

Endorsements

Faculty Guide	: Dr.T.Manasa Veena
Head of the Department	: Dr. P. Rajendra Kumar
Principal	: Dr. C. Naga Bhaskar

Certificate from Official of the Community

This is to certify that **KAMBHAMPATI VIJAYA SRI VYSHNAVI DEVI** Reg. No **23KN1A6139** of NRI **INSTITUTE OF TECHNOLOGY** underwent community service Internship in **VIJAYAWADA** from **12/05/25** to **05/07/25** in **AKTP MUNICIPAL CORPORATION HIGH SCHOOL-SN PURAM, VIVEKANADA CENTENARY HIGH SCHOOL-VIJAYAWADA**. The overall performance of the Community Service Volunteer during his/her community service is found to be **GOOD** (*Satisfactory/Good*).

Project guide
Dr.T.Manasa Veena

Head of the Department
Dr. P. Rajendra Kumar

External Examiner

Acknowledgements

I take this opportunity to thank all who have rendered their full support to our work. The pleasure, the achievement, the glory, the satisfaction, the reward, the appreciation and the construction of our project cannot be expressed with a few words for their valuable suggestions.

I thank our **Principal, Dr. C. NAGA BHASKAR** for providing the necessary infrastructure required for our project.

I extend my sincere and heartfelt thanks to **Professor and Head of the Department, Dr. P. RAJENDRA KUMAR** for his continuous guidance in completion of our Project work.

I extend my sincere thanks to **Associate Professor. MS.M. NEELIMA HIMA BINDU** for her continuous guidance and support to complete our internship successfully.

I also extend my sincere thanks to **Associate Professor, Dr.T.Manasa Veena** for her continuous guidance and support in completing this internship successfully.

Finally, I thank the Administrative Officer, Staff Members, Faculty of Department of AI&ML, NRI Institute of Technology, my parents and my friends, directly or indirectly who helped us in the completion of this project.

PROJECT ASSOCIATE

**Vijaya Sri Vyshnavi Devi
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CHAPTER 1: EXECUTIVE SUMMARY

The community service project titled "**SMCB - Student My Class Board**" was designed to create awareness among teachers about an existing app, My Classboard, that helps reduce the communication gap between parents and teachers. The My Classboard app provides a technological thread to connect parents and schools.

The project's main focus was to educate teachers on the various features of the app that facilitate better communication, such as:

- **Attendance tracking:** Parents can view month-wise attendance details.
- **Applying for leave:** Parents can intimate the school team about a student's leave and convey special messages.
- **Sending special messages:** Parents can send special messages or notes to the class teacher regarding their child.
- **Timetable access:** The app allows parents to view the student's daily schedule.
- **Viewing grades and report cards:** The Grade Book feature allows parents to supervise their child's academic performance through report cards.
- **Announcements and Class Diary:** Parents can check important announcements from the school and access a daily diary to view homework and assignments.
- **Student and Class Wall:** This feature allows for one-on-one communication with class and subject teachers, as well as group conversations.

The project aimed to show how this digital tool can improve parent-teacher communication, ensuring parents are constantly updated on their child's activities, performance, and classroom details

CHAPTER 2: OVERVIEW OF THE COMMUNITY

The community chosen for this project consists of parents, teachers, and students associated with schools that use the My ClassBoard (MCB) Parent App and Web Portal. These stakeholders form an interconnected group where effective communication is critical for academic success and emotional well-being.

In many cases, parents struggle to keep track of their child's performance, attendance, and daily activities due to time constraints or lack of proper communication channels. Teachers, on the other hand, face challenges in reaching parents quickly to address academic or behavioral concerns. Students often miss out on timely support because of this communication gap.

By engaging this community, the project sought to:

- **Educate parents** on the benefits of using the app for staying informed about their child's progress and activities.
- **Assist teachers** in using digital platforms effectively for seamless communication.
- **Support students** by ensuring they receive timely guidance and encouragement from both parents and teachers.

The target audience was a mix of urban and semi-urban parents, with varying levels of digital literacy. The sessions were structured to make them comfortable with the app and show them how simple steps could help in bridging the communication gap.

CHAPTER 3: COMMUNITY SERVICE PART

- **Planning the Project:**

The first step of our project was to **identify the communication barriers** between parents and teachers that affect a student's academic progress. After initial discussions with parents and teachers, we found several common issues:

- Parents were **unaware of their child's daily activities**, such as homework, assignments, or attendance.
 - Teachers had **limited channels to inform parents** about urgent updates, such as behavioral issues, events, or exams.
 - Students often felt **unsupported** because their parents were not always aware of their achievements or difficulties.
- To address these challenges, we **planned a series of awareness sessions and demonstrations** that explained the features of the **My ClassBoard (MCB) Parent App and Web Portal**. These sessions were designed to be interactive, simple, and practical, ensuring that even parents with limited digital knowledge could follow along. Our objectives for the sessions were:
 - To **demonstrate key features** like attendance tracking, homework updates, announcements, and grade reports.
 - To help parents **install and log in** to the app with their credentials.
 - To train teachers on how to **share timely updates** through the platform.
 - To build confidence in using digital tools for effective communication.

- **Execution of the Project**

The project execution took place in multiple steps to ensure maximum participation and understanding.

