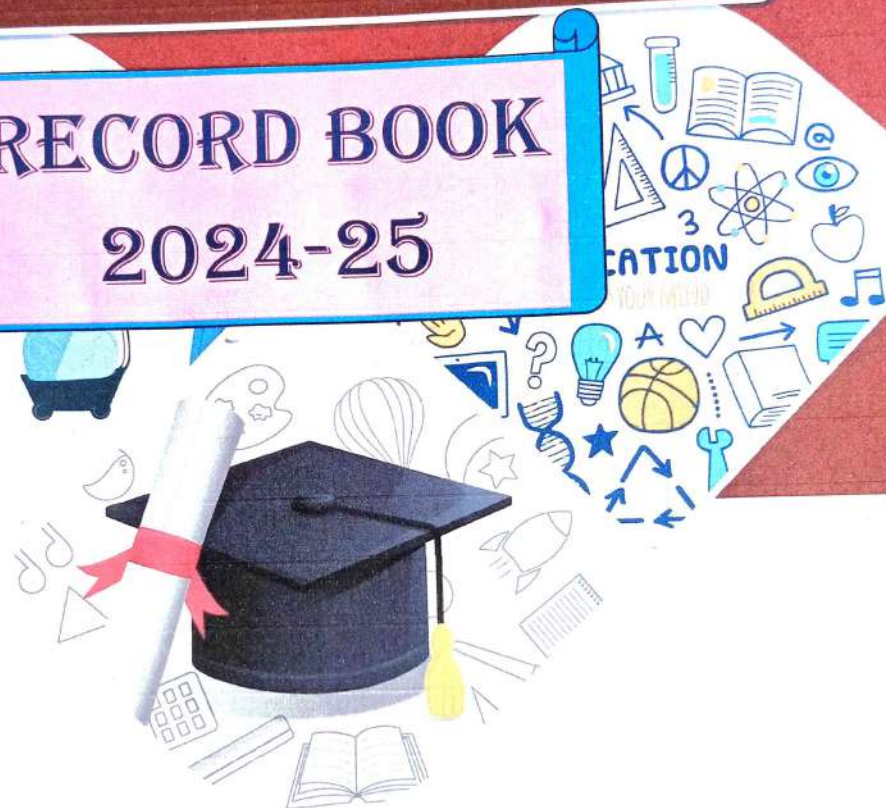


**GOVERNMENT DEGREE COLLEGE
RAJAMPETA**

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: L. pradeep kumar

Name of the College: Govt. degree. College, Rajampeta

Registration Number: 22U030066043

Period of Internship: From: 18-05-2024 To: 29-06-24

Name & Address of the Intern Organization

Hil Dixon

YEAR

2024-25

Yogi Vemana University

KADAPA

An Internship Report on

Dr. Dixon Technologies India Limited

(Title of the Short term Internship Program)

Submitted in accordance with the requirement for the degree of

Under the Faculty Guidship of

Sivaiah

(Name of the Faculty Guide)

Department of

Govt. degree college, Rajampeta

(Name of the College)

Submitted by:

L. Pradeep Kumar

(Name of the Student)

Reg.No: 22U030066043

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.

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



MANPOWER
SUPPLY COMPANY

KIRAN SERVICES

42/347-28, Simhapuri Colony, Chinna Chowk, KADAPA-516002.

Certificate of Industrial Training

This certificate is presented to Mr./ Miss LINGAM PRADEEP KUMAR
Roll No 224030066043 Government Degree College for successful
completion of the Industrial Training on "CC Cameras" at AIL DIXON Technologies (I)
Pvt, Ltd, Kopparthi (V), C.K. Dinne (M), Kadapa Dist. from 18-05-2024
to 29-06-2024 . SUPPLY COMPANY

 **CP PLUS**
THINK SECURITY THINK CP PLUS

Date : 01-07-2024

Place : Kadapa.

