

GOVERNMENT DEGREE COLLEGE
RAJAMPETA

SHORT TERM INTERNSHIP

RECORD BOOK
2024-25

Designed & Developed by



ANDHRA PRADESH
STATE COUNCIL OF HIGHER EDUCATION
(A STATUTORY BODY OF GOVERNMENT OF ANDHRA PRADESH)

PROGRAM BOOK FOR
SHORT TERM INTERNSHIP

Name of the Student: *B. Siva Narasimha*

Name of the College: *Government Degree College*

Registration Number: *226030054001*

Period of Internship: From: *27/5/24* To: *25/6/24*

Name & Address of the Intern Organization *Canara bank RSETI*
Kadapa (D), Andhra pradesh

YEAR

2024-25

Yogi Vemana University

KADAPA

An Internship Report on

Cell phone repair & Service

(Title of the Short term Internship Program)

Submitted in accordance with the requirement for the degree of

BSC (MScs)

Under the Faculty Guideship of

Dr. M. Jayachandran Babu

(Name of the Faculty Guide)

Department of

mathematics, G. DC Rajampet

(Name of the College)

Submitted by:

B. Siva Nagesimha

(Name of the Student)

Reg.No: 226030054001

Instructions to Students

Please read the detailed Guidelines on Internship hosted on the website of AP State Council of Higher Education <https://apsche.ap.gov.in>

1. It is mandatory for all the students to complete Short term internship either in 2nd Semester.
2. Every student should identify the organization for internship in consultation with the College Principal/the authorized person nominated by the Principal.
3. Report to the intern organization as per the schedule given by the College. You must make your own arrangements for transportation to reach the organization.
4. You should maintain punctuality in attending the internship. Daily attendance is compulsory.
5. You are expected to learn about the organization, policies, procedures, and processes by interacting with the people working in the organization and by consulting the supervisor attached to the interns.
6. While you are attending the internship, follow the rules and regulations of the intern organization.
7. While in the intern organization, always wear your College Identity Card.
8. If your College has a prescribed dress as uniform, wear the uniform daily, as you attend to your assigned duties.
9. You will be assigned a Faculty Guide from your College. He/She will be creating a WhatsApp group with your fellow interns. Post your daily activity done and/or any difficulty you encounter during the internship.
10. Identify five or more learning objectives in consultation with your Faculty Guide. These learning objectives can address:
 - a. Data and Information you are expected to collect about the organization and/or industry.
 - b. Job Skills you are expected to acquire.
 - c. Development of professional competencies that lead to future career success.
11. Practice professional communication skills with team members, co-interns, and your supervisor. This includes expressing thoughts and ideas effectively through oral, written, and non-verbal communication, and utilizing listening skills.
12. Be aware of the communication culture in your work environment. Follow up and communicate regularly with your supervisor to provide updates on your progress with work assignments.

13. Never be hesitant to ask questions to make sure you fully understand what you need to do your work and to contribute to the organization.
14. Be regular in filling up your Program Book. It shall be filled up in your own handwriting. Add additional sheets wherever necessary.
15. At the end of internship, you shall be evaluated by your Supervisor of the intern organization.
16. There shall also be evaluation at the end of the internship by the Faculty Guide and the Principal.
17. Do not meddle with the instruments/equipment you work with.
18. Ensure that you do not cause any disturbance to the regular activities of the intern organization.
19. Be cordial but not too intimate with the employees of the intern organization and your fellow interns.
20. You should understand that during the internship programme, you are the ambassador of your College, and your behavior during the internship programme is of utmost importance.
21. If you are involved in any discipline related issues, you will be withdrawn from the internship programme immediately and disciplinary action shall be initiated.
22. Do not forget to keep up your family pride and prestige of your College.

.....<<@>>.....

Student's Declaration

I, B. Siva Narasimha a student of BSc (MSc) (Group)
Program, Reg. No. 226030054001 of the Department of Mathematics
College do hereby declare that I have completed the mandatory internship
from 27/5/24 to 25/6/24 in CBRSETI (Name of
the intern organization) under the Faculty Guide ship of M. Jayachandran Babu
(Name of the Faculty Guide), Department of
Mathematics, Government degree college Rajampet
(Name of the College)

B. Siva Narasimha
(Signature and Date)

Official Certification

This is to certify that Burlakunta Siva Narasimha (Name of the student) Reg. No. 226030054001 has completed his/her Internship in CIBRSEIT (Name of the Intern Organization) on cell phone repairs & service (Title of the Internship) under my supervision as a part of partial fulfillment of the requirement for the Degree of BSC (MSCS) in the Department of GOC, Rajampet (Name of the College).