- 1. Introductory Awareness Session**

We began with an introduction to the MCB Parent App, explaining its importance in bridging the gap between teachers and parents. Visual presentations and live demonstrations were used to make the session engaging.

- 2. Step-by-Step Guidance:** Each parent was guided to:

- Log in with the credentials provided by the school.
- Navigate through key sections like attendance, class diary, grade book, and announcements.
- Use the "Student Wall" and "Class Wall" for communication with teachers.
- Set up notifications for urgent updates to ensure nothing important is missed.

- 3. Teacher Collaboration Workshop**

Teachers were trained to make effective use of Class Wall and Student Wall features for transparent communication. They were also shown how to send real-time

announcements for exams, events, or emergency updates, ensuring parents stay informed at all times.

4. **Feedback and Troubleshooting:** An open feedback session was conducted where parents shared their initial difficulties, such as login errors or notification settings. These issues were addressed on the spot to ensure smooth usage of the platform.

- **Community Involvement**

The response from parents and teachers was **overwhelmingly positive**. Parents appreciated the simplicity of the platform and expressed confidence in staying updated about their child's academic progress. Teachers found the system helpful in reducing the time spent on individual calls or meetings, allowing them to focus more on teaching.

Students also reported that they felt more supported as their parents were aware of their achievements, homework submissions, and performance reports. This collaborative environment built trust and transparency among all stakeholders.

- **Key Features Demonstrated**

During the sessions, we highlighted the following features of the app:

- **Attendance:** Parents could view daily and monthly attendance, apply for leaves, and get approval notifications instantly.
- **Class Diary:** A digital record of homework and assignments accessible anytime.
- **Grade Book:** Academic performance reports that could be checked term-wise or evaluation-wise.
- **Announcements and Notifications:** Real-time alerts about exams, holidays, or special events.
- **Student Wall and Class Wall:** Direct communication channels for academic and non-academic queries.
- **Finance Module:** Easy fee payment and receipt downloads for better transparency.
- **Event Calendar and Health Records:** Quick access to school events and basic student health updates.

- **Impact Created**

By the end of the sessions, the following positive changes were observed:

- Parents began checking daily updates and interacting more with teachers.
- Teachers started posting regular updates on assignments and events.
- Students reported feeling motivated and supported when their parents were actively engaged.
- Miscommunication and delays in sharing important information were significantly reduced.

- **Summary of the Community Service**

This project demonstrated how **technology can act as a bridge** to bring parents, teachers, and students closer. By empowering the community with knowledge and confidence to use the MCB Parent App, we were able to foster better relationships and create a more transparent academic environment.

The experience also highlighted the importance of **digital literacy in education** and showed that even small efforts in awareness can lead to significant improvements in communication, trust, and student success.

ACTIVITY LOG FOR THE FIRST WEEK

Day& Date	Brief description of the daily activity	Learning Outcome	Person In- Charge Signatur e
Day - 1	Met school teachers and introduced the CSP topic and purpose.	Understood how the project will help the school community.	M.V.Sethugolam
Day - 2	Explained the importance of bridging communication gaps between parents and teachers.	Teachers recognized the need for digital tools like the app.	M.V.Sethugolam
Day - 3	Gave a basic overview of the app features.	Teachers got familiar with key functions of the app.	M.V.Sethugolam
Day - 4	Discussed how to encourage parents to use the app	Planned strategies for parent involvement.	M.V.Sethugolam
Day - 5	Collected initial feedback and suggestions from teachers.	Understood common doubts and areas to clarify.	M.V.Sethugolam
Day -6	Conducted a recap with teachers and clarified remaining questions.	Ensured teachers were ready to support parent sessions.	M.V.Sethugolam

WEEKLY REPORT

WEEK – 1 (From Dt :12/05/25 to Dt : 17/05/25)

- **Objective of the Activity Done:**

The main objective of Week 1 was to **introduce the CSP project “SMCB Student – Bridging the Communication Gap Between Parents and Teachers”** to the school staff. This included:

1. Explaining the **purpose and goals** of the project.
2. Creating awareness about the **benefits of the My ClassBoard (MCB) Parent App**.
3. Demonstrating how the app can help improve **parent-teacher communication**.
4. Gathering feedback and suggestions from teachers to **plan effective parent sessions** for the upcoming week.

- **Detailed Report:**

During the first week, our focus was on **engaging with the school teachers and coordinators** to explain the project and its importance in enhancing communication among parents, teachers, and students.

- **Day 1 & Day 2:** We conducted introductory discussions with the teachers to present the CSP idea. We explained how the lack of proper communication often causes confusion for parents and students and how the MCB Parent App could serve as a bridge. Teachers responded positively and agreed that this initiative would help both the school and parents stay better connected.
- **Day 3:** A **basic demonstration** of the app was given, highlighting key features like attendance tracking, class diary updates, announcements, and direct messaging through Student Wall and Class Wall. This helped the teachers understand how the app supports everyday communication.
- **Day 4:** A session was held to discuss strategies for encouraging parents to download and use the app actively. Teachers shared ideas on how to motivate parents, such as showing examples of how the app can make their lives easier.
- **Day 5:** Feedback was collected from the teachers regarding challenges they faced in communicating with parents and any technical issues they anticipated. This feedback was documented to help us prepare a **customized approach** for parent awareness sessions.
- **Day 6:** A **recap meeting** was conducted with the staff to address any remaining questions and finalize plans for the parent demonstration sessions scheduled for Week 2. Teachers expressed readiness to assist with the sessions and were confident about the value the project would bring to the school community.

