

**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: C. Rohith

Name of the College: Govt. degree . college . Rajampet

Registration Number: 224030066041

Period of Internship ~~Short term~~ From: 18-05-2024 To: 29-06-2024

Name & Address of the Intern Organization AIL DIXON

YEAR

2024-25

Yogi Vemana University

KADAPA

An Internship Report on

Ail dixon Technologies India Ltd

(Title of the Short term Internship Program)

Submitted in accordance with the requirement for the degree of

Under the Faculty Guideship of

M. Sivalah

(Name of the Faculty Guide)

Department of

Govt. degree. College, Rajampeta

(Name of the College)

Submitted by:

L. Rohith

(Name of the Student)

Reg.No: 224030066041

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.

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Student's Declaration

I, L. Rohith a student of B.com (CA) (Group)
Program, Reg. No. 22403006101 of the Department of Commerce
College do hereby declare that I have completed the mandatory internship
from 18-05-2024 to 29-06-2024 in All Dixon (Name of
the intern organization) under the Faculty Guide ship of M. Sivach
(Name of the Faculty Guide), Department of
Department of Commerce" Gait degree college
(Name of the College)

L. Rohith
(Signature and Date)

Official Certification

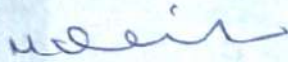
This is to certify that L. Rohith (Name of the student) Reg. No. 224030066041 has completed his/her Internship in Ail Dixon (Name of the Intern Organization) on Short term (Title of the Internship) under my supervision as a part of partial fulfillment of the requirement for the Degree of B.Com (Commerce) in the Department of G.D.C Rajampeta (Name of the College).

This is accepted for evaluation.

(Signatory with Date and Seal)

Endorsements

Faculty Guide



Head of the Department



Principal



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

Page No



KIRAN SERVICES

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

Certificate of Industrial Training

This certificate is presented to Mr./ Miss LALI ROHITH

Roll No 224030066041

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.

MANPOWER
SUPPLY COMPANY



Date : 01-07-2024

Place : Kadapa.

For Kiran Services

Authorised Signatory

Certificate from Intern Organization

This is to certify that L. Rohith (Name of the intern)
Reg. No 224030066041 of G.O.C Rajampeta (Name of the
College) underwent internship in Ail dixon Technologies (Name of the
Intern Organization) from 18-05-2024 to 29-06-2024

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 organisation
3. Internship log & 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.

Ail Dixon technologies. Head quartered in Ail Dixon is a leading electronics manufacturing services Provider focused on doing high quality. cost effective solutions for consumer electronics and appliances for the by a domestic and international markets with fiscal 2005 year.

Revenue of 500/550 millions Dixon provides the customers with class electronics products through a network of manufacturing facilities spread across original work

Ail Dixon technologies that manufactures the electronic devices as like cc cameras, washing machines, mobile phones etc.

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 performed and trusted Partner of global consumer brands Partner of Ail dixon technologies to a limited is one of the leading a and developing but in class products for our customer world wide along with a our key customer capabilities to healthy relationships in both global servicing

B. visions :-

To be most preferred and trusted solutions
Preferred 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 :-

Ail diaon technologies limited has value of a System of given back to society and improving of given back to society and improving life of the people to and the surroundings environmental

* Your company believes in-corporative Excellence and to a social welfare

* The composition of CSR Committee

* During the financial year company to consider the Pandemic Covid-19 focussed or by a Promotion and development of health care system

* Build its contribution in the area of the chief to the education

ACTIVITY LOG FOR THE FIRST WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Training	I learned how to work in a Dixon Company	✓
Day - 2	Training	Learned about the company Roles	✓
Day - 3	Training	5s	✓
Day - 4	Training	Punctuality & T	✓
Day - 5	Training	ESD slippers & Apron	✓
Day - 6	Training	About the company details	✓

WEEKLY REPORT

WEEK - 1 (From Dt 19-05-24 to Dt 25-05-24)

Objective of the Activity Done:

Detailed Report:

On the starting week in A.P. Dixon Technologies Pvt Ltd Rules and Regulations of the Company As like as 5A's, Daily following the punctuality and follows the guide, ESD Safety and Apron Hygienic following and how to start our given stage work.

