

GOVERNMENT DEGREE COLLEGE
RAJAMPETA

SHORT TERM INTERNSHIP

RECORD BOOK
2024-25

Designed & Developed by



PROGRAM BOOK FOR
SHORT TERM INTERNSHIP

Name of the Student: K. Anil Kumar

Name of the College: Govt. Degree college. Rajampeta

Registration Number: 22U030066039

Period of Internship: From: 18-5-24 To: 29-6-24

Name & Address of the Intern Organization

Ail Dilon

YEAR

2024-25

Yogi Vemana University

KADAPA

An Internship Report on

Ail Dixon Technologies India Limited

(Title of the Short term Internship Program)

Submitted in accordance with the requirement for the degree of

Under the Faculty Guideship of

Sivaiah

(Name of the Faculty Guide)

Department of

Govt. Degree College, Rajampeta

(Name of the College)

Submitted by:

K. Anil Kumar

(Name of the Student)

Reg.No: 22U030066039

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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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 KUNCHAPU ANIL KUMAR
Roll No 224030066039 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.

CP PLUS
THINK SECURITY THINK CP PLUS

Date : 01-07-2024

Place : Kadapa.

For Kiran Services

Authorizing Signatory

Student's Declaration

I, K. Anil Kumar a student of B.Com (C.A) Group
Program, Reg. No. 224030066039 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 Ail 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)

K. Anil Kumar
(Signature and Date)

Official Certification

This is to certify that K. Anil Kumar (Name of the student) Reg. No. 220030066027 has completed his/her Internship in Ail Dixon (Name of the Intern Organization) on Short term internship (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

M. S. S. S.

Head of the Department

K. S. S. S.

Principal

B. P. S. S. S.

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

Certificate from Intern Organization

This is to certify that K. Anil Kumar (Name of the intern)
Reg. No 22U030066039 of G.O.C Rajampeta (Name of the
College) underwent internship in Ati 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. Over view of the organization.
3. InterShip log and weekly Report.
4. InterShip 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 started in AIL
Dixon is a leading Electronics manufacturing
services provider focused on driving high quality
cost effective solutions for consumer electronics
and appliances for the B2C domestic and
inter-national markets with Fiscal 2005 year.

Revenue of US\$ 150 millions Dixon provides
the customer with class electronics products
through a network of manufacturing facilities
spread across original works.

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 technologic portered and trusted Partner of global consumer brands Ail Dixon Technologies to alimited is one of the leading a and developing best in class products for our customer world wide a event with a our key our customer. capabilities to healthy relation-ship in both global servicing.

B. Vision

To be most preferred and trusted solution Partner to brand operations.

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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 dixon technologies limited

has value of a system of given back to society and improving life of the people to and the surroundings. on a global mental.

- * Your company derives in cooperative excellence and to a social welfare.
- * The composition of CSR committee.
- * During the Financial year company to consider the Pandemic covid-19 focusses or by a promotion and development of health care system.
- * Beside its contribution in the area of the CSR to a education.

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ACTIVITY LOG FOR THE FIRST WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Training	I learn how to work in A/dixon company	h
Day - 2	Training	I learn about to dixon company rules and results	h
Day - 3	Training	<u>55</u>	h
Day - 4	Training	punctuality	h
Day - 5	Training	ESD slipper and a Fran	h
Day - 6	Training	About company details	h

WEEKLY REPORT

WEEK - 1 (From Dt ~~20-5-24~~ to Dt ~~25-5-24~~)

Objective of the Activity Done:

Detailed Report:

In the first week AIL Dixon company rules and Regulations to the daily 5A and following the Punch valley and ESD safety guides and after on Higgins following and how to start the company and company details and how to follow suddenly fire map following.

All this first week training Activity log process.