ACTIVITY LOG FOR THE SECOND WEEK

Day& Date	Brief description of the daily activity	Learning Outcome	Person In- Charge Signatur e
Day - 1	Conducted an introductory session with parents, explaining the purpose of the project and importance of the MCB Parent App.	Parents understood the need for digital communication and were motivated to use the app.	M. Jant Beer
Day - 2	Helped parents download and log in to the app using their credentials.	Parents learned how to log in and access their dashboard.	M. Jant Beer
Day - 3	Demonstrated attendance, announcements, and class diary features with a live example.	Parents became confident in tracking daily activities and updates	M. Jant Beer
Day - 4	Explained the Grade Book and Event Calendar features for tracking academic progress and school events.	Parents learned to monitor performance and plan for upcoming events.	M. Jant Beer
Day - 5	Conducted a Q&A session to address technical doubts and usage challenges.	Parents gained clarity and confidence in navigating the app.	M. Jant Beer
Day -6	Collected feedback from parents and noted suggestions for improving communication.	Understood parent expectations and planned next steps for better engagement.	M. Jant Beer

WEEKLY REPORT

WEEK – 2 (From Dt : 19/05/25 to Dt: 24/05/25)

- **Objective of the Activity Done:**

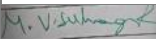

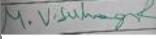
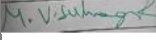

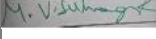
To **create awareness among parents** about the MCB Parent App, help them log in and navigate the platform, and explain how they can use it for **real-time updates** about their child's academics, attendance, and school events.

- **Detailed Report:**

Week 2 focused on **direct engagement with parents** to help them understand and use the MCB Parent App effectively.

- **Day 1:** The week started with an introductory session for parents where the purpose of the CSP was explained. Parents were informed how the app simplifies communication and keeps them updated without frequent school visits.
- **Day 2:** Step-by-step guidance was provided for downloading and logging in to the app. Parents who faced login issues received individual support to ensure everyone could access their account.
- **Day 3:** A live demonstration of attendance, announcements, and class diary features was conducted. Parents learned how to check daily attendance, homework updates, and important notices directly from the app.
- **Day 4:** The Grade Book and Event Calendar features were explained, showing parents how to track academic performance and stay informed about school events or holidays.
- **Day 5:** A Q&A session addressed common doubts such as notification settings, password changes, and finding important updates.
- **Day 6:** Feedback was collected from parents, which revealed that they found the app easy to use and very helpful in staying connected to their child's academic journey. Some parents also suggested adding reminders for assignments and fee due dates.

ACTIVITY LOG FOR THE THIRD WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Conducted a recap of basic features from Week 2 and introduced advanced features like Student Wall and Class Wall.	Parents understood how to communicate directly with teachers through the app.	
Day - 2	. Demonstrated how to send and receive messages with class teachers using Student Wall.	Parents learned to share queries and receive updates easily.	
Day - 3	Explained how to check finance details, pay fees online, and download receipts.	Parents became confident in handling digital transactions through the app.	
Day - 4	Showed how to view health records and digital documents for their child.	Parents learned to access health and document history quickly.	
Day - 5	Organized a group Q&A session to clarify doubts about advanced features.	Parents gained confidence in using the app independently.	
Day -6	Collected feedback about advanced feature usage and suggestions for improvement.	Understood how parents plan to use these tools for better communication.	

WEEKLY REPORT

WEEK – 3 (From Dt: 26/05/25 to Dt: 31/05/25)

- **Objective of the Activity Done:**

To train parents on **advanced features** of the My ClassBoard Parent App, such as direct communication, fee management, and access to health and academic records, enabling more active involvement in their child's school life.

- **Detailed Report:**







Week 3 focused on building on the basics taught in Week 2 by introducing **advanced features** of the app to parents:

- **Day 1:** A recap session of basic features was conducted, followed by a demonstration of Student Wall and Class Wall, explaining their importance for direct and group communication with teachers.
- **Day 2:** Parents practiced sending messages to teachers via Student Wall and receiving timely responses, which built their confidence in using the feature.
- **Day 3:** The finance module was demonstrated, showing how to view fee details, make payments, and download receipts. This feature received positive feedback as it simplified fee-related processes.
- **Day 4:** Parents were guided to explore their child's health records and digital documents uploaded by the school, making it easier to track health details and official certificates.
- **Day 5:** A group Q&A session addressed advanced usage doubts, like handling app notifications and updating profile information.
- **Day 6:** Feedback from parents showed they felt more engaged with the school community and appreciated the convenience of digital communication and transactions.

- **Outcome of the Week:**

- Parents became confident in using advanced app features like messaging teachers, paying fees, and accessing health and academic records.
- Communication between parents and teachers improved significantly through Student Wall and Class Wall.
- Parents expressed that these tools helped them stay better connected and more involved in their child's academic progress.

