



# Dr. Akhilesh Das Gupta Institute of Professional Studies

(Formerly ADGIM)

FC-26, Shastri Park, New Delhi - 110 053

**Academic Year: 2025-26**

## Summer Training Report – 1

**Course Code:** PC / Internship ES-361

Comprehensive evaluation of the Summer Training Report 1 (after 4<sup>th</sup> Semester) shall be done by the committee of teachers, constituted by the Academic Programme Committee, out of 100. The training shall be of 4 to 6 weeks duration.

### Report Submission

- **A student shall be eligible to submit his/her report and final assessment provided he/she completes the training and develops the project.**
- A detailed Summer Training Report must be submitted as per the Activity Schedule of Summer Training.
- The report should include a comprehensive account of the training experience, tasks performed, skills acquired and an assessment of the overall learning.
- ***Students need to get Summer Training Certificate verified from TnP Cell for eligibility of Summer Training.***

### Evaluation after 4<sup>th</sup> Semester in the 5<sup>th</sup> Semester for 3<sup>rd</sup> Year Students

- **Course Code:** PC / Internship ES-361
- **Evaluation:** Comprehensive evaluation of the Summer Training Report will be conducted by a committee of Faculty Members, appointed by the Academic Programme Committee.
- **Weightage:** The evaluation is out of 100 marks.

### Training Duration

- The summer training should last between 4 to 6 weeks.

### Pre-requisites

- The training must be completed after the 4<sup>th</sup> semester.
- Ensure that all necessary pre-requisites and eligibility criteria specified by the department are fulfilled.

## **Report Format**

- Follow the specific formatting guidelines as per the last page:
- Ensure that the report is well-organized, including sections such as Introduction, Objectives, Methodology, Results, Discussion, and Conclusion as per the following:

## **Presentation**

- Prepare to present the findings and experiences from the summer training to the evaluation committee.
- The presentation should summarize key aspects of the training and highlight significant achievements and learning outcomes.

## **Evaluation Criteria**

- The evaluation will consider the quality and depth of the training report, the relevance of the training to the student's academic and career goals, and the overall effectiveness of the learning experience.
- Practical application of skills and knowledge gained during the training will also be assessed.
- Kindly consider the following points in this regard given in the evaluation format:

## **Deadlines**

- Adhere to all deadlines for report submission and presentation as specified by the department or institution through different notices
- Late submissions may not be considered for evaluation.

## **Mentorship and Supervision**

- Ensure regular communication with the assigned mentor or Coordinator during the training period.

## **Ethical Considerations**

- Maintain professional and ethical standards during the training.
- Respect confidentiality agreements and intellectual property rights associated with the training organization.

## **Additional Requirements**

- Any additional requirements or modifications to the guidelines will be communicated by the Academic Programme Committee.

**General Format Guidelines:**

- Paper size: A4 (Single Side Printing)
- Margins: Left- 1.5", Right- 1.0", Top- 1.0", Bottom- 1.0" (Normal Setting)
- Chapters Name: Bold- 16 points, Font- Times New Roman, Left Aligned
- Main Heading: Bold- 14 points, Font- Times New Roman, Left Aligned
- Sub Headings: Italics- 12 points, Font- Times New Roman, Left Aligned
- Main Body: Normal- 12 points, Font- Times New Roman, Justified
- Line spacing: 1.5
- Footer: Normal- 10 Points, Times New Roman- Left Aligned (NAME OF THE DEPARTMENT)  
Footer should not be present on Cover Page
- Page Numbers in Footer: Normal-10 Points, Times New Roman- Right Aligned, Roman Page number till Table of Contents. No Page number should be marked on the Cover page. The page numbers should be in numerals from Starting from Chapter 1.
- Figure Numbers: Normal- 10 points, Font- Times New Roman, Centre Aligned, Below the figure (Figure itself should be center aligned too). Figure must be cited if required.
- Table Numbers: Normal- 10 points, Font- Times New Roman, Centre Aligned, Above the table (Table itself should be center aligned too). Table must be cited if required.
- References: IEEE Format
- Report Binding & Page Limit: Spiral Bound minimum 40 pages

## DECLARATION

This is to certify that the material embodied in this Summer Training Report-1 titled “.....” being submitted in the partial fulfillment of the requirements for the award of the degree of Bachelor of Technology in .....is based on my original work. It is further certified that this work has not been submitted in full or in part to this university or any other university for the award of any other degree or diploma. My indebtedness to other works has been duly acknowledged at the relevant places.

**(Name of the Student)**

Enrollment No

## **CERTIFICATE FROM THE COMPANY**

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Declaration

Certificate from the Company

Acknowledgement

Abstract

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Chapter 1: Introduction of the Summer Training Course

1.1: About the Summer Training Course

1.2: Profile of the Company

Chapter 2: Introduction of the Training

2.1: About the Training

2.2: Objectives of the Training

2.3: Roles and Responsibilities

Chapter 3: Problem Statement

3.1: Software Requirement Specifications

3.1.1: Functional Requirements of the Project

3.1.2: Non-functional Requirements of the Project

3.2: Feasibility Study of the Project

3.3: Tools / Technologies / Platform used

### 3.4: Use Case Diagrams / Data Flow Diagrams

## Chapter 4: Project Activities

### 4.1: Task Description

### 4.2: Tools / Technologies / Platform used

### 4.3: Technical Application

### 4.4: Challenges Faced

## Chapter 5 : Learning and Development

- *Describe the skills and knowledge gained during the Training, such as technical skills, teamwork, communication, problem-solving, etc.*
- *Any certifications or additional training received during the internship period.*

## Chapter 6: Summary and Conclusion

## Chapter 7: Suggestions for the Improvement

## Bibliography

## Appendix *(if required)*

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**CHAPTER 1:** \_\_\_\_\_

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# ***SUMMER TRAINING REPORT 1***

(ES-361)

(Times New Roman, Font size = 18)

## ***Title of the report***

(Times New Roman, Italic, Font size = 20)

*Submitted in partial fulfillment of the requirements  
for the award of the degree of*

(Times New Roman, Italic, Font size = 16)

## **Bachelor of Technology**

**Department of .....**

(Times New Roman, Font size = 20)



Submitted by:  
(Student(s) name  
& Enroll No.)

**Dr. Akhilesh Das Gupta Institute of Professional Studies  
(Formerly ADGITM)**

(Times New Roman, Font size = 20)

**FC-26, SHASTRI PARK, NEW DELHI**

(Times New Roman, Font size = 16)

**Affiliated to**



(Times New Roman, Font size = 16)

**GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY**

(Times New Roman, Font size = 20)

**Sector - 16C Dwarka, Delhi - 110075, India**

(Times New Roman, Font size = 16)

**2023-27**