

**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: *S. Ravi Teja*

Name of the College: *Government Degree College*

Registration Number: *206030054008*

Period of Internship: From: *27-05-2024* To: *25-06-2024*

Name & Address of the Intern Organization: *Canara Bank PSETI
Kadapa (D) Andhra Pradesh*

YEAR

2024-25

Yogi Vemana University

KADAPA

An Internship Report on

cell phone repair & services

(Title of the Short term Internship Program)

Submitted in accordance with the requirement for the degree of

Bsc (MCS)

Under the Faculty Guideship of

Dr. N. Jaya Chandra Babu

(Name of the Faculty Guide)

Department of

mathematics GRC Rajampet

(Name of the College)

Submitted by:

S. Pruthi Teja

(Name of the Student)

Reg.No: 206030070008

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, S. Paul Teja a student of Bsc(mcs) (Group)
Program, Reg. No. 2262021002 of the Department of mathematics
College do hereby declare that I have completed the mandatory internship
from 27-05-2024 to 25-06-2024 in CDSEIT (Name of
the intern organization) under the Faculty Guide ship of m. Jaya chandrababu
(Name of the Faculty Guide), Department of
mathematics, Government degree college, Rajampet
(Name of the College)

S. Paul Teja
(Signature and Date)

Official Certification

This is to certify that Swan Bala (Name of the student) Reg. No. 201620054002 has completed his/her Internship in CDDECTI (Name of the Intern Organization) on can phone repair & services (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 Govt. Rajampet (Name of the College).

This is accepted for evaluation.

M. P. Rao
(Signatory and Seal)
Government Degree College
Rajampet, Kadapa (DL)

Endorsements

Faculty Guide M. P. Rao

Head of the Department M. P. Rao

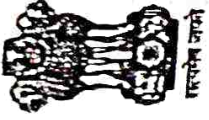
R. Purneshwara
Principal
PRINCIPAL
Govt. Degree College
RAJAMPET - 516 115.
Annamayya Dist.

Certificate from Intern Organization

This is to certify that SANU DAVIS (Name of the intern)
Reg. No 201430051002 of Govt. Degree College (Name of the
College) underwent internship in canon bank, PES (Name of the
Intern Organization) from 27-05-2021 to 25-06-2021

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

M. Dey
Authorized Signatory
Lecturer in Maths
Government Degree College
Rajampet, Kadapa (Dt.)
Seal



MINISTRY OF RURAL DEVELOPMENT
Government of India
National Academy of RUDSETI
SPONSORS: SDME Trust & Canara Bank

C. No. :AY/APxxxxxxA000315039-6-1766-407-09
MIS ID: 16-039-200369-5377459



प्रमाण-पत्र
CERTIFICATE

प्रमाणित किया जाता है कि श्री/सुश्री एमएक्स
This is to certify that (Mr./Ms./Ms.)

सुपुत्र/सुपुत्री/प्रतिपालित
Son/Daughter/Ward of

S RAMUDU

S RAVI TEJA

आधार संख्या
Aadhaar No.:

xxxx-xxxx-5278

नै अहर्ता/जॉब रोल

for job role/qualification

Cell phone Repairs and Service (NARQ40003)

अवधि

राष्ट्रीय कौशल योग्यता संरचना स्तर

of Duration 240

hours National Skills Qualifications Framework Level 4

प्रशिक्षण केन्द्र
Training Centre

CBRSETI - Kadapa

जिला

राज्य

का आकलन सफलतापूर्वक

Andhra Pradesh has successfully cleared the assessment with

61%

%/Score.

प्रतिरत अंक के साथ उत्तीर्ण किया।

जारी करने का स्थान

Place of Issue Bengaluru

जारी करने की तिथि

Date of Issue 24.06.2024



ई-सत्यापन लिंक
e-verification link



Signature

Name: B. Chandra Sekhar
State Controller (A&QA) for RSETI
State: Andhra Pradesh

Disclaimer: This certificate is for Short Term Training of less than a year

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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 camera bank social self employment training institute, kodaikanal during the internship.

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

* some means sa: sharmadhi manjunath education trust.

* Dr. padmabhushan venkatesh Hegde is the president of this organisation (some)

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 AUSEETI which was established in year 1982. in the southern Karnataka (Uj:2:10), AUSEETI means aural self employment training institute.

⇒ AUSEETI was started by Sri Shriamathali Education Trust. syndicate bank and canara bank.

⇒ chairman of this institute is Dr. Sri. padmabhushan vengerdasa Hegde. He is the president of Shriamathali Education Trust.

⇒ In kalyana district, in 2003 was started as SED (syndicate institute of rural development) later it was converted to syndicate in 2009.

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 organization during internship are

- * progress.
- * my most important lessons learnt yesterday.
- * SOP class and.
- * how practical are the activities of internship.

Responsibilities are objectives and budget and facility are responsibilities side of the internship. The working modules include are daily homework, app photo of the daily conditions are there.

weekly work schedules are equipment used and task performed objectives of the separating task me given to our team using from equipment & task performed.

I have learned skills and these business activities communication skills and success.