ACTIVITY LOG FOR THE FOURTH WEEK

Day& Date	Brief description of the daily activity	Learning Outcome	Person In- Charge Signatur e
Day - 1	Recapped basic and advanced app features for better understanding.	Parents refreshed their knowledge and prepared for new features.	
Day - 2	Demonstrated the Concerns feature to raise academic, transport, or other issues directly with the school.	Parents learned to report issues and track their status online.	
Day - 3	Explained Parent-Teacher Meeting slot booking and guided parents to schedule appointments through the app.	Parents understood how to book and manage PTM slots digitally.	
Day - 4	Showed how to check meeting history and submit feedback for completed PTMs.	Parents learned how to provide feedback and maintain records.	
Day - 5	Conducted an interactive Q&A session to address app-related challenges.	Parents became more confident and independent in using the app.	
Day -6	Collected feedback and suggestions to make PTM and concern reporting features more effective.	Gained insights to help improve communication between school and parents.	

WEEKLY REPORT

WEEK – 4 (From Dt: 02/06/25 to Dt: 07/06/25)

- **Objective of the Activity Done:**

To **train parents in advanced support features** of the My ClassBoard Parent App, such as raising concerns, booking Parent-Teacher Meetings, and tracking updates, ensuring smooth and transparent communication with the school.

- **Detailed Report:**

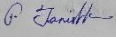

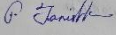

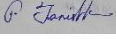

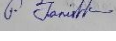

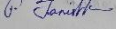

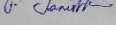

Week 4 was dedicated to introducing **support and communication-focused features** that help parents resolve issues quickly and stay actively involved:

- **Day 1:** A recap session was conducted to revise basic and advanced features from the previous weeks, preparing parents for learning new tools.
- **Day 2:** Parents were guided on how to use the **Concerns feature** to raise academic or transport-related issues, and track updates provided by the school.
- **Day 3:** A demonstration of **Parent-Teacher Meeting (PTM) slot booking** helped parents understand how to schedule appointments easily without visiting the school.
- **Day 4:** Parents were shown how to view meeting history and submit feedback after PTMs, which helps improve communication between school and parents.
- **Day 5:** A Q&A session was conducted to clear technical doubts, such as managing notifications and editing parent profiles.
- **Day 6:** Feedback was collected on these new features, with parents appreciating the convenience and transparency in raising concerns and booking meetings digitally.

- **Outcome of the Week:**

- Parents successfully learned to raise and track concerns online.
- PTM scheduling became simpler, reducing the need for physical visits to book appointments.
- Parents expressed greater confidence in communicating with the school and managing their child's academic journey through the app.

ACTIVITY LOG FOR THE FIFTH WEEK

Day& Date	Brief description of the daily activity	Learning Outcome	Person In- Charge Signatur e
Day - 1	Recapped all major app features for parents.	Parents reinforced their understanding of the app.	 
Day - 2	Guided parents in real-time usage of attendance, diary, and announcements.	Parents gained confidence using features independently.	 
Day - 3	Demonstrated Student Wall for direct communication with teachers.	Parents interacted with teachers digitally.	 
Day - 4	Explained how to track health records and digital documents .	Parents learned to manage their child's info better.	 
Day - 5	Conducted scenario-based practice (raising concerns, booking PTMs).	Parents practiced problem-solving via the app.	 
Day -6	Collected weekly feedback from parents.	Identified areas for further support.	 

WEEKLY REPORT

WEEK – 5 (From Dt: 09/06/25 to Dt: 14/06/25)

- **Objective of the Activity Done:**

To help parents actively **use the app independently** and test real-time communication and updates.

Detailed Report:




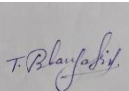
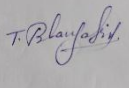
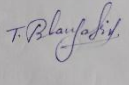
The fifth week of the CSP was focused on **practical, hands-on training** to make parents independent in using the app without external help. Activities were planned to allow parents to practice the features they had learned in the previous weeks.

- **Day 1:** The week began with a quick recap session of all key app features to refresh parents' knowledge and address any confusion.
- **Day 2:** Parents actively checked attendance, announcements, and homework updates on their own. This helped them gain confidence and get used to the daily routine of using the app.
- **Day 3:** Demonstrations of the **Student Wall** feature were given, showing parents how to send direct messages to teachers and receive responses for academic or behavioral updates. Parents practiced sending sample queries to gain confidence.
- **Day 4:** The session focused on **tracking health records and digital documents** uploaded by the school, enabling parents to access important records anytime.
- **Day 5:** Scenario-based practice was conducted where parents were guided through **real-life situations**, like raising a concern for a missed homework entry or booking a Parent-Teacher Meeting slot. This helped them understand how to use these features in practical situations.
- **Day 6:** Feedback was collected from parents regarding their experience using the app independently. Most parents shared that they were now comfortable navigating the app without guidance, though some requested additional practice for advanced features.

- **Outcome of the Week:**

- Parents **used the app independently** for common tasks like checking updates and communicating with teachers.
- Teachers observed an **increase in parent engagement**, which helped in quicker resolution of queries and better support for students.
- Confidence among parents improved significantly, and they began encouraging other parents to use the app more actively.