This is accepted for evaluation.

M. Gaye
(Signatory with Date and Seal)
Lecturer in Maths
Government Degree College
Rajampet, Kadapa (Dt.)

Endorsements

Faculty Guide

M. Gaye

Head of the Department

M. Gaye

Principal

R. Purnagotham
PRINCIPAL
Govt. Degree College
RAJAMPET - 516 115.
Annamayya Dist.

Certificate from Intern Organization

This is to certify that B. Siva Narasimha (Name of the intern)
Reg. No 226030054001 of Govt degree college (Name of the
College) underwent internship in Canara Bank RSETI (Name of the
Intern Organization) from 27/5/2024 to 15/6/2024

The overall performance of the intern during his/her internship is found to be
Satisfactory (Satisfactory/Not Satisfactory).

M. R. Siva
Lecturer in Maths
Authorized Signature with Date and Seal
Government Degree College
Rajampet, Kadapa (Dt.)



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Canara Bank
A Government of India Undertaking



RSETI
Rural Self Employment
Training Institutes
Powering Rural Entrepreneurship



CANARA BANK RURAL SELF EMPLOYMENT TRAINING INSTITUTE, KADAPA.

(Sponsored by Canara Bank Centenary Rural Development Trust)
Beside Girls ITI College, Tirupati Road, KADAPA - 516 002. A.P.

Unique ID :

Aadhar No :

Certificate



This is to certify that Shri/Smt./Kum B. Siva Nava Simbulu

S/o. / Daughter / W/o. of Rata Gopal Ratu

Resident of Pulapathuru, Rajampet, Annamayya

has participated and successfully completed the Training programme

Cell Phone Repairs & Service

conducted at the institute from 27-05-24 *to* 25-06-24

The Training Programme was sponsored by Canara Bank

Date : 25-06-24

Place : KDP

Course Co-ordinator

Director
Director

CANARA BANK RURAL SELF EMPLOYMENT
TRAINING INSTITUTE, KADAPA

Contents

1. Introduction of student
2. Student Declaration
3. official certificate
4. certificate from intern organisation
5. Executive summary
6. overview of the organisation
7. Internship part
8. Activity log for ~~first~~ week
weekly report
9. Activity log for second week
weekly report
10. Activity log for third week
weekly report
11. Activity log for fourth week
weekly report
12. Outcome description
13. photos
14. Evaluation (student self)
15. Evaluation (supervisor of intern organisation)
16. Internal Assessment statement

CHAPTER 1: EXECUTIVE SUMMARY

The internship report shall have a brief executive summary. It shall include five or more Learning Objectives and Outcomes achieved, a brief description of the sector of business and Intern organization and summary of all the activities done by the Intern during the period.

This report is a detailed overview of my internship journey at Comara Bank Rural Self Employment Training Institute, Kadapa, during the internship.

I have learnt about the communication and employment entrepreneurship in the institute.

⇒ SDMET means Sri Dharmasthali Manjunatha Education Trust

⇒ Dr. Sri. Padmabhushan Veerendra Hegde is the president of this organisation (SDMET)

CHAPTER 2: OVERVIEW OF THE ORGANIZATION

Suggestive contents

- A. Introduction of the Organization
- B. Vision, Mission, and Values of the Organization
- C. Policy of the Organization, in relation to the intern role
- D. Organizational Structure
- E. Roles and responsibilities of the employees in which the intern is placed.
- F. Performance of the Organization in terms of turnover, profits, market reach and market value.
- G. Future Plans of the Organization.

First of all we should know about RUDSETI which was established in the year 1982 in the Southern Karnataka (Uzri(V)). RUDSETI means Rural development and self employment training Institute.

⇒ RUDSETI was started by Sri Dharmasthali education trust, Syndicate bank and canara bank

⇒ chairman of this institute is Dr. Sri. PadmaBhusan veerendra Hegde, He is the president of Dharmasthali education trust.

