**DECCAN COLLEGE OF ENGINEERING AND TECHNOLOGY**

**HYDERABAD**

**SUMMER INTERNSHIP FOR BE (6-SEMESTER) CBCS STUDENTS**

**Course Objectives**: To prepare the students

* To give an experience to the students in solving real life practical problems with all its constraints.
* To give an opportunity to integrate different aspects of learning with reference to real life problems.
* To enhance the confidence of the students while communicating with industry engineers and give an opportunity for useful interaction with them and familiarize with work culture and ethics of industry.

**Course Outcomes**: On successful completion of this course, student will be able to

* Design/Develop a small and simple product in hardware and software.
* Complete the task or realize a prespecified target, with limited scope, rather than taking a complex task and leaving it.
* Learn to find alternate viable solutions for a given problem and evaluate these alternatives with reference to prespecified criteria.
* Implement the selected solution and document the same.

**Summer Internship** is introduced as a part of curricula for encouraging students to work on problems interest to industries. A batch of two or three students will be attached to a person from an Industry /R&D Organization/National Laboratory for a period of 4weeks. This will be during the summer vacation following the completion of VI semester course. One faculty member will act as an internal guide for each batch to monitor the progress and interacts with the industry guide.

After the completion of the project, students will submit a brief technical report on the project executed and present the work through a seminar talk to be organized by the department. Award of session marks are based on the performance of the student at the work place and awarded by industry guide and internal guide (25 marks) followed by presentation before the committee constituted by the department (25 marks). One faculty member will coordinate the overall activity of Summer Internship.

**Nature of internship/training**

* 1. Guiding Principle behind internship/training would be improvement in knowledge/skills and employability of the students and emphasis would be on core companies and practical/field work on any project
  2. Students would be allowed internships in an Industries/ R&D organizations/ National Laboratories/ Research institutes if they indicate academics/research as their career choice.
  3. For non-core companies, each department would frame a policy by constituting a department level committee chaired by the HOD. There would be no blanket ban on internship/ training in non-core organizations and for each student choosing to go to such an organization, the department level committee would review the case on merit after receiving the views/justification from the student.
  4. In exceptional cases, students can appeal for reconsideration to a college level committee comprising of the following.

a) Vice Principal - Chairman

1. Head of the Department
2. Training & Placement Officer

The committee would send its recommendation to the Principal. All such cases should be sent immediately to TPO for onward transmission to the Committee.

**Arrangement of Slots**

* 1. Addresses of the companies will be provided/ updated by the department on the basis of information collected from students who have undergone their project semester in preceding year(s) by 31st August. Initially TPO and DP coordinators of various departments shall provide this information.
  2. Database of the companies shall be maintained by the TPO.
  3. TPO shall send the first letter to the companies to initiate dialogue.
  4. The concerned department and TPO shall arrange the slots. If sufficient number of slots are not arranged at the college level then the students on their own can arrange training as per the guidelines given under title “Nature of training” above.

However, the same must be approved by the Department.

**Distribution of Slots**

* 1. Companies visiting the campus can select the students as per their selection process.
  2. All the slots offered by companies to DCET as an institution will be allotted to students on the basis of merit.
  3. Central allocation of common slots shall be done centrally by TPO along with DP coordinators. For common slots respective DP coordinators shall take the preferences of the interested students and then slots shall be distributed as per combined merit based on CGPA.
  4. Respective departments will allocate specific slots.
  5. Allotment letters to the students are to be issued by department.
  6. Once the names of allotted students have been communicated to the industry, no change will be permissible.
  7. The students going for six months training are required to get themselves registered before leaving for training. This may be done latest by the date specified for the normal semester registration for course work.