ACTIVITY LOG FOR THE SIXTH WEEK

Day& Date	Brief description of the daily activity	Learning Outcome	Person In- Charge Signatur e
Day - 1	Organized a peer-sharing session where parents discussed how they use the app	Parents learned tips from each other.	
Day - 2	Collected feedback on communication improvements from teachers.	Understood the impact of the app on daily communication.	
Day - 3	Showed parents how to update passwords and notification settings .	Parents learned to manage their account securely.	
Day - 4	Conducted a demo of upcoming features like assignments and gate pass.	Parents got familiar with upcoming updates.	
Day - 5	Shared best practices for digital safety .	Parents learned to keep accounts safe.	
Day -6	Reviewed progress of app usage among parents.	Measured improvement in adoption and comfort level.	

WEEKLY REPORT

WEEK – 6 (From Dt: 16/06/25 to Dt: 21/06/25)

- **Objective of the Activity Done:**

To **build confidence and independence** in parents for regular usage of the My ClassBoard (MCB) Parent App, address common issues, and collect feedback to understand its impact on communication between parents and teachers.

- **Detailed Report:**


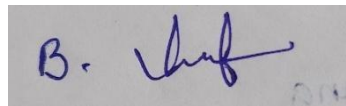

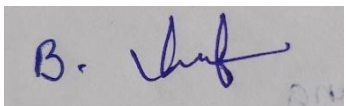

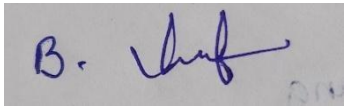
The sixth week of the CSP aimed to **strengthen parents' digital literacy** and make them more comfortable with the app for daily school updates and communication. The focus was on **peer learning, troubleshooting, and refining usage habits**.

- **Day 1:** A **peer-sharing session** was organized where parents who were confident with the app shared their experiences and usage tips with others. This encouraged hesitant parents to try more features.
- **Day 2:** Teachers provided **feedback on improvements** they noticed in communication. They reported that parents were more responsive to announcements and updates, and fewer calls were needed for routine information.
- **Day 3:** Parents were guided on **account management tasks** like updating passwords, enabling notifications, and editing profiles. This helped them secure their accounts and stay alert to important updates.
- **Day 4:** A brief demonstration was provided about **upcoming features**, such as assignment tracking and gate pass requests, to prepare parents for future updates in the app.
- **Day 5:** Parents were educated on **digital safety best practices**, such as keeping credentials private and updating passwords regularly.
- **Day 6:** The week concluded with a **progress review**, where app usage levels were assessed. Parents who had initially struggled were now able to navigate the app confidently, showing significant progress in digital adoption.

- **Outcome of the Week:**

- Parents developed **confidence and independence** in using the app without constant guidance.
- Peer-sharing sessions fostered **community support**, helping hesitant parents adopt the app faster.
- Teachers experienced **smoother communication**, with faster responses and reduced delays in information sharing.
- Awareness of **digital safety practices** increased among parents, ensuring secure and responsible usage.

ACTIVITY LOG FOR THE SEVENTH WEEK

Day& Date	Brief description of the daily activity	Learning Outcome	Person In- Charge Signatur e
Day-1	Conducted a recap of all features from Weeks 1–6.	Parents consolidated their knowledge.	
Day-2	Demonstrated common troubleshooting steps .	Parents learned to solve basic issues on their own.	
Day-3	Organized a mock PTM scheduling exercise .	Parents practiced booking slots easily.	
Day-4	Guided parents on sending constructive feedback through the app.	Parents learned to share proper feedback digitally.	
Day-5	Held a discussion on challenges and solutions for better engagement.	Parents shared ideas for smoother usage.	
Day-6	Planned a final awareness event for Week 8.	Parents prepared to showcase their learnings.	

WEEKLY REPORT

WEEK – 7 (From Dt: 23/06/25 to Dt: 28/06/25)

- **Objective of the Activity Done:**

To **reinforce parents' knowledge and confidence** in using the My ClassBoard (MCB) Parent App, solve common technical issues, and prepare parents for the final awareness and feedback sessions in Week 8.

- **Detailed Report:**

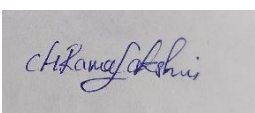
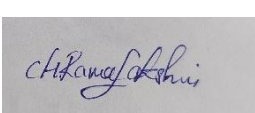
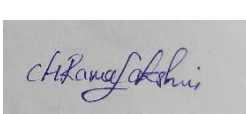
Week 7 focused on **strengthening app usage skills**, providing troubleshooting support, and preparing for the project's conclusion. The activities were designed to help parents become completely independent and to ensure no doubts remained.

- **Day 1:** A **complete recap session** was conducted covering all features learned in previous weeks — from checking attendance and class diaries to using the concerns and PTM modules. This helped refresh parents' memory.
- **Day 2:** A **troubleshooting workshop** was held to address common problems like login errors, notification delays, or forgotten passwords. Parents were shown step-by-step solutions.
- **Day 3:** Parents participated in a **mock Parent-Teacher Meeting (PTM) slot booking exercise**, where they practiced selecting slots, confirming bookings, and viewing confirmations.
- **Day 4:** Training was given on sending **constructive feedback** through the app, helping parents share meaningful input with teachers and the school.
- **Day 5:** A group **discussion session** was organized where parents shared challenges they still faced and suggested ideas to improve app usage and communication.
- **Day 6:** Preparation began for the **final awareness event** in Week 8. Parents were guided on sharing their experiences and demonstrating what they had learned.