Company details and how to protect us from the suddenly fire at the Company.

We are learned in the starting week that how to communicate with line leaders and line members and how to respect them.

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	Functional Testing	Firstly taking the board from the conveyor	✓
Day - 2	Functional Testing	Then checking Any errors & scratches in board	✓
Day - 3	Functional Testing	Then fit the Power and Lan cables	✓
Day - 4	Functional Testing	Then the system take some duration	✓
Day - 5	Functional Testing	If it is "ok", then ok label place on the board	✓
Day - 6	Functional Testing	Finally, if success, we can move it to the next stage	✓

WEEKLY REPORT

WEEK - 2 (From Dt. 21-06-24 to Dt. 27-06-24)

Objective of the Activity Done:

Detailed Report:

In the second week, I am learned about the functional testing in our line.

The functional test was we have to check the board properly.

How to check the Board:-

Firstly we have to take the board smoothly from the conveyor. Then checking the errors and scratches in the board. After plug in the LAN and power cables. After that the system takes some time to test the board. If it is "OK" the system that shows the green light. If the Board is "NG" the board is something error. If it is "OK" we can move it to the next stage. If in case it is "not OK" it is given to the front stage members.

*Page No

ACTIVITY LOG FOR THE THIRD WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Screwing	Firstly take the heatsink from the box	✓
Day - 2	Screwing	Then check it properly	✓
Day - 3	Screwing	After that we have to ready the 3 pin with glue	✓
Day - 4	Screwing	Then put it the heat sink correctly	✓
Day - 5	Screwing	After that take the screw and fix it	✓
Day - 6	Screwing	Finally the Heat sink will Be ready	✓

WEEKLY REPORT

WEEK - 3 (From Dt. 03-06-24 to Dt. 08-06-24)

Objective of the Activity Done:

Detailed Report:

In the week-3, I am learned about the screwing in M1-line 01 and How to fix the screw glue properly.

About screwing:-

Screwing is nothing about the heat sink and screw. Firstly we have to take the empty heat sink then check it properly. After that we have to take the the Bended 3 pin and the back of the pin put some glue lightly.

Then put it on the heat sink properly. After that take a screw from the tray. And fix it with Gun properly.

ACTIVITY LOG FOR THE FORTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Testing	Firstly we have to take mother Board	✓
Day - 2	Testing	Then check it properly	✓
Day - 3	Testing	Next we have to put the Power pin & Lan cable	✓
Day - 4	Testing	If the machine shows the S1, S2, S3 values is correct	✓
Day - 5	Testing	otherwise low or high it is not ok	✓
Day - 6	Testing	If it is ok then put it on the conveyor	✓

WEEKLY REPORT

WEEK - 4 (From Dt. 10-6-20 to Dt. 15-6-20)

Objective of the Activity Done:

Detailed Report: In the final week, I am learned about the testing in Mi-Line at the output stage testing.

How to do Testing:-

Firstly we have to take the mother board from the conveyor. Then check it properly. Any errors (or) scratches in the board. After that plug the power pin and Lan cable in the mentioned areas. If it shows the 51, 52, 53. The Board is "OK".

If it comes short, Blast, low or high beep values, it is "not OK".

Then give the board to the Visual Input members.

After that we have to check as usual.

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.)