**Monitoring**

* 1. Students to ensure that their Joining reports are received by the department within 15 days of joining. **(As per Annexure** **–** **I)**
  2. Consolidated summary sheet of joining report from each department is to be submitted to the TPO within 21 days of joining. **(As per Annexure** **–** **II)** by DPC.
  3. For effective monitoring of students who are taking training outside the India, Adjunct Faculty/Experts/PEC Alumni with an experience of minimum 5 years from that country may be requested to supervise such students during their training. The concerned department would identify and request such Adjunct Faculty/Experts/ PEC Alumni for this purpose and explain them the detailed parameters of the internship semester requirement necessary for evaluation.
  4. All visit / monitoring reports are to be submitted to the respective departments by the faculty/Adjunct Faculty/Experts/PEC Alumni. **(As per Annexure** **–** **III & IV).**
  5. Faculty-Industry Interaction: In addition to making 2 to 3 visits to the industry, the faculty coordinator will contact the industry coordinator fortnightly via e-mail/phone, to keep a close watch on the students progress.
  6. Consolidated Summary Sheet of each visit/monitoring shall be submitted by each department to TPO. **(As per Annexure** **–** **V)**
  7. Database regarding project semester will be maintained centrally at TPO office and following faculty members will coordinate in association with respective department as assigned by the director.

|  |  |  |  |
| --- | --- | --- | --- |
| **S.No** | **Name of Faculty** | **Assigned Department** | **Email ID** |
| 1 | SHAIK.RAFI AHMED | EEE | [shaikrafi\_ahmed@yahoo.com](mailto:shaikrafi_ahmed@yahoo.com) |
|  |  |  |  |
|  |  |  |  |

**Preparation of Report:**

* 1. Every student shall prepare a project semester report as per the specified guideline **(Annexure – VI).** A standard cover page has to be used **(As per Annexure – VII).** Thereport shall contain a declaration **(As per Annexure** **–** **VIII)**.

**Feedback Form:**

* 1. The Faculty Coordinator, Adjunct Faculty / Experts / DCET alumni shall collect the feedback from the industry **(As per Annexure** **–** **IX)** and student **(As per** **Annexure – X)**.

**Guidelines for Evaluation:**

* 1. The distribution of credits for finalizing the grades for project semester

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| S .No. | Subject | | Credits | Remarks |  |
| 1. | Credits by Industry | | 6 | Proforma to be filled jointly by Industry | |
|  |  |  |  | coordinator and faculty coordinator **(As per** | |
|  |  |  |  | **Annexure – XI)** |  |
|  |  | |  |  |  |
| 2. | Credits by Faculty | | 6 | Interaction/presentation | of student during |
|  | Coordinator, Adjunct | |  | project semester **(As per Annexure** **–** **XII)** | |
|  | Faculty / Experts / | |  |  |  |
|  | PEC alumni | |  |  |  |
| 3. | Evaluation by Dept. | |  | The final Presentations/ evaluations will be | |
|  |  |  |  | made before faculty | Panel. **(As per** |
|  |  |  |  | **Annexure – XIII)** |  |
|  | Report | 4 |  |  |
|  |  | Presentation | 4 |  |  |
|  |  | Viva Voce | 4 |  |  |
| 4. | Total Credits | | 24 | To be displayed on notice board **(As per** | |
|  |  |  |  | **Annexure – XIV)** |  |
|  |  |  |  |  |  |

**Evaluation Process:**

* 1. Faculty coordinator and the industry coordinator will directly award a letter grade out of A, B, C, D & F based on their assessment of the work done by a student.
  2. The industry coordinator has to be communicated the meaning of these letter grades.
  3. For the remaining 3 components i.e. report, presentation and viva voce a committee comprising of 3 to 4 members shall be notified by the Head of the department. The faculty coordinator of the training shall be an additional member of the committee for the evaluation of the above 3 components. Each member of the committee, including the faculty coordinator will award marks separately for the 3 components out of the maximum marks specified for these. Average of these marks shall be

taken as the final marks of the student and these shall be then converted into grades.