⇒ In Kadapa district, in 2003 it was started as SIRD (Syndicate Institute of rural Development) it was converted to Synd reseti in 2009 the future plans of this organisation is every one must and should a employe or self employed and many plans to improve indivisual skills, etc.

CHAPTER 3: INTERNSHIP PART

Description of the Activities/Responsibilities in the Intern Organization during Internship, which shall include - details of working conditions, weekly work schedule, equipment used, and tasks performed. This part could end by reflecting on what kind of skills the intern acquired.

Daily Activities in the intern organisation during internship area

- * prayers

- * milly

- * EDP classes

- * lab practicals and activities of internship

our responsibilities safe side of the internship
The working module details are daily conditions are

there

weekly work schedules are equipment used and
tasks performed. objectives of the repairing tools
area given to our team leaders using free
equipments & tasks performed.

I have learned skills and their business
activities, communication skills and successfully
completed my internship

ACTIVITY LOG FOR THE FIRST WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	visited the RSETI and introduced myself	Introduction and Registration	
Day - 2	Takes application after we have biometric attendance and registration.	Joined the RSETI	
Day - 3	details about and history of this institute were thought	about the institution..	
Day - 4	Introduction to basic electronics & Identification of components	Known about the basic electronics & components.	
Day - 5	Tower building game Time management & problem solving	Self confidence dependancy syndrome	
Day - 6	Keypad LED fault states, finding, filters, micro chips, micro processors	Introduction & Solving of Keypad LED faults	

WEEKLY REPORT

WEEK - 1 (From Dt. 28/5/24 to Dt. 3/6/24...)

Objective of the Activity Done: Training process and about the institution.

Detailed Report:

In the first week I have visited the RSETI (Rural self employment training institute) and taken application this institute provides free hostels, food and all facilities. RSETI means Rural Development and Self Employment Training institute. This institute firstly started in Karnataka state, South Kanara district D2ri. The cell phone repairs and services. I thought about the basic electronics and Identification of Components. and in GPP class played tower building game through developed self Confidence & dependency syndrome. Time management and problem solving skills. keypad fault findings, filters, microprocessors and microchips etc. were explained and practiced.

ACTIVITY LOG FOR THE SECOND WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	charging problem, camera problem, Battery, display, hanging & Network	Solution of the problems through handset	
Day - 2	Introduction to safety measures which handling hazardous materials/tools	learned about safety measures which handling hazardous tools	
Day - 3	Introduction to audio section in GSM phones, study of mic, speaker & ringer	learned how to check the audio section	
Day - 4	Introduction to touch screen, keypad fault finding & hands free technologies	Solution through handset IC (integrated circuit)	
Day - 5	Drivers installation flashing, all types of unlocking - user lock & sim (country lock	practiced about lock removing & (flashing)	
Day - 6	Jumpering technique for new models, fault finding & trouble shooting through circuit	Jumpering & trouble shooting, market survey	

WEEKLY REPORT

WEEK - 2 (From Dt 21/11/24 to Dt 27/11/24..)

Objective of the Activity Done: Solution of various problems

Detailed Report:

Every day start which player and the class and practice will begin. Sudhakar reddy sir explained about various profit of self explained about various selfemployment. Entrepreneurship competencies is learned. Information seeking, problem solving, self confidence etc.

Martin Cooper invented first mobile in 1987 & weight is 1kg. Mahesh sir (cell phone repair & service) thought various problems in mobile phone and their solutions through handset. like charging problem, camera problem, battery problem, display, hanging & network problems. while hanging dangerous materials / tools. Learnt about drivers installation and jumpering technique and new models and trouble shooting.

ACTIVITY LOG FOR THE THIRD WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Market Survey collection of information and field visits	enquired about the market through field visits	
Day - 2	Market survey - report writing, presentation group discussion & analysis	Market Survey report writing	
Day - 3	Software problems updates, installation debugging & flashing through coding	repairing all type of software problems	
Day - 4	practice of circuit tracing fault diagnoses procedure	all electronics components identification, testing & working	
Day - 5	Dead contact solving fault - through software user lock, sim lock network lock	formatting & unlocking, virus solution through software	
Day - 6	Touch pad remove & fix combo display remove & fix display glass in combos	practiced removing & fixing combos	

WEEKLY REPORT

WEEK - 3 (From Dt. 02/02/2021 to Dt. 08/02/2021)

Objective of the Activity Done:

Market survey of software problems

Detailed Report:

The third week started with market survey, market survey is done on machines & equipments / tools, raw materials, competitors, future/past market rates etc. market survey is done for who, how, when, and how much quantity is going to buy. After the market survey, we wrote a report on the information collected.

