



## WEEKLY REPORT

<b>Student ID: 19DCS098</b>	<b>Student Name: Parth N Patel</b>
<b>From Date: 24 May 2022</b>	<b>To Date: May 30 May 2022</b>
<b>Semester: 6</b>	<b>Internship ID: IM-01</b>

### **Work done in last week (Attach supporting Documents):**

#### **1. Conducted further meetings with the clients.**

- In the meeting, discussed about the upcoming and ongoing projects.
- Alongwith that, discussion with interns took place.

#### **2. Conducted introductory meeting with the newly joined interns.**

- This was a short introductory meeting where I tried to understand the interns, attempted to know their mindset.

#### **3. Discussion of working protocols with the interns.**

- With the help of power point presentation, discussed the dos and don'ts with the interns.
- Discussion about the working strategy of the interns.

#### **4. Individual team discussion**

**NOTE:** I am not permitted to show or discuss the meeting details and strategy for the projects with any party outside of the organization (including the university).

**Plans for next week:**

1. Discussion of project strategy with the individual teams.
2. Assignment of roles and responsibility within the team.
3. Evaluation of the wireframe of the projects.

**References:**

NOT APPLICABLE

**Signature of External Guide**

**Signature of Internal Guide**