**Calendar for project semester is as given below:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **S.No.** | **Activity** | |  |  | **Even Semester** |
| 1. | Addresses | | of | the | 31st August |
|  | companies to TPO by | | | |  |
|  | the departments | | |  |  |
| 2. | Start | of | the Project | | By the normal specified date of registration |
|  | Semester | |  |  | for the semester for students taking up |
|  |  |  |  |  | course-work. |
| 3. | Joining report | | |  | Within 15 days of start of project semester |
| 4. | Consolidated | | |  | Within 21 days of start of project semester |
|  | Summary | | Sheet | of |  |
|  | Joining report | | |  |  |
| 5. | First Monitoring | | |  | Within 1½ month of joining |
| 6. | Consolidated | | |  |  |
|  | Summary | | Sheet | of | Within one week of last date of visit |
|  | first visit report | | |  |  |
| 7. | Second Monitoring | | | | within three months of Joining |
| 8. | Consolidated | | |  |  |
|  | Summary | | Sheet | of | Within one week of last date of visit |
|  | second visit report | | |  |  |
| 9 | Final monitoring | | |  | During last week of Training |
| 10. | Final | Evaluation | | at | During project evaluation week as per |
|  | Institute | |  |  | academic calendar. |
|  |  |  |  |  |  |

ELECTRICAL INDUDSTRIES IN HYDERABAD FOR INTERNSHIP:

* Power Tech Transformers, Gandhi Nagar, Bala Nagar, Hyd.
* V.V.E Transformers Pvt Ltd. Gandhi Nagar, Bala Nagar.Hyd.
* Instrument Techniques, opp. Industrial Estate, Bala Nagar, Hyd.
* Vijay Electricals Pvt Ltd. Raj Bhavan Road, Somajiguda, Hyd.-040 3061778.
* Tejaswini Industries, Habsiguda, Mallapur, Nacharam.- 9152832979.
* Shivani Electricals- 9152134307.
* Sai Electricals,Victoria Park, Hyd.
* H.I.C ,Sanath Nagar, Thimmapur, Hyd.

**ANNEXURE-I**

**JOINING REPORT**

|  |  |  |
| --- | --- | --- |
| 1. | Student I D | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| 2. | Name | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| 3. | Name of the Project | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| 4. | Name & Address of the Organization | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | Telephone No. | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | E-mail : | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| 5. | Address of the Site | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | Telephone No. | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | E-mail : | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| 6. | Residential Address of the Student | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | Telephone No. | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | E-mail : | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

I hereby inform that I have joined the organization on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ for the SI in the industry.

Dated : Signature of the Student

**CERTIFICATE BY THE CO-ORDINATOR IN THE INDUSTRY**

Certified that the above-mentioned student has joined our organization for the SI in the industry.

Dated : Signature of the Coordinator

(With Seal)

Name of the Coordinator:

Designation:

Phone No.:

E-mail (if any):

**ANNEXURE-II**

Department of ELECTRICAL AND ELECTRONIC ENGNEERING

SUMMER INTERNSHIP Session 20 18

**Consolidated Summary Sheet of Joining Report**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S. No. Student | Name of | Name of | Work Place/ | Date of Joining |
| I D | Student | Industry | Site address |  |
| 1. |  |  |  |  |
| 2. |  |  |  |  |
| 3. |  |  |  |  |
| 4. |  |  |  |  |
| 5. |  |  |  |  |
| 6. |  |  |  |  |
| 7. |  |  |  |  |
| 8. |  |  |  |  |
| 9. |  |  |  |  |

…

**(Faculty Coordinator)** **(Head of the Department)**

**ANNEXURE-III**

Department of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Engineering

SUMMER INTERNSHIP Session 20 -

**FACULTY COORDINATORS‟ FIRST VISIT REPORT**

Date of Visit: ……………..………

Student I D & Name of Student : ……………….……………………..…………………………………….

Name of Organization & address :………………………..…….……………………………..………………

Phone No: ………….……………….. E-mail …………………………..

Site Address …………………………………………………………….………………………………….