- **Outcome of the Week:**

- Parents **consolidated their knowledge** of all app features.
- Common issues were resolved, making parents more independent in handling minor technical problems.
- Parents gained **confidence in scheduling PTMs** and providing structured feedback through the app.
- Preparations for the final week ensured that parents were ready to showcase their progress and share their experiences.

ACTIVITY LOG FOR THE EIGHTH WEEK

Day& Date	Brief description of the daily activity	Learning Outcome	Person In- Charge Signature
Day-1	Reviewed all major app features through a recap session.	Parents revised the complete usage flow.	
Day-2	Organized a quiz and practice test for parents on app navigation.	Parents demonstrated full confidence.	
Day-3	Guided parents to share their experience stories .	Parents expressed how the app helped them.	
Day-4	Prepared for the closing awareness program .	Parents and teachers collaborated for presentations.	
Day-5	Conducted the final awareness event with presentations and live demos.	Community celebrated the success of the CSP project.	
Day-6	Collected final feedback and reflections from parents and teachers.	Documented outcomes and suggestions for improvement.	

WEEKLY REPORT

WEEK – 8 (From Dt: 30/06/25 to Dt: 05/07/25)

- **Objective of the Activity Done:**

To **conclude the CSP project** by reviewing the parents' learning progress, organizing a closing awareness event, and collecting final feedback to measure the project's impact on reducing the communication gap between parents and teachers.

- **Detailed Report:**

The eighth week served as the **final stage of the CSP project**, focusing on reviewing the journey, showcasing the outcomes, and formally concluding the initiative. Activities during this week ensured that parents, teachers, and coordinators reflected on the progress made and provided suggestions for future improvements.

- **Day 1:** Conducted a **recap session** covering all the key features of the My ClassBoard Parent App. Parents revised daily usage functions such as checking attendance, announcements, PTM booking, and raising concerns.
- **Day 2:** Organized a **quiz and practice test** where parents demonstrated their ability to navigate the app independently. This interactive session confirmed that most parents had become confident users.
- **Day 3:** Parents shared **experience stories**, explaining how the app improved their communication with teachers, kept them updated, and helped them support their children better.
- **Day 4:** Preparations for the **closing awareness event** were finalized. Parents and teachers collaborated to design presentations and live demos for the program.
- **Day 5:** Conducted the **final awareness and closing event**, where parents showcased their learnings, shared positive feedback, and demonstrated real-time app usage. Teachers expressed appreciation for the project's contribution in strengthening parent-teacher interaction.
- **Day 6:** Collected **final feedback and reflections** from both parents and teachers to evaluate the success of the project. The feedback highlighted a significant reduction in communication gaps and a noticeable improvement in parent engagement.

- **Outcome of the Week:**

- Parents demonstrated **independence and confidence** in using the app effectively.
- Teachers reported a **marked improvement in communication**, with parents now responding promptly and staying updated.
- The closing event served as a platform to **celebrate the success** of the project and its positive impact on the school community.
- Feedback collected will help in **sustaining and improving** the initiative for future batches of parents.

CHAPTER 5: OUTCOMES DESCRIPTION

The “**SMCB Student – student My ClassBoard**”- Bridging the Communication Gap Between Parents and Teachers project delivered impactful results over the eight-week implementation period. The consistent efforts with both **teachers and parents** ensured effective adoption of the **My ClassBoard (MCB) Parent App**, significantly improving communication and engagement.

5.1 Key Outcomes

1. Improved Parent-Teacher Communication

- Parents began receiving real-time updates about their child’s academics, attendance, homework, and events.
- Direct communication channels (Student Wall and Class Wall) reduced delays and misunderstandings between parents and teachers.

2. Increased Parent Engagement

- Parents became more involved in school activities, PTMs, and daily academic follow-ups.
- Teachers reported more active participation from parents in resolving academic or behavioral concerns.

3. Enhanced Digital Literacy

- Many parents who were initially unfamiliar with using educational apps gained confidence in navigating digital platforms.
- Parents learned to manage their accounts, update passwords, and use advanced features independently.

4. Streamlined School Processes

- Fee payment, health records, and document management became smoother, reducing manual work for school staff.
- Teachers spent less time on repetitive calls or physical notices and more time on academic support.

5. Positive Feedback from Stakeholders

- Parents appreciated the ease and convenience of using a single platform for all school updates.
- Teachers valued the improved response times and reduced communication gaps.

- **Problems Identified in the Community**

During the initial assessment and interaction with **teachers, parents, and school coordinators**, several key issues were identified that highlighted the **communication gap between parents and the school**. These problems became the foundation for planning and executing the CSP project.

1. Lack of Timely Communication

- Parents were often unaware of important announcements, exam schedules, or homework updates.
- Urgent information, like sudden holidays or schedule changes, was sometimes missed due to reliance on manual communication methods.

2. Limited Parent Involvement

- Many parents were not actively participating in Parent-Teacher Meetings (PTMs) or academic follow-ups due to lack of awareness or reminders.
- This reduced their ability to support their child's academic progress effectively.

3. Overdependence on Manual Systems

- Teachers had to make multiple phone calls or send physical notices for updates.
- Parents relied heavily on verbal updates from their children, leading to confusion or misinformation.