AGL DIXON TECHNOLOGIES DEVELOPMENTS

Companies warehouses in an Executive agency of the department for business innovation and skills our main functions are to incorporate and dissolves limited companies examine and store company information derives under the companies and rates logestation and make this information available to the Publics

In the developer from you can also discover the Api find help and provided 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 discussion

The E.M.S Industry has grown in probiness over the last dmde

Particularly in the cast is primantany to the last five years the driven by the huge domestic demand for products that can be attributed and countable of factors including growing rising

These incentive schemes will boost investment in the entble make chain of the Indian electronics to a industry include 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 aicon technologies pvt ltd we continue to build an empowered to diverse motivated and committed team such as they serve as the bed rock to our growth and safety we provide them a with several opportunities to improve their skills and creating an inspiring work environment that embrace both a professional and personal development

* we provide end to end solutions when have a demonstration and global customers in base moulding to a facility full clean room technology for high speed to a smartline

Home appliances with a completed rpm model we have in house facilities for developing the 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 diocon technologies play role in administrations management HR, cp & and IR are some of the Popular

skills required to work as a manager at

Ail diocon Technologies

Products Lists

Company manufactures/assembles the goods such as Smart phone, Televisions, cc TV, Electronic light, washing machines etc.

Productive use of the time

Ail diocon technologies is Good and the shift timings also good, food provided by the company is Better, Interview process is good, management of the company is good, Everything is fine at ail diocon

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

The Ems industry has grown in prims over the last
dead particularly in the fire are the grown of agency
industry it's primarily to driven by huge domestic
demand products

In the five support to the companies there
are engaged in silicon semi conduction there company
semi conducter packing & semi conductor design

Three insentive schemes will boost investment
in the entire value designing avilability 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 have 4 an executive 4 agency of the department for business innovation and skills and motivation function are to it corporate and dated limited companies

These Company have Apiltes it rethens companies that faculty with in company act of will understood

AIL dixon technologies .ltd if 4 grab approach to work easily of to any are work in to the company

EVALUATION

Objectives

1. To provide a systematic approach to evaluation.
2. To ensure that the evaluation is fair and objective.
3. To ensure that the evaluation is based on the evidence.
4. To ensure that the evaluation is based on the evidence.
5. To ensure that the evaluation is based on the evidence.

General Instruction

1. The student should be able to identify the objectives of the evaluation.
2. The student should be able to identify the objectives of the evaluation.
3. The student should be able to identify the objectives of the evaluation.

PHOTOS & VIDEO LINKS

1. The student should be able to identify the objectives of the evaluation.
2. The student should be able to identify the objectives of the evaluation.
3. The student should be able to identify the objectives of the evaluation.

4. The student should be able to identify the objectives of the evaluation.
5. The student should be able to identify the objectives of the evaluation.
6. The student should be able to identify the objectives of the evaluation.
7. The student should be able to identify the objectives of the evaluation.
8. The student should be able to identify the objectives of the evaluation.

The final report should include the following components and be based on Weekly Reports and Classroom Observations.

1. Description of the Work Environment.
2. Key Tasks/Technical Skills Required.
3. Managerial Skills Required.
4. Improvement of the work environment.
5. Task Objectives.
6. Technical/Professional Competencies.

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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.

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**Student Self Evaluation of the Short-Term
Internship**

Student Name: L. Rohith	Registration No: 224030066041
Term of Internship: Short term From: 19-05-2024 To: 29-06-2024	
Date of Evaluation:	
Organization Name & Address: Ail dixon Technologies pvt Ltd Koppurthy, Kadapa dist	

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

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

Student Name: <u>L. Rohith</u>	Registration No: <u>224030066041</u>
Term of Internship Short term From: <u>18-05-2024</u> To: <u>29-06-2024</u>	
Date of Evaluation:	
Organization Name & Address: <u>Ail Dixon Technologies Pvt Ltd, Koppaerthy</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

Date:


Signature of the Supervisor

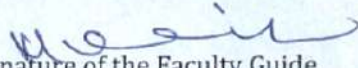
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INTERNAL ASSESSMENT STATEMENT

Name Of the Student: L. Rohith
Programme of Study: Short term
Year of Study: 2024
Group: Bcom (CA)
Register No/H.T. No: 224030066041
Name of the College: Gout degree college Rajampeta
University: Yogi Vemana University (YVU)

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)

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

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

www.apsche.ap.gov.in