

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:

O. Vyshnavi

Name of the College:

Govt. degree college Rajampet

Registration Number:

224030066056

Period of Internship:

From:

To:

Name & Address of the Intern Organization

Aii dixon

YEAR

2024-25

Yogi Vemana University

KADAPA

An Internship Report on

Ail dixon Technologies India limited.

(Title of the Short ters Internship Program)

Submitted in accordance with the requirement for the degree of

Under the Faculty Guideship of

S. Subba Nara Lakshmi

(Name of the Faculty Guide)

Department of

Govt. degree college Rajampet

(Name of the College)

Submitted by:

O. Vyshnavi

(Name of the Student)

Reg.No: 224030066056

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, O. Vyshnavi a student of B.com (CA) (Group)
Program, Reg. No. 22403006656 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 Navasimha.
(Name of the Faculty Guide), Department of
Commerce department Govt degree college.
(Name of the College)

(Signature and Date)

Official Certification

This is to certify that O. Vyshnavi (Name of the student) Reg. No. 224030066056 has completed his/her Internship in Ail Dixon Technologies (Name of the Intern Organization) on _____ (Title of the Internship) under my supervision as a part of partial fulfillment of the requirement for the Degree of B.Com (Commer) 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

[Signature] 02/07/2020

Head of the Department

[Signature]

Principal

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

Certificate from Intern Organization

This is to certify that O. Vyshnavi (Name of the intern)
Reg. No 224030066056 of G.D.C Rajampeta (Name of the
College) underwent internship in Ail dixon Technology (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

SRI VEERANJANEYA MANPOWER SERVICE

2/42, Peddaputta (P&V), Valluru (M), KADAPA-516293.

Certificate of Industrial Training

This certificate is presented to Mr./ Miss

OBILI VYSHNAVI

Roll No 224030066056

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 Sri Veeranjaneya Services



Authorized Signatory

Contents

1. Executive summary
2. overview of the organisation.
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.

Ail dixon technologies, head quartered 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 by a domestic and international markets with fiscal 2005 year.

Revenues of 450/150 millions Dixon Provider the customer with class electronics Products thought a network of manufacturing facilities spread across 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 technologic preferred and trusted Partner of global consumer brand -ds Ail dixon technologies to a limited is one of the leading a and developing best in class Products for our customer world wide a along with a our key our customer capabilities to healthy relationships in both global servicing

B. Visionss :-

To be most Preferred & trusted Solutions Partner to brand Operations.


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 dixon technologies limited has value of a system of given back to society and improving life of the people to and the surroundings environmental.
- * your company believes incorporative Excalance -ss and to a social welfare.
 - * The composition of CSR committee.
 - * During the financial year company to considering the Pandemic Covid-19 focussed on by a Promotion and development of healthcare system.
 - * Build its contribution in the area of the child to a 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 learn how to work in a dixon company	
Day - 2	Training	learn about to dixon company rules visuals	
Day - 3	Training	5s	
Day - 4	Training	Punctuality Z T	
Day - 5	Training	ESD Slippy and afran.	
Day - 6	Training	About company details	

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 All given company rules & Regulation to the daily SA, and following the Punctuality and ESD, safety guide and after this follow wing 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.

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 Damage/scratches.	
Day - 3	Visual	after properly check in devices	
Day - 4	Visual	Take the scanner and scan the QR code.	
Day - 5	Visual	learn about how to scan QR code.	
Day - 6	Visual	totally learn about scanning devices.	

WEEKLY REPORT


WEEK - 2 (From Dt. 27-5-24 to Dt. 1-6-24.)

Objective of the Activity Done:

Detailed Report:

In the second week I'm
learn about How to visual
inspeltion and visual cleaning
and colour mixtest and colour
Adding and without GIB
lives Printing and QR code
avaible or not checking and
~~hologram~~ camera checking This
arc old Process clening.