Phone Nos: ……………………………E-mail ………………………..…

Name of Industry Coordinator…………………………………………….……….…………………………..

Designation …………………………… Phone No. …………………… E-mail ………….……..…………

BRIEF PROGRESS REPORT

Stipend ( if any ) ………………………….….. Accommodation/Meals ……………….

1. Topic/Title of the Project .…………….……….……………………………………………………………

………………………………………………………………………………………………………………

1. Type of Project

…………………………………………………………………………….Details of Project Semester Assignment……………………..…………….……………………………………………

…………………………………………………………………………………………………………………

…………………………………………………………………………………………………………………

Assistance required from the Institute……………………………………..…………………………………..

…………………………………………………………………………………………………………………

Response from the Industry/Remarks of Industry Coordinator ………………………..……………………..

…………………………………………………………………………………………………………………

…………………………………………………………………………………..…..…………………………

Possibility of consultancy, if any ……….…………………………………….……………………………….

……………………………………………………………………………………………..…………………..

Remarks of the Faculty Coordinator…………………………………….……………………………………

……………………………………………………………………………………………………..

(Signature of Faculty Coordinator) (Signature of Industry Coordinator)

Name ………………………………. Name ……………………………….

Designation ………………………… Designation …………………………

**ANNEXURE-IV**

Department of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Engineering

SUMMER INTERNSHIP Session 20 -

FACULTY COORDINATOR‟S SECOND VISIT REPORT

|  |  |  |
| --- | --- | --- |
|  |  | Date of Visit: ………..………….. |
| Student I D and Name of Student | : | …………………………………………………………….. |
| Name of Organization | : | ……………………………….……………………………. |
| Address (Site/Office) | : | ………………………………………………………………. |

Phone No. : ………………………………….… email : ……………………………………

**Brief Progress Report**

Title of Project: ……………………………………………………………….……………………..

……………………………………………………………………..…………………………………

|  |  |  |
| --- | --- | --- |
| **S.No.** | **Details of SI Assignments** | **Status** |
| 1 |  |  |
| 2 |  |  |
| 3 |  |  |
| 4 |  |  |
| 5 |  |  |
| 6 |  |  |

Assistance Required from the Institute: ……………………..…………………………………

………………………………………………………………………..………………………………

Response from the Industry : ……………………..…………………………………

…………………………………………………………………..……………………………………

Remarks of Industry Coordinator : …………………..……………………………………

…………………………………………………………………..……………………………………

Any significant change with respect to the First Visit Report : ……………….…………………….

…………………………………………………………………………..……………………………

……………………………………………………………………………………..…………………

Any other item: ………………….…………………………………………………………………...

………………………………………………………………………..………………………………

**Over all Progress (Satisfactory/Not Satisfactory):**

……………………………….

(Signature of Faculty Coordinator)

(Signature of Industry Coordinator)

Name:

Designation:

Name:

Designation:

**ANNEXURE-V**

Department of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Engineering

SUMMER INTERNSHIP Session 20 -

**Consolidated Summary Sheet of FIRST/SECOND VISIT Report**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S. | Stude | Name of | Name of | Work Place/ Site | Date of | Name & Address of | Name Of | Date of | Project Topic | Remarks |
| No. | nt I | Student | Industry | address | joining | Industrial | Faculty | FIRST/ |  |  |
|  | D |  |  |  |  | Coordinator (Phone, | Coordinator | SECOND |  |  |
|  |  |  |  |  |  | Email) |  | Visit |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
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(Faculty Coordinator) (Head of the Department)

**ANNEXURE – VI**

**CONTENTS OF THE REPORT**

1. Cover page – on hard paper
2. Inner page – same as cover page but on the soft paper
3. Declaration
4. Acknowledgement (if any)
5. Contents
   * Summary
   * Introduction
   * Work
   * Industry
   * Review
   * Details of the work including work programme & results
   * Conclusions and Future Scope of Work
   * References (if any)
6. Impediments/difficulties faced during SI on project work; Suggestions related to work/SI.