In the domain class known about the software problems, updates installations, debugging, flashing through coding. practice of circuit training fault finding of dead, contact service fault through software userlock, Sim lock, network lock, touch pad removing and flashing, Combo replacement and fixing, removing and replacing display glass in combos and practiced above sessions.

ACTIVITY LOG FOR THE FORTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	About mobile operating system of Iphone, blackberry, microsoft & Android Samsung phones	About OS & wifi system	
Day - 2	Introduction to personal computers, softwares, features, -flashing	Flashing and software updates, official flash file debugging, downloading	
Day - 3	Software world class unlockers, unlocking iPhones, ODBI unlocking and other smart phones	practically on all softwares, more crack versions	
Day - 4	free mobile service camp near camera bank, andyph	field experience of mobile repairing	
Day - 5	Customer management marketing management & Bart-making Game	Systematic planning, concern of quality & efficiency	
Day - 6	certificate distribution	Completed	

WEEKLY REPORT

WEEK - 4 (From Dt. 22/6/24 to Dt. 25/6/24..)

Objective of the Activity Done:	Free servicing camp, Exam certificate distribution.
Detailed Report:	In the fourth week learned about the operating system of I-phones, Blackberry, Microsoft and different android phones. Introduction to personal Computers, Software features flashing. Software world class unlockers. Free mobile servicing camp was conducted near canara bank of sankarapuram in kadapa and through this camp we had field Experience of mobile repairing in EDP class thought about customer management, marketing management and boat making game through which learned about systematic plannings & quality concern. and on the 29th day we had theory and practical examination on EDP & cell phone repair & service and certificates distributed on the last day

CHAPTER 5: OUTCOMES DESCRIPTION

Describe the work environment you have experienced (in terms of people interactions, facilities available and maintenance, clarity of job roles, protocols, procedures, processes, discipline, time management, harmonious relationships, socialization, mutual support and teamwork, motivation, space and ventilation, etc.)

As per the people interaction of RSETI
It is the most popular institute. number
of people will and joining this environment
or institute will train for free without any
other fees. also it will provide many free
facilities like food, hostels It is in a very
comfortable area. the place where the RSETI
is constructed is very comfortable and correct
places for training institutes. we can interact
with RSETI staff without any hesitation at
any time and improve our communication
skills with each other. Because of we are
staying in the institute.

The maintenance of institute was
very good. good food, seats and well
plantation the teaching & other faculty
supported a very lot.

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

we have learned the skill of cell phone repairs and services like (which includes) checking of hardware and softwares. we have to repair the cell phone in clear cut total mobile dismantle and the skills are also used in our daily life because now a days situation of any mobile phone crashed because of any mobile phone problem, I can repair through the skills learned. In the early we were practicing the problems like how to check and solve the problems arisen in the cell phone.

In the end we have experienced the work of cell phone repair & service and I have got self confidence to start a good mobile shop and thanks to RSETI for giving me this golden opportunity to perform internship

Describe the managerial skills you have acquired (in terms of planning, leadership, team work, behaviour, workmanship, productive use of time, weekly improvement in competencies, goal setting, decision making, performance analysis, etc.

In this short term internship training my teaching teacher divided us into some groups and distributed the tools and components we should be with a good planning & will to protect the tools and we have learned good internship qualities and controlled the group members in the institute learned everything with teamwork and ~~go~~ with good behaviour. we learned all work by management of time and through this time management we got more time to improve. After the completion of the training we have set a good goal. In this institute and good decision making skills, better performance to analysis that what to do next.

Describe how you could improve your communication skills (in terms of improvement in oral communication, written communication, conversational abilities, confidence levels while communicating, anxiety management, understanding others, getting understood by others, extempore speech, ability to articulate the key points, closing the conversation, maintaining niceties and protocols, greeting, thanking and appreciating others, etc.,)

we could improve our communication skills. we have learnt about something about the communication skills they are two types one is verbal and another is non-verbal communication skills. these two skills are used or acquired to communicate with good approach. these communication skills are build confidence level which communicating

I will build my self confidence on getting understood by others without misunderstanding.