For Kiran Services

S. Madhava
Authorised Signatory

OPPO A78

Student's Declaration

I, L. pradeep kumar a student of B.com (CA) (Group)
Program, Reg. No. 22403006603 of the Department of Commerce
College do hereby declare that I have completed the mandatory internship
from 18-05-24 to 29-06-24 in Hil Dixon (Name of
the intern organization) under the Faculty Guide ship of _____

(Name of the Faculty Guide), Department of

Commerce department Govt degree college
(Name of the College)

L. pradeep kumar
(Signature and Date)

Official Certification

This is to certify that L. pradeep kumar (Name of the student) Reg. No. 224030066013 has completed his/her Internship in Ail Dixon (Name of the Intern Organization) on Short term (Title of the Internship) under my supervision as a part of partial fulfillment of the requirement for the Degree of B.Com. [CA] in the Department of G.D.C Rajampet (Name of the College).

This is accepted for evaluation.

(Signatory with Date and Seal)

Endorsements

Faculty Guide Udean

K. K. K.
Head of the Department

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

Page No

Certificate from Intern Organization

This is to certify that L. pradeep kumar (Name of the intern)
Reg. No. 221030066013 of G. V. C. Rajampeta (Name of the
College) underwent internship in Ail Dixon (Name of the
Intern Organization) from 18-05-24 to 29-06-24

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

Authorized Signatory with Date and Seal

Contents

1. Executive Summary
2. Overview of the organization
3. Internship log and weekly Report
4. Internship part
5. Out comes description

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.

All Dixon Technologies head Quatered in
All Dixon is a leading electronics manufacturing
Services provider focused on during high quality
Cost effective solutions for consumer electronics
and appliances for the by a domestic and inte
national markets with fiscal 2005 year.

Revenue of 501150 Millions Dixon
provider the customer with class Electronics produ
through a network of manufacturing facilities
spread cross Original work.

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.

Introducing Ail Dixon Technologies preferred and trusted partner of global consumer brands Ail Dixon Technologies Ltd is one of the leading and developing best in class products for our customer world wide along with a key our customer capabilities to healthy relationship in both global servicing.

B. visionss :-

To be most preferred and Trusted solution partner to brand operating.

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.

Activities / Responsibilities

At Dixon Technologies limited has value of a system of given back to society and improving life of the people to and the surroundings on kiral montal.

- * Your company Delus Incorporative Eccalances and to a social welfare.
- * The Composition of CSR commiten
- * During the financial year company to considry the pendomic, covid-19 focussed or bya promotion and derclment of health care, system
- * Be side its contribution in the area of the Chit to a education.

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Training	I learn how to work in Air dixon company	✓
Day - 2	Training	I learn about to dixon company rules and results	✓
Day - 3	Training	SS	✓
Day - 4	Training	punctuality S T	✓
Day - 5	Training	ESD slipper and apron	✓
Day - 6	Training	About company details.	✓

Objective of the Activity Done:

Detailed Report:

In the first week Ail Dixon Company rules and regulations to the daily 5A and following the punctuality and ESD safety guide and after on Hygiene following and how to Start the Company and

Company details and how to follow Suddenly fire may following

All this first week training Activity log process.

ACTIVITY LOG FOR THE SECOND WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Visual	Visual checking the gift box	✓
Day - 2	Visual	Checking the gift damaged scratches	✓
Day - 3	Visual	after properly check in device	✓
Day - 4	Visual	Take the scan and scan the QR code	✓
Day - 5	Visual	learn about how to scanning Q.R. code	✓
Day - 6	Visual	Totally learn about scanning devices	✓

WEEKLY REPORT

WEEK - 2 (From Dt. 1-5-24 to Dt. 1-6-24...)

Objective of the Activity Done:

Detailed Report:

In the second week I'm learn about to visual inspection and visual cleaning and colour mixest and colour.

Adding and without GB levels printing and QR code available or not checking and camera checking This eye out process cleaning.

ACTIVITY LOG FOR THE THIRD WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	packing in hero line	How to check in the gift box and Q.R. card	W
Day - 2	packing in hero line	How to check in the worthy cards	V
Day - 3	packing in hero line	How to check in the gift box and Q.R. cards	W
Day - 4	packing in hero line	How to check in the gift box Q.R. cards	W
Day - 5	packing in hero line	How to check in the gift box & Q.R. cards	W
Day - 6	packing in hero line	How to check in the gift box & Q.R. cards	W

Objective of the Activity Done:

Detailed Report:

This third week I.M learned about the hero line how to check the gift boxes and @ 2 cards in the visual inspection It's worked or not after pass. The test stage and the next day I am learning next day.

loga testing if the any line It is some pass or fail this field mean its pass means . I am marks on the next stage.