Please note the case of letters in the cover page. The 3rd. line is 16 pt bold and other lines are 12 pt.

The page is centered. Department and Institute names are bold.

The matter contained in the report should be typed in MS word (1.5 spacing) Times New Roman, 12 pt or equivalent with other software.

Figures and tables may be inserted in the text as they appear or may be appended in order.

List of references shall be appended at the end.

Subject matter should be typed on both sides.

A total of THREE copies may be prepared – one for the student, second for the industry coordinator and third for the institute.

**ANNEXURE – VII**

**SUMMER INTERNSHIP REPORT**

(SI- January-June 20 )

**(TITLE OF THE PROJECT)**

Submitted by

**(Name of student)**

**Student I D………..**

Under the Guidance of

**(Name of faculty coordinator with designation)**

**(Name of Industry coordinator**

**with designation)**

**Department of ……………………………………… Engineering**

**DCET, Hyderabad**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_

(Start Week ) (End Week) (Month ) (Year)

**ANNEXURE – VIII**

**DECLARATION**

I hereby declare that the project work entitled (“Title of the project”) is an authentic record of my own work carried out at (Place of work) as requirements of six months project semester for the award of degree of B.E. (Relevant Engineering), DCET, Hyderabad, under the guidance of (Name of Industry coordinator) and (Name of Faculty coordinator), during \_\_\_\_\_\_\_\_to \_\_\_\_\_\_\_, 20 ).

(Signature of student)

Name of Student

Student I D

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Certified that the above statement made by the student is correct to the best of our knowledge and belief.

**(Name & Designation)** **(Name & Designation)**

**Faculty Coordinator** **Industry Coordinator**

**ANNEXURE-IX**

Deccan College of Engineering and Technology, Hyderabad

Department of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Engineering

SUMMER INTERNSHIP- …. SEMESTER Session 20 -

**FEEDBACK FROM INDUSTRY ON SUMMER INTERNSHIP**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 1. | Were the students serious about their work? | A | B | C | D |
| 2. | Were they allotted specific projects? |  | Yes / No | |  |
| 3. | Has the work done by the students been of value to the |  | Yes / No | |  |
|  | Company? |  |  |  |  |
| 4. | Did the students have adequate background knowledge? | A | B | C | D |
| 5. | Did the students have adequate maturity and adjustability? | A | B | C | D |
| 6. | Do you think that the Institute can interact with the industry / |  | Yes / No | |  |
|  | organization in some other way also? Please specify. |  |  |  |  |
| 7. | How do you rate the student overall? | A | B | C | D |
| 8. | Will you consider the student to be absorbed in your |  | Yes / No | |  |
|  | organization (if chance given)? |  |  |  |  |
| 9. | Would you like to take DCET students again in next year? |  | Yes / No | |  |

1. **Excellent**
2. **Very Good**
3. **Satisfactory**
4. **Marginal**

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

of Faculty Coordinator

**ANNEXURE-X**

Department of ELECTRICAL AND ELECTRONICS Engineering

SUMMER INTERNSHIP- …. SEMESTER Session 20 -

**STUDENTS FEED BACK FORM**

1. Name and Place of the Industry:
2. Student‟s name

3. Student I D Branch

1. Are you satisfied with the manner the department did your:

|  |  |  |  |
| --- | --- | --- | --- |
| (i) | Placement in various industrial units | Satisfied | Unsatisfied |
| (ii) | Registration & Orientation | Satisfied | Unsatisfied |
| (iii) | Evaluation | Satisfied | Unsatisfied |

If not satisfied, please give your suggestions overleaf.