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

In this institute there are some discussions and meetings held atleast weekly once, where we discuss about the growth and profit and losses and every effected of show room or authorized service centers

In this training we build some equalities like leadership and how to manage time and etc. with management skills.

Learned how to face problems in life with good will in hard situations. manage the procedure as a team member and also to lead the team with management skills.

Describe the technological developments you have observed and relevant to the subject area of training (focus on digital technologies relevant to your job role)

I have trained to the cell phone repairs & services. I will improve my skills in this internship training with the skills I have build my self confidence to future plans. I will stepout with full confidence to reflecting Job and go through with my skills.

I will know my skills and how to improve my skills with my knowledge I can't depend my full life with my. I will build my talent to get a good job for me I will focus about skills with digital relevant to our job role.

PHOTOS & VIDEO LINKS

Page No



EVALUATION

Objectives:

- Explore career alternatives prior to graduation.
- To assess interests and abilities in the field of study.
- To develop communication, interpersonal and other critical skills in the future job.
- To acquire additional skills required for the world of work.
- To acquire employment contacts leading directly to a full-time job following graduation from college.

Assessment Model:

- There shall 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 weightings for External Evaluation shall be:
 - Internship Evaluation 100 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 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 Internship Evaluation shall include the following components and based on Weekly Reports and Outcomes Description
 - a. Description of the Work Environment.
 - b. Real Time Technical Skills acquired.
 - c. Managerial Skills acquired.
 - d. Improvement of Communication Skills.
 - e. Team Dynamics
 - f. Technological Developments recorded.

Student Self Evaluation of the Short-Term Internship

Student Name: B. Siva Narasimha	Registration No: 226030054001
Term of Internship:	From: 27/05/2024 To: 25/06/2024
Date of Evaluation:	
Organization Name & Address:	Canara bank RSETI, Kadapa

Please rate your performance in the following areas:

Rating Scale: Letter grade of CGPA calculation to be provided

1	Oral communication	1	2	3 ✓	4	5
2	Written communication	1	2	3	4 ✓	5
3	Proactiveness	1	2	3	4 ✓	5
4	Interaction ability with community	1	2	3	4 ✓	5
5	Positive Attitude	1	2	3 ✓	4	5
6	Self-confidence	1	2	3 ✓	4	5
7	Ability to learn	1	2	3	4 ✓	5
8	Work Plan and organization	1	2	3	4 ✓	5
9	Professionalism	1	2	3 ✓	4	5
10	Creativity	1	2	3	4 ✓	5
11	Quality of work done	1	2	3	4	5 ✓
12	Time Management	1	2	3	4 ✓	5
13	Understanding the Community	1	2	3	4	5
14	Achievement of Desired Outcomes	1	2	3 ✓	4	5
15	OVERALL PERFORMANCE	1	2	3	4	5

Date:


Signature of the Student

Lecturer in Maths
Government Degree College
Rajampet, Kadapa (DL)

Evaluation by the Supervisor of the Intern Organization

Student Name: <u>B. Siva Narasimha</u>	Registration No: <u>226030054001</u>
Term of Internship:	From: <u>27/05/2024</u> To: <u>25/06/2024</u>
Date of Evaluation:	
Organization Name & Address: <u>Canara Bank RSETI - Kadapa</u>	
Name & Address of the Supervisor 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 ✓
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

Lecturer in Maths
Government Degree College
Rajampet, Kadapa (Dt)
Signature of the Supervisor

Date:

INTERNAL ASSESSMENT STATEMENT

Name Of the Student: B. Siva Narasimha
Programme of Study: Cell phone repair & service
Year of Study: 2022-2025
Group: II BSC (MSCS)
Register No/H.T. No: 226030054001
Name of the College: Government degree College, Rajampet.
University: Yogi Vemana University, Kadapa

Sl.No	Evaluation Criterion	Maximum Marks	Marks Awarded
1.	Activity Log	30	30
2.	Internship Evaluation	40	40
3.	Oral Presentation	30	30
	GRAND TOTAL	100	100

Date:

M. Ramesh
Lecturer in Maths
Signature of the Faculty Guide
Government Degree College
Rajampet, Kadapa (Dt.)



ANDHRA PRADESH STATE COUNCIL OF HIGHER EDUCATION

(A Statutory Body of the Government of Andhra Pradesh)

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