ACTIVITY LOG FOR THE FORTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	visual cleaning	I learned about how to fix part cleaning camera	N
Day - 2	visual cleaning	How to clean in camera & damages	N
Day - 3	visual cleaning	How to clean in camera and damages	N
Day - 4	visual cleaning	How to clean in camera & damages	N
Day - 5	visual cleaning	How to clean in camera & damages	N
Day - 6	visual cleaning	How to clean in camera & damages	N

WEEKLY REPORT

WEEK - 4 (From Dt. 21.11.2020 to Dt. 27.11.2020)

Objective of the Activity Done:

Detailed Report:

In the fourth week I am
learned Clean in Camera how to
clean and damages in Camera
Screwing of the Hero line
and how to clean in the Camera
in detailed report of the
fourth week.

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.)

Ail Dixon Technological Developments

Companies houses in an Executive is agency of they a department for business innovation and dis loves and Skills our main functions are to incorporate and store company Information derivical under the companies and related logestation and make this information available to the publics.

On the developer from you can also discuss the API and help and provide feed back

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

Management Discussions and analysis

Group Discussions :-

The E.M.S industry has grown in probiness over the last dmbe.

prothealry in the cost is primary to the hege last five years the driven by huge domestic demand for products that can be attributed to catilate of factors. Including growing rising.

These incentive schemes will boost investment in the entire make chain of the Indian elections to a industry design availability

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).

At Air Dixon we continue to build an Endowed to dislesses motrated and committed term such as they serve as they bed rock to our growth and statey we provide them a with serral oppurtunities to improve their skills and creating a in spiring work Environment that Enbasia both a protession also and personal development.

we provide end-to end solutions when have a demestion and global costnurs. In base moulding to a facility full clean. Room Technology to a facility focu high speed to a smart line.

Home applionus with a completed oom Model we have in house facilities for developing washing Machines.

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.,)

Ail dixon Technologies play role in administrations management HR . Mp7 and IR are some of the popular

Skills required to work as a manager at Ail Dixon Technologies.

products list:-

company manufactures lastambels goods such as home smart phone , televisions, Electronics light, surveillance system.

productive use of the time:-

Ail dixon is good and the shift things also good food is good in interviews . process also Everything in fine there the time.

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

The E.M.S Industry has grown in premises. over the last decade positively in the last five are the growth of agency industry it's primarily driven by huge domestic demand products.

In the five support to companies there are changed in silicon semi conduction there company semi conductor. packaging semi conductor design.

Three incentive Scheme will boost Investment in the entire value designing availability of the industry include designing a value of enable India.

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

Ail Dixon Technologies :-

Companies house is an exchange in a agency of the department for business innovation and skill and motivation function are to it corporate and dedicated limited companies.

These company house applies; it rather companies. That fully within company act the of well understand.

Ail Dixon Technologies limited it a great approach work easily of to any are work in to company

PHOTOS & DEO LINKS

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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.

Page No

Student Name: L. pradeep kumar	Registration No: 22U030066043
Term of Internship: short From: 18-05-24	To: 25-06-24
Date of Evaluation:	
Organization Name & Address: Ail dixon 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:

L. pradeep kumar
Signature of the Student

Organization

Student Name: L. pradeep kumar

Registration No: 22U030066003

Term of Internship: short From: 18-05-2021

To: 29-06-2021

Date of Evaluation:

Organization Name & Address: Ail dixon ikadapa.

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

INTERNAL ASSESSMENT STATEMENT

Name Of the Student: L. pradeep kumar

Programme of Study: B.com [CA]

Year of Study:

Group:

Register No/H.T. No: 2240 300660043

Name of the College: Govt. degree college, Rajampeta

University: Yogi Vemana

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

Date:


Signature of the Faculty Guide



ANDHRA PRADESH STATE COUNCIL OF HIGHER EDUCATION

(A Statutory Body of the Government of Andhra Pradesh)

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