1. Was the technical assistance/guidance received from the Institute satisfactory? If not, identify the areas where assistance was lacking?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 6. | Were you given a single project or number of similar projects? | |  | Single | No. of |  |  |
|  |  |  |  |  | Projects |  |  |
| 7. | Specify below areas of the project carried out by you | | Analysis & Design/Fabrication/ | | | | |
|  |  |  | R&D/Supervision/……………… | | | | |
| i. | What additional subjects did you study in order to successfully complete the projects | | | | | | |
|  | in the Industry? | |  |  |  |  |  |
|  |  |  |  |  | | | |
|  | **PROJECT** |  |  | **SUBJECT** | | |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

1. Problems faced in the Industry with regard to:
   * 1. Project identification
     2. Problem analysis
     3. Implementation of the Project
     4. Acceptance in Industry
     5. Recognition of the work done by you
   1. Has the Project Semester proved to be an exercise that has enhanced your
2. **Personal Attributed at work**:
   1. Communications Skills
   2. Confidence level
   3. Creativity
   4. Planning skills
   5. Adaptability
   6. Being methodical
   7. Organizational skills
3. **Technical Aspects** Knowledge

Skill at work

* 1. Were you provided the following
     1. Stipend
     2. Accommodation
     3. Conveyance

1. Any additional information/suggestion for further improvement of the project:

YES No

YES No

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

A-Excellent B-Good C-Fair

**ANNEXURE – XI**

**DECCAN COLLEGE OF ENGINEERING AND TECHNOLOGY, HYDERABAD**

**EVALUATION OF SUMMER INTERNSHIP PERFORMANCE IN INDUSTRY**

**(To be filled jointly by Faculty Coordinator and Industrial/Site Coordinator during Third Monitoring)**

NAME OF THE ORGANISATION \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Please indicate grade out of „A‟ „B‟ „C‟ „D‟ & „F‟. For grading system & evaluation parameters, please see below.)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S.No. | Student ID | Name of Student | Name of Project | Grades |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

|  |  |  |
| --- | --- | --- |
| **(Name & Designation)** | | **(Name & Designation)** |
| **Faculty Coordinator** | | **Industry Coordinator** |
| **Grading System** |  |  |

The performance of the student is to be reported in terms of broadband grades. The following letter grades are to be used: -

|  |  |  |
| --- | --- | --- |
| **Letter Grade** | **Performance** | **Marks** |
| A | Excellent |  |
| B | Very Good |  |
| C | Satisfactory |  |
| D | Marginal |  |
| F | Failing |  |

**Evaluation Parameters:**

Following parameters may be kept in mind while evaluation evaluating the student:

|  |  |  |  |
| --- | --- | --- | --- |
| **i** | JOB KNOWLEDGE (refers to knowledge clarity of | **ix** | ADAPTABILITY TO NEW ENVIRONMENT (refers to |
|  | fundamentals, and latest development |  | ability to acclimatize himself/herself to new work |
|  |  |  | environment/culture. |
| **ii** | CREATIVITY (refers to the ability to generate new and | **X** | PROBLEM FORMULATION (refers to initiative shown in |
|  | practical ideas for improvement of systems and operations |  | converging to project formulation) |
|  | related to the job) |  |  |
| **iii** | PLANNING SKILLS (refer to the ability to conceptualize | **xi** | TECHNIQUES/TOOLS used at various stages |
|  | all aspect of the project and to systematically plan the series |  |  |
|  | of activities to achieve the goals) |  |  |
| **iv** | ORGANISING SKILLS (refers to the ability to mobilize co- | **xii** | EXECUTION OF THE PROJECT)(S) (refers to (a) Setting |
|  | ordinate, integrate various activities/resources to achieve fast |  | Time frames (b) Efforts put into complete the project. |
|  | completion) |  | Maintenance of work diary. |
| **v** | APPLICATION SKILLS (refer to the ability to apply | **xiii** | PROJECT REPORT & DEFENCE |
|  | knowledge to real life situations) |  |  |
| **vi** | JOB INVOLVEMENT (refers to the concern and diligence | **xiv** | PRESENTATION (Refers to style and effectiveness) |
|  | shown in execution of the project) |  |  |
| **vii** | INTERPERSONAL RELATIONSHIP (refers to ability to | **xv** | Written Expression |
|  | work harmoniously with superiors and subordinates) |  |  |
| **viii** | REGULARITY & PUNCTUALITY (refers to (i) Sanctioned | **xvi** | Oral Expression |
|  | authorized leave, absence without permission (ii) late |  |  |
|  | coming & leaving work place early) |  |  |