ACTIVITY LOG FOR THE FIRST WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	visited the ASETIS and introduced myself.	Introduction & registration	
Day - 2	Taken applications after we have biometric attendance and registration record	Joined the ASETIS	
Day - 3	Details about and history of the Institute were thought	About the Institute.	
Day - 4	Introduction to basic electronics & identification of components.	knows about the basic electronic & components	
Day - 5	Team building game time management & problem solving	self confidence dependence syndrome	
Day - 6	keypad LED fault finding, filters micro chips & lessons	Identification & solving of keypad LED faults.	

WEEKLY REPORT

WEEK - 1 (From Dt. 22/5/2021 to Dt. 28/5/2021...)

Objective of the Activity Done:

Working process and about

Detailed Report:

The institutions

In the first week I have visited the self-employment training institute and taken application from the institute. The institute provides basic hostel funds and all facilities. RUDSETS means rural development and self-employment training institute. The institute is situated in Kaverasakka state, south Kanara district area. The cell phone repair and services are taught about the basic electronics and identification of components. And in EDP class played games for building game thought & development self confidence & dependency syndrome. Time management provide solving skills keypad fault finding fitness, microprocessor and microchips etc. were explained and practical.

ACTIVITY LOG FOR THE SECOND WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	debugging problem, camera problem, battery display hanging & network problem	sections of the problems thought hardest.	
Day - 2	Introduction to safety measure while handling hazardous materials / tools	learned about safety measure while handling hazardous tools.	
Day - 3	Introduction to audio section in GSM phones study of mike, speaker & speaker	learned how to check the audio sections	
Day - 4	Introduction to touch screen, keypad fault, finding & handle face technologies	solving thought hardest i.e integrated circuit	
Day - 5	Driver installation finding all types of vehicle lock & sim/card lock	practiced about lock removing	
Day - 6	Improving technique for new models, fault finding & trouble shooting thought circuit	Jumping & trouble shooting market survey.	

WEEKLY REPORT

WEEK - 2 (From Dt. 11/11/2020 to Dt. 17/11/2020)

Objective of the Activity Done:

Solution of various problems

Detailed Report:

Every day start with prayer and the duties and problems will begin. Authorised addy is explained about various fields of self employment.

Entrepreneurship competencies is learned information seeking, problem solving, self confidence etc.

marion cooper invented first mobile in 1922
for weight is 1kg. mobile size can phone repair
for services size taught various problem in
mobile phones and their solution through
handset like charging problem, camera problem
battery problem, display problem, loading for network
problem. and explained about the safety measures
that need to be taken while handling dangerous
material (like while handling learnt about
drive to installation, improving techniques
for new models and troubles handling

ACTIVITY LOG FOR THE THIRD WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	market survey considerations of information and field visit.	understand about the market through field visit.	<i>[Signature]</i>
Day - 2	market survey report writing, presentation, group discussion & analysis.	market survey report writing.	<i>[Signature]</i>
Day - 3	software problem updates installation debugging & flashing through coding.	dealing out type of software problem.	<i>[Signature]</i>
Day - 4	practice of circuit tracing fault diagram procedure.	All electronics working component identification testing & working.	<i>[Signature]</i>
Day - 5	dead, contact services fault through software trouble, sim lock network lock.	formatting & unlocking, virus solution through software.	<i>[Signature]</i>
Day - 6	touch pad, sensor & fix combo display sensor & fix display glass in combos.	practical removed & fixing combo.	<i>[Signature]</i>

WEEKLY REPORT

WEEK - 3 (From Dtd/6/21... to Dtd/12/21...)

Objective of the Activity Done:

market survey is a common practice

Detailed Report:

The third week started with market survey. Market survey is done on machines & equipment/tools, raw materials, competitors, services (past marketplaces etc., market survey is done for what, how, when and how much quantity is going to buy. After the market survey, we write a report on the informations collected.

In the domain class know about the software problems updates installation, debugging, flashing, thought making practical of circuit board, finding fault finding of load contact services, fault thought software, user lock, sim lock, network lock, touch pad removing and fixing, combo replacement and fixing, replacement display glass in mobiles and practical 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 coming phones	about os & user system.	
Day - 2	introduction to personal computer, software feature & coding	flashing and software upgrades of mobile. flashing file download	
Day - 3	software world class unlocked unlocking iPhone os, unlocking and other smart phones.	practice on os software base cracks versions.	
Day - 4	free mobile servicing camp near camosa bank.	field experience of mobile repairing	
Day - 5	customer management, marketing management & cost making game.	systematic planning concern of quality & efficiency.	
Day - 6	certificate distribution.	completed	

WEEKLY REPORT

WEEK - 4 (From DiDikulu to Di25112022...)

Objective of the Activity Done:

From DiDikulu camp, 22000 certificate distribution.