4. Digital Illiteracy Among Parents

- Some parents, especially those not familiar with technology, found it difficult to adapt to digital platforms.
- Lack of guidance or training discouraged parents from exploring existing tools provided by the school.

5. Delays in Resolving Concerns

- Parents often struggled to raise complaints or concerns efficiently, leading to delays in addressing academic or behavioral issues.
- Teachers found it challenging to track and respond to multiple concerns manually.

6. Lack of a Centralized Platform

- Information was scattered across WhatsApp groups, phone calls, and physical notes.
- This caused confusion and made it harder to track updates in one place.

7. Impact on Students

- Due to poor communication, students sometimes missed important updates about assignments, projects, or events.
- Lack of timely follow-up from parents reduced accountability and support at home.

- **Short-term and long-term action plan for possible solutions for the problems identified and that could be recommended to the concerned authorities for implementation.**

- **FOR COMMUNICATION AND ENGAGEMENT PROBLEMS**

- 1. **Short-Term Action Plan**

- **1. Conduct Awareness Sessions:** Organize regular parent meetings to explain the benefits of using the My ClassBoard (MCB) Parent App.
 - **2. Hands-On Training:** Provide guided demonstrations to help parents navigate the app confidently.
 - **3. Teacher Support Desk:** Assign one teacher/coordinator to assist parents with login issues or feature-related doubts.

- 2. **Long-Term Action Plan**

- **1. Regular Digital Literacy Workshops:** Host quarterly workshops to strengthen parents' digital skills.
 - **2. Parent Digital Champions:** Identify confident parents to act as peer guides for others in the community.
 - **3. Continuous Feature Upgrades:** Collaborate with the app developers to introduce new tools for better communication.

- **ACTION PLAN FOR CYBERSECURITY AWARENESS**

- 1. **Short-Term Action Plan**

- **1. Awareness Programs:** Conduct introductory sessions on digital safety, explaining topics like strong passwords, avoiding phishing links, and logging out after use.
 - **2. Safety Checklists:** Distribute printed or digital guides for parents and teachers with basic do's and don'ts of online safety.
 - **3. Password Support:** Encourage parents to update passwords periodically during app training sessions.
 - **4. Safe Device Usage Tips:** Educate parents about securing phones and enabling app locks or PINs.

- 2. **Long-Term Action Plan**

- **1. Regular Cybersecurity Workshops:** Conduct annual sessions for parents, teachers, and students about new threats and protection strategies.
 - **2. Integration of Security Features:** Recommend adding two-factor authentication and login alerts in the parent app.
 - **3. Cyber Safety Curriculum:** Collaborate with the school to include digital safety basics in the student curriculum.

➤ **Description of the Community Awareness Programme Conducted & Its Outcomes**

• **Programme Description:**

The **Community Awareness Programme** was conducted as part of the “**SMCB Student – Bridging the Communication Gap Between Parents and Teachers**” initiative.

The programme aimed to **educate parents and teachers** about effectively using the **My ClassBoard (MCB) Parent App** to stay informed and connected regarding students’ academics, attendance, events, and other important updates.

The sessions were held over **multiple weeks**, covering:

- Basic introduction to the app and its importance.
- Step-by-step demonstrations of core features like attendance tracking, announcements, and class diaries.
- Hands-on practice sessions for raising concerns, booking PTMs, and viewing health or academic records.
- Cybersecurity awareness to ensure safe and secure usage of the digital platform.
- Feedback and Q&A sessions to address individual challenges and suggestions.

The programme involved **interactive demonstrations**, peer-sharing sessions, and real-life usage examples, making it easy for parents to understand and adopt the platform.

• **Outcomes of the Programme**

The awareness programme resulted in **significant positive changes** within the school community:

1. Enhanced Parent-Teacher Communication

- Parents started receiving updates in real time and responding promptly to school notifications.
- Teachers reported fewer communication delays, improving overall academic coordination.

2. Increased Parent Engagement

- More parents actively participated in PTMs, academic monitoring, and school events.
- Parents felt more connected to their child’s school journey.

3. Improved Digital Literacy

- Parents who were initially hesitant about using technology gained confidence.
- They learned basic digital safety practices, such as updating passwords and avoiding security risks.

4. Streamlined Processes

- Manual calls and physical notices reduced significantly, saving time for both teachers and parents.
- Fee payments, health records, and academic tracking became more organized and accessible.

CHAPTER 6: RECOMMENDATIONS AND CONCLUSIONS

- **Recommendations:**

Based on the **observations, feedback, and outcomes** of the project, the following recommendations are proposed for **sustaining and improving** the initiative:

- 1. For Parents**

- Attend **refresher training sessions** regularly to stay updated on new app features.
- Encourage other parents in the community to adopt and actively use the app.
- Practice safe digital habits like **updating passwords and logging out of shared devices**.

- 2. For Teachers and School Authorities**

- Conduct **monthly awareness drives** for parents, especially for new admissions.
- Assign a **dedicated help desk or coordinator** to assist with login or usage issues.
- Ensure **all school updates** are posted on the app to keep communication centralized.
- Provide **basic digital training to teachers** to maximize efficiency in sharing information.