& Date	Brief description of the daily activity	Learning Outcome	Charge Signature
Day - 1	visual	visual checking the gift box	✓
Day - 2	visual	checking the gift Damages	✓
Day - 3	visual	after properly check in diviss	✓
Day - 4	visual	Take the scan and scan the Q.R code	✓
Day - 5	visual	learn about how to scanning Q.R code	✓
Day - 6	visual	to learn about scanning devices.	✓

Objective of the Activity Done:

Detailed Report:

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

Adding and without GB

levels Printing and QR code

available or not checking

and camera checking this

are 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. scan	✓
Day - 2	Packing in hero line	How to check in the warranty cards	✓
Day - 3	Packing in IP line	How to check in the gift box and Q.R. rewards	✓
Day - 4	Packing hero line	How to check in gift box Q.R. Cards	✓
Day - 5	Packing hero line	How to check in gift box Q.R. cards	✓
Day - 6	Packing hero line	How to check in gift box Q.R. cards	✓

WEEKLY REPORT

WEEK - 3 (From Dt. 3-6-24 to Dt. 8-6-24)

Objective of the Activity Done:

Detailed Report:

This Third week I am learned about the how line how to check the gift boxes and Q.R. cards in the visual inspection it's worked or not after Pass.

The test stage and the next day I am learning the next day.

Learn testing if the any line it is some Pass or Fail this Filed 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	✓
Day - 2	Visual cleaning	How to clean in camera Damages	✓
Day - 3	Visual cleaning	How to clean in camera and damages	✓
Day - 4	Visual cleaning	How to clean in camera and damages	✓
Day - 5	Visual cleaning	How to clean in camera and damages	✓
Day - 6	Visual cleaning	How to clean in camera and damages	✓

WEEKLY REPORT

WEEK - 4 (From Dt. 9-6-24 to Dt. 14-6-24)

Objective of the Activity Done:

Detailed Report:

In the fourth week I am
learned. clean in camera how
to clean and damages in
camera.

scrubbing 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.)

All Dixon Technological Developments

companies houses in an executive is
a. Agency of that a department four business
innovation and diss loves and skills over main
Functions are to in corporate and store
company in formation derivation under the
companies and related location and
make this information available to the public

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 discussions:-

The E.M.S Industry has grown in Probusiness over the last decade.

Protrusion in the cost is Primortant to the here last five years the driven by huge domestic demand for products that can be attributed to contribute of factors, including growing rising.

These incentive schemes will boost investment in the entire make chain of the indian electronics to a industry include designing availability.

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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 Ail Dixon we continue to build an
allowed to dislodge motivated and committed
term such as they serve as they had rock
to our growth and strategy we provide them a
with several opportunities to improve their
skills and creating a inspiring work environ-
ment that emphasises both a Profession also
and Personal development

We provide end-to-end solutions when
have a domestic and global customers. In case
moulding to a Facility full clean. Room techn-
ology four high speed to a smart line.

Home appliances with a complete
ODM model we have in house facilities
For developing washing machines.

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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.,)

All dixon technologies play role in administrative management A.R. MPT. and IR are some of the popular.

skills required to work as a manager at All Dixon Technologies.

Products list:-

company manufactures / assembles goods such as a home smart phone + television electronics light surveillance system.

Productive use of the time:-

All Dixon is good and the shift things also good Food is good in inter views. Process also every thing in fine thro 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 EMS industry has grown in France over the last decade particularly in the USA. Five are the growth of agencies including its primary driven by two domestic demand products

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

Three incentive schemes with boost investment in the entire value designing availability of the industry include designing a value of enable india.

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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 exchange in is.
a group of the department for business
innovation and skill and motivation function
are to it corporate and started limited companies.

These company have APIs. it rather
companies that fall within company act the
of well understand.

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

PHOTOS & VIDEO 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.

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

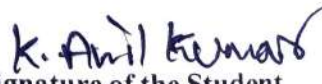
Student Name: K. Anil Kumar.	Registration No: 22u030066039
Term of Internship: Short	From: 18-5-24 To: 29-6-24
Date of Evaluation:	
Organization Name & Address: Ail Dixon Kadapa.	

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:


 Signature of the Student

Organization

Student Name: K. Anil Kumar	Registration No: 22U030066039
Term of Internship: short	From: 18-5-24
To: 29-6-24	
Date of Evaluation:	
Organization Name & Address: Ail dixon, kadapa	
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
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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

ate:


 Signature of the Supervisor

INTERNAL ASSESSMENT STATEMENT

Name Of the Student: K Anil Kumar

Programme of Study: B. Com [C.A]

Year of Study:

Group:

Register No/H.T. No: 224030066039

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

www.apsche.ap.gov.in