**ANNEXURE-XII**

Department of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Engineering

SUMMER INTERNSHIP- …. SEMESTER Session 20 -

**EVALUATION PERFORMA FOR FACULTY COORDINATOR**

NAME OF COORDINATOR(S):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  |  |  | Marks Assigned: 06 | |
|  |  |  |  |  |  |
| S.No. | Student ID | Name of Student | Name of Project |  | Grades/  Marks |
|  |  |  |  |  |  |
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(Description of Grades given below)

Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Grading System**

The performance of the student is to be reported in terms of broadband grades. The following letter grades are to be used: -

|  |  |  |
| --- | --- | --- |
| **Letter Grade** | **Performance** | **Marks** |
| A | Excellent |  |
| B | Very Good |  |
| C | Satisfactory |  |
| D | Marginal |  |
| F | Failing |  |

**ANNEXURE-XIII**

Department of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Engineering

SUMMER INTERNSHIP- …. SEMESTER Session 20 -

**INSTITUTE EVALUATION PERFORMA**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  | **Evaluation (Grades)** | | |
| S. | SID | Name of Student | Report |  | Presentation | Viva Voce |
| No. |  |  | ( Marks) |  | (Marks) | (Marks) |
|  |  |  |  |  |  |  |
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**(Faculty Coordinator)** **(Head of the Department**)

**ANNEXURE – XIV**

Department of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Engineering

SUMMER INTERNSHIP- …. SEMESTER Session 20 -

**OVER-ALL EVALUATION PERFORMA**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.No | SID | Name of |  | **Evaluation (Grades)** | |  | |  |
|  |  | Student | Industry | Faculty |  |  | Institute |  |
|  |  |  | Coordinator | Coordinator |  |  |  |  |
|  |  |  | (Marks) | (Marks) | Report |  | Presentation | Viva Voce |
|  |  |  |  |  | ( Marks) |  | (Marks) | (Marks) |
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**(Faculty Coordinator)** **(Head of the Department)**

**ANNEXURE - XV**

**Department of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Engineering**

SUMMER INTERNSHIP- …. SEMESTER Session 20 -

FORMAT FOR TENTATIVE DATES OF VISITS FOR SUMMER INTERNSHIP MONITORING

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **S.No** | Name of Faculty | Name of the | Student I D | Name of | Tentative | Tentative | Tentative |
|  | member | student |  | Industry | date/week of | date/week of | date/week of |
|  |  |  |  |  | 1st visit | 2nd visit | 3rd visit |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
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**(Faculty Coordinator)** **(Head of the Department)**

|  |  |  |  |
| --- | --- | --- | --- |
| **SI.No** | **Evaluation Criteria** | **Marks**  **obtained** | **Maximum**  **Marks** |
| 1 | Attendance and punctuality |  | 5 |
| 2 | Familiarity with Technical terms |  | 6 |
| 3 | Familiarity with tools and material |  | 10 |
| 4 | Attitude towards job |  | 7 |
| 5 | Manual skills |  | 4 |
| 6 | Application of knowledge |  | 10 |
| 7 | Problem solving skills |  | 10 |
| 8 | Comprehension and observation |  | 4 |
| 9 | Safety and Environmental consciousness |  | 3 |
| 10 | Human relations |  | 4 |
| 11 | Ability to communicate |  | 6 |
| 12 | Supervising ability |  | 10 |
| 13 | General conduct during the period |  | 6 |
| 14 | Maintenance of dairy |  | 15 |
|  | Total marks |  | 100 |