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 QR cards.	
Day - 2	Packing in hero line	How to check in the warranty cards.	
Day - 3	Packing in hero line	How to check in the gift box and QR cards.	
Day - 4	Packing in hero line	How to check in gift boxes & QR cards	
Day - 5	Packing in hero line	How to check in gift boxes & QR cards	
Day - 6	Packing in hero line	How to check in gift box & QR 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'm learned about the Hiva line How to check the gift boxes & QR cards in the visual inspection It's worked or not after pass the test stage and the next day I am leaving the next day

Logo testing if the any line it is some pass or fail this failed means its pass means I am marks on the next stage this is the process of logo testing in the activity log four the third week.

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 clean in camera.	
Day - 2	Visual cleaning	How to Clean in camera & damages.	
Day - 3	Visual cleaning	How to Clean in camera & damages.	
Day - 4	Visual cleaning	How to Clean in camera & damages.	
Day - 5	Visual cleaning	How to Clean in camera & damages.	
Day - 6	Visual cleaning	How to Clean in camera & damages.	

WEEKLY REPORT

WEEK - 4 (From Dt. 10-6-24 to Dt. 15-6-24.)

Objective of the Activity Done:

Detailed Report:

In the fourth week I am learned
clean in camera ~~to~~ how to
clean & damage in camera.

Screwing of the Hero line
and how to clean in the
camera in the 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 is an executive is agency of They a department four business innovation and skills our main functions are to incorporate and dissolve limited companies examine and store company information delivered under the Companies and related legislation and make this information available to the public.

In the developer from you can also discuss the API find help and provide feedback.

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 Probinenss over the last dmd.

Partiealavy in the cast is Primartany to the luge last five years the driven by huge domstic demand for Products. that can be attributed to coultlabe of factors including growing rising.

These incentive schems will boost investmint in the entire make chain of the Indian electronics to a industry include desgng avaiability

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 dil dixon. we continue to build an empowered to discuss motivated and committed team such as they serve as the bed rock to our growth and status we provide them a with several opportunities to improve their skills and creating a inspiring work environment that encompasses both a Professionals 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 four high speed to a smartline.

Home appliances with a completed cdm 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.,)

All dixon technologies play role in administrative management HR, MPI 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, ~~for~~ televisions electronics light. Surveillance system.

Productive use of the time

All dixon is good and the shift things also good, food is good in interviews Process also is very good management is good and 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 EMS industry has grown impressively over the last decade particularly in the last five years the growth of agency industry is primarily driven by huge domestic demand for products.

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

Three incentive schemes 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)

All Dixon Technologies.

Companies house is an executive agency of the department for business innovation and skills and motivation function are to it corporate and quoted limited companies. These company house applies it to their companies that fully with in company act the of will understood.

All Dixon technologies limited if a grab approach to work easily of to any are work in to the company.

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: O. Vyshnavi

Registration No: 22U030066056

Term of Internship: short From:

To :

Date of Evaluation:

Organization Name & Address: All 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:

O. Vyshnavi

Signature of the Student

*Evaluation by the Supervisor of the Intern
Organization*

Student Name: O. Vyshnavi	Registration No: 224030066056
Term of Internship: Short From:	To :
Date of Evaluation:	
Organization Name & Address: All 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
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: O. Vyshnavi

Programme of Study: B. Com (CA)

Year of Study:

Group:

Register No/H.T. No: 224030066056

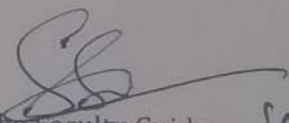
Name of the College: Govt. degree College Rajampeta.

University: Yogi Vemana

Sl.No	Evaluation Criterion	Maximum Marks	Marks Awarded
1.	Activity Log	30	25
2.	Internship Evaluation	40	35
3.	Oral Presentation	30	25
	GRAND TOTAL	100	85

Date:

Signature of the Faculty Guide


02/08/2024



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