Detailed Report:

In the first week learned about the working system of i phone, blackberry, microsoft and different android phone. introduction to personal computer. software-edited fishing. software used class unlocked. From mobile sources camp was conducted near river bank of muktasagar. in kothaga and through the camp we had field experiment of mobile repairing. in 2nd class learnt about content management, marketing management and best marketing game through which learned about systematic planning & activity concept and on the 3rd day we had theory and practical examination on ERP & cell phone repairs. And certificates were 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 at RSETI, it is the most popular institute, number of people will and joining the environment or institute because the institute will train for free without any other fees. Also it will provide many free facilities like food hostels. It is in a very pleasant and comfortable area. The place where the RSETI is constructed training institute, we can interact with the RSETI staff without any hesitation at anytime and improve our communication skills with each other. Because as we are staying in the institute.

The maintenance of institute was very good. good food, beds and well plantation. The teacher & other faculty support 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 skills of cell phone repairs and services like which includes checking of hardware and software. we have to repair the cell phone in clear cut total. mobiles disassemble and the skills are also used in our daily life because now-a-days, cell phones have become part of our life. In any situation if my mobile phone is crashed because of any problem, I can repair through the skills learned. In the early we were puzzling the problem like how to check and solve the problem asked in the cell phones.

In the end we have experienced the work.

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 lecturer divided us into some group and distributed the tools and components. we have to be with a good planning & we have to protect the tools and we have learned good leadership qualities and controlled the group member in the institute learned every thing with teamwork and with good behaviour. we learned the all work by management of time. And through this time management, we got more time to improve. After team completion of the training, we have set a good goal.

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.

⇒ Verbal communication skills.

⇒ Non verbal communication skills.

These two skills are used to be communicated with good approach. These communication skills are build confidence level while communicating.

I will build my self confidence on getting understood by other 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.

I have learned of the cell phone repair & services - I will improve my skills in this internship training with skills. I have build my self confidence to future skills and plans. I will step out with full confidence to seeking job and go through with my skills.

I will know my skills and how to improve my self skills with my knowledge. I can't depend my full life with my. I will build my

heart to get a good job for me. I will focus about skills with digital relevant to our job role.

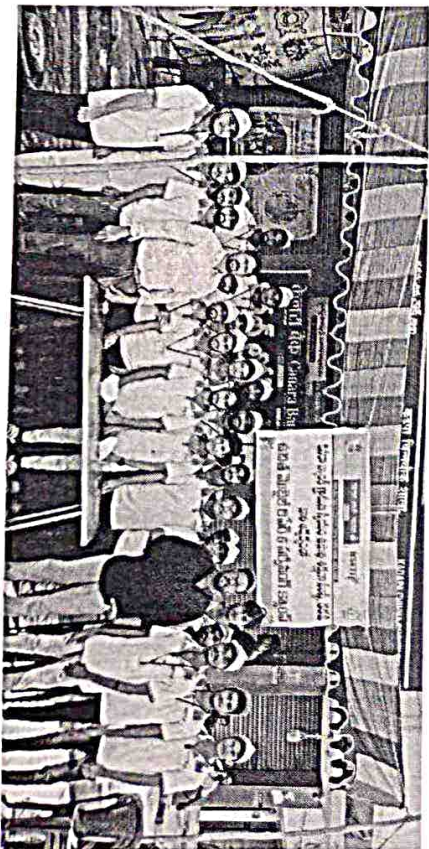
Describe the technological developments you have observed and relevant to the subject area of training (focus on digital technologies relevant to your job role)

I have learned to be confident and capable to services. I will improve my skills in this internship learning with the skills. I have build my self confidence to future skills and plans. I will step out with full confidence to seeking job and go through with my skills.

I will know my skills and how to improved my skills with my knowledge. I can't depend my full life with my I will build my talent to get a good job.

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: S. Paul Raja	Registration No: 21620574008
Term of Internship:	From: 27-03-2024 To: 25-06-2024
Date of Evaluation:	
Organization Name & Address: CreaLink need self employment training institute - kodaikanal	

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

**Evaluation by the Supervisor of the Intern
Organization**

Student Name: S. Ravi Teja	Registration No: 2202200008
Term of Internship:	From: 27-5-2024 To: 25-6-2024
Date of Evaluation:	
Organization Name & Address: canva work psetg - kadege.	
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 ✓

Date:


Signature of the Supervisor
Government Degree College
Rajampet, Kadapa (DL)

INTERNAL ASSESSMENT STATEMENT

Name Of the Student: S. Ravi

Programme of Study: mobile system

Year of Study: 2022-2025

Group: E (a) (b) (c)

Register No/H.T. No: 220205008

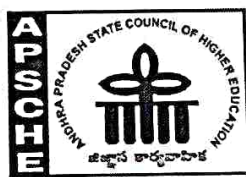
Name of the College: Government Degree College, Rajampet

University: Y.S. Venkateswara 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:

Lecturer in Maths
Government Degree College
Rajampet
Signature of the Faculty Guide



ANDHRA PRADESH STATE COUNCIL OF HIGHER EDUCATION

(A Statutory Body of the Government of Andhra Pradesh)

2nd, 3rd, 4th and 5th floors, Neeladri Towers, Sri Ram Nagar, 6th Battalion Road

Atmakur (V)Mangalagiri (M), Guntur, Andhra Pradesh, Pin - 522 503

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