- 3. For App Developers / Technical Support**

- Add **simpler user interfaces** and language support for parents with limited digital literacy.
- Integrate **two-factor authentication** and additional security features.
- Regularly collect **feedback from parents and schools** to improve user experience.

- 4. For the Community**

- Organize **cybersecurity awareness workshops** for parents, teachers, and students.
- Share success stories to **inspire other schools** to adopt digital communication solutions.

- **Conclusions**

The “SMCB Student – Bridging the Communication Gap Between Parents and Teachers” project has successfully demonstrated how **technology can transform communication** within the school community. Key conclusions from the project include:

- **Improved communication:** Parents and teachers can now share updates and feedback in real time.
- **Higher engagement:** Parents became more active in their child’s academics and school events.
- **Digital empowerment:** Parents developed confidence in using mobile apps and online platforms.
- **Efficient processes:** Administrative work and manual communication efforts reduced, saving time for teachers and staff.
- **Sustainable impact:** The system is now integrated into the daily routines of parents and teachers, ensuring its continuity.

This initiative not only bridged the existing **communication gap** but also promoted **digital literacy** and **collaborative involvement** among stakeholders, creating a **positive and lasting impact** on the school community

Student Self-Evaluation for the Community Service Internship

Student Name : KAMBHAMPATI VIJAYA SRI VYSHNAVI DEVI

Registration No : 23KN1A6139

Period of CSP : 8 weeks

From : 12-05-25

To : 05-07-25

Date of Evaluation:

Please rate your performance in the following areas:

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 Student

Evaluation by the Person in-charge in the Community / Habitation

Student Name : KAMBHAMPATI VIJAYA SRI VYSHNAVI DEVI

Registration No : 23KN1A6139

Period of CSP : 8 weeks

From : 12-05-25

To : 05-07-25

Date of Evaluation :

Name of the Person in-charge:

Address with mobile number:

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
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14	Achievement of Desired Outcomes	1	2	3	4	5
15	OVERALL PERFORMANCE	1	2	3	4	5

Date:

Signature of the Supervisor

PHOTOS



We presented our "SMCB - Student My Class Board" app to teachers. During this session, we explained how app reduces the communication gap between teachers and parents and shared the features designed to make it easier for them to connect.





We successfully conducted a presentation about "SMCB - Student My Class Board" app for teachers. We explained how this app can improve communication and shared the key features. It was a great honor to show our work and receive their guidance.





We presented our "SMCB - Student My Class Board" app to teachers. During this session, we explained how app reduces the communication gap between teachers and parents and shared the features designed to make it easier for them to connect.



We presented our 'SMCB - Student My Class Board' app .We explained its features and the problem it solves improving the communication between parents and teachers.

EVALUATION

Internal Evaluation for the Community Service Project

To facilitate an understanding of the issues that confront the vulnerable / marginalised sections of society.

- To initiate team processes with the student groups for societal change.
- To provide students an opportunity to familiarise themselves with the urban / rural community they live in.
- To enable students to engage in the development of the community.
- To plan activities based on the focused groups.
- To know the ways of transforming society through systematic programme implementation.

Assessment Model:

- There shall only be internal evaluation.
- The Faculty Guide assigned is in-charge of the learning activities of the students and for the comprehensive and continuous assessment of the students.
- The assessment is to be conducted for 100 marks.
- The number of credits assigned is 4. Later the marks shall be converted into grades and grade points to include finally in the SGPA and CGPA.
- The weightings shall be:
 - Activity Log 20 marks
 - Community Service Project Implementation 30 marks
 - Mini Project Work 25 marks
 - Oral Presentation 25 marks
- Activity Log is the record of the day-to-day activities. The Activity Log is assessed on an individual basis, thus allowing for individual members within groups to be assessed this way. The assessment will take into consideration the individual student's involvement in the assigned work.
- While evaluating the student's Activity Log, the following shall be considered -
 - a. The individual student's effort and commitment.
 - b. The originality and quality of the work produced by the individual student.
 - c. The student's integration and co-operation with the work assigned.
 - d. The completeness of the Activity Log.
- The assessment for the Community Service Project implementation shall include the following components and based on Weekly Reports.

Outcomes Description

- a. Details of the Socio-Economic Survey of the village/habitation.
- b. Problems identified.
- c. Community Awareness Programs organized.
- e. Suggested Short-Term and Long-Term Action Plan.

MARKS STATEMENT
(To be used by the Examiners)

INTERNAL ASSESSMENT STATEMENT

Name Of the Student : KAMBHAMPATI VIJAYA SRI VYSHNAVI DEVI

Programme of Study : Bachelors of Technology

Year of Study : III - Year

Group : Artificial Intelligence and Machine Learning Engineering

Register No/H.T. No : 23KN1A6139

Name of the College : NRI Institute of Technology

University : JNTUK

<i>Sl.No</i>	<i>Evaluation Criterion</i>	<i>Maximum Marks</i>	<i>Marks Awarded</i>
1.	Activity Log	20	
2.	Community Service Project Implementation	30	
3.	Mini Project Work	25	
4.	Oral Presentation	25	
	GRAND TOTAL	100	

Date: Signature of the Faculty Guide

Certified by

Date: Signature of the Head of the Department/Principal

Seal:



ANDHRA PRADESH STATE COUNCIL OF HIGHER EDUCATION

(A Statutory Body of the Government of Andhra Pradesh)

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