



RVCE/DA/1559 /2024-25

Tuesday, December 3, 2024

CIRCULAR

Sub: Schedule of Review I of Summer Internship (21XX76I), for VII semester B.E Programs.

Students who are currently studying in the VII semester (2021 Scheme), have undergone 6/8 Weeks of Summer Internship, before the commencement of the current semester. (Refer- Circular 1436/2023-24 dated 23rd July 2024). The **Review-I of Summer Internship (21XX76I) is scheduled from December 16th-20th, 2024** by the respective departments. The respective departments will release detailed student wise schedule, evaluation rubrics with evaluators details separately.

Scheme of Continuous Internal Evaluation (CIE):

- ❖ The evaluation committee shall consist of Guide, Professor/Associate Professor and Assistant Professor.
- ❖ The committee shall assess the presentation and the progress reports in **two reviews**.
- ❖ The evaluation criteria shall be as per the rubrics given below:

Reviews	Activity	Weightage
Review-I	<ul style="list-style-type: none"> ❖ Explanation of the application of engineering knowledge in industries. ❖ Ability to comprehend the functioning of the organization/ departments. ❖ Submission of Draft Report. 	25 Marks
Review - II	<ul style="list-style-type: none"> ❖ Importance of resource management ❖ Environment and sustainability. ❖ Presentation skills and report writing. ❖ Submission of final Hard Copy Report. 	25 Marks

As part of the Review I, students are required to give presentation covering following things and submit the draft intern ship report.

1. **Profile of the Organization:** Organizational structure, Products, Services,
2. Business Partners, Financials, Manpower, Societal Concerns, Professional Practices,
3. **Activities of the Department:** Organization department, Where the students have undergone the internship.
4. **Summary:** Summary of the tasks performed, and specific technical and soft skills acquired during internship

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Copy to:

1. Dean Student Affairs for the needful and information
2. HoDs for information and needful
3. Course coordinators of VII Semester UG courses
4. Counselors of VII Semester students
5. CTTO for information and needful
6. COE for information and needful



Format of the Summer Internship (21CS76I) Report.

1. The reports shall be printed on A4 size with 1.5 spacing and Times New Roman with font size 12, outer cover of the report (wrapper) has to be Ivory color for UG circuit Programs and Light Blue for Non-Circuit Programs.
2. The broad format of the internship final report shall be as follows
 - Cover Page
 - Certificate from College
 - Certificate from Industry / Organization
 - Acknowledgement
 - Synopsis
 - Table of Contents
 - Chapter 1 - Profile of the Organization: Organizational structure, Products, Services,
 - Business Partners, Financials, Manpower, Societal Concerns, Professional Practices,
 - Chapter 2 - Activities of the Department
 - Chapter 3 - Tasks Performed: summary of the tasks performed during 8-week period
 - Chapter 4 - Reflections: Highlight specific technical and soft skills acquired during internship
 - References & Annexure


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