

SKRGOC GUDUR

Program Book
for

SHORT TERM INTERNSHIP

FROM

BALLOLU
VENKATA RAMANAIAH

HALL.NO: 202129004

B Com (Computer Applications)

TO

smt. B. Lakshmi
Lecturer in
Computer Applications

Program Book

Short Term Internship

STATE COUNCIL OF HIGHER EDUCATION
(A STATUTORY BODY OF GOVERNMENT OF ANDHRA PRADESH)

Program Book for Short-Term Internship

Name of the Student: BALLOLU VENKATARAMANAI AH

Name of the College: S.K.R GOVT DEGREE COLLEGE GUDUR

Registration Number: 202129004

Period of Internship: From: AUG-29-22 To: NOV-15-2022

Name & Address of the Intern Organization APSCH ONLINE INTERNSHIP
ON
SALESFORCE ADMINISTRATION

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 2 months (180 hours) of short-term internship either physically or virtually.
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 of 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 persons 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 with 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:
 - Data and Information you are expected to collect about the organization and/or industry.
 - Job Skills you are expected to acquire.
 - 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 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.

An Internship Report
On
(Title of the Internship)

Submitted in accordance with the requirement for the degree of..B.COM(CA)

Name of the College: S.K.R GOVT DEGREE COLLEGE GUDURU

Department: B.COM [COMPUTER APPLICATIONS]

Name of the Faculty Guide: SMT LAKSHMI BHEEMAVARAPU

Duration of the Internship: From.....⁰⁸⁻²⁹⁻²²To..11-15-22

Name of the Student: BALLOLU VENKATARAMANAI AH

Programme of Study B COM [COMPUTER APPLICATIONS]

Year of Study: 2020 - 2023

Register Number: 202129004

Date of Submission: NOV-17-2022

Student's Declaration

I, B. Venkatasubrahmanyam a student of SKR GDC Program, Reg. No. 202129004 of the Department of Computer Science, SKR GDC College do hereby declare that I have completed the mandatory internship from 08-29-22 to 11-10-22 in APSCHE online Swachh (Name of the intern organization) under the Faculty Guideship of Dr. Lakshmi (Name of the Faculty Guide), Department of Computer Science, SKR GDC (Name of the College)

B. Venkatasubrahmanyam
(Signature and Date)

Endorsements

Lakshmi
Faculty Guide

Vishu
Head of the Department

P. Venkatesh
Principal

Certificate from Intern Organization

This is to certify that B. Venkata Ramakrishna (Name of the intern) Reg. No. 202129004 of S.K.R. G.D.C. Guduru (Name of the College) underwent internship in APSHE online Internship (Name of the Intern Organization) from 8-2-22 to 11-5-22 100%

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

Authorized Signatory with Date and Seal

Acknowledgements

I wish to express my profound regards and deep sense of gratitude to Andhra Pradesh State Council for Higher Education (APSCHE) and Commissioner of Collegiate Education (CCE) for providing me an opportunity to do internship as part of my Under Graduation (UG) program.

I am thankful to my college principal Dr. P. Venkateswarlu and Vice-Principal Dr. Y. Srinivasulu for facilitating me to do my internship.

I am grateful to Salesforce Administrator (APSCHE), Gudur, Tirupati District for giving me an opportunity to do my internship at his organization. I would also like to thank Sri/Smt. and at this organization to who had trained and help me to complete my internship by sharing their knowledge.

My deep sense of gratitude goes to Dr. Mohammed Maqsood Ahmed, Lecturer in Microbiology and Smt. Lakshmi Bheemavarapu, Lecturer in Computer Applications for coordinating with Industry, University, CCE and APSCHE and facilitating me in my search of internship program.

I would like to thank Smt. Lakshmi Bheemavarapu for mentoring me in this process.

I would like to thank all Teaching and Non teaching staff of my college for their regular support during this time.

I wish to thank my friends, classmates for their support, encouragement and cooperation.

Finally, I would express my profound gratitude to My parents and family members for there selfless encouragement and supporting in my journey towards gaining the knowledge, and facilitating me in becoming a good citizen, and to play my miniature role in nation building.

I am grateful to The Almighty God for His grace and blessings showered upon me, to sustain and helped me to complete this work successfully.

ACKNOWLEDGEMENTS

I would like to special thanks of gratitude to my
for their able guidance and support in my
completing my Project-

I would also like to extend my gratitude to my
Computer Lecturer

smt Cheenavarapu lakshmi and library
sir providing me

with all the facility that was Required
Heartful thanks to my friends and library department

Date

B Venkatakrishnaiah
III BCOM (CA)

CHAPTER 1: EXECUTIVE SUMMARY

The internship report shall have only a one-page 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.

Salesforce Administrator:

- * it is a Application software that is Available to everyone
- * It having the CRM (Customer Relationship management) it Acts like a bond to Company and Customer
- * this Application is used Multiple Person at a time, Anyone and everywhere.
- * We experience the storage by Lightning experience.
- * this CRM helps to Attracts more benefits from the Customers
- * simplify the Salesforce is easy and make more benefits from the Customers.

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 with 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.

APSCHE (Andhra Pradesh state Council of higher education) the state Government has accordingly decided in the national educational policy to fill the gap by constituting a state Council of higher education as recommended.

APSCHE in the national educational policy of the government of India and as recommended.

APSCHE is primarily according body between the University grant Commission (UGC) the state Governments and the universities.

The Andhra Pradesh state Council of higher education entered into a memorandum of understanding (MOU) with smart Internz foundation to provide virtual internship to more than 1.5 lakh students in the state.

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.

This is my technical Information is

Email : venkyballolu@gmail.com

Mobile no: 6309420099

Trailhead URL : <https://trailhead.salesforce.com>

In the time of Internship we are also confused and not understanding the project related subject

by the team work is useful to completing my project that is Salesforce Administrator.

these are the organization. we are going to complete the project.

→ Trailhead login

→ trailblazer community login

ACTIVITY LOG FOR THE FIRST WEEK

DAY & DATE	BRIEF DESCRIPTION OF THE DAILY ACTIVITY	LEARNING OUTCOME	Person In-charge Signature
Day - 1	We do the module in the smartIntern2 Dashboard -> enter ships and Go to live session	Introduction about the salesforce app	<u>h</u>
Day - 2	In salesforce: quick look at completing the all module	learning about salesforce applications	<u>h</u>
Day - 3	In salesforce licensing unit- completed the quick module	understand the Relationship between licenses and permissions and Add-ons	<u>h</u>
Day - 4	today I am Go to live session and finishing the some module	I am knowing about salesforce app	<u>h</u>
Day - 5	Lightning experience unit- I am understand the subject in that-	Discover how Lightning experience benefits and your business.	<u>h</u>
Day - 6	In salesforce quick look unit we attempt some quick module	In Quickstart am understanding important things.	<u>h</u>

WEEKLY REPORT

WEEK - 1 (From Dt. 29/8/2022 to Dt. 6/9/2022)

Objective of the Activity Done:

Detailed Report:

In this week I am open the smart Internz dashboard, in that open the Internship and click Active Resources then After understanding the all units shown in that How we can attempt the Quizes and How can operating Salesforce app.

and then I am Go the live session starts at 6.00 PM to 8.00 PM in that live session I understand the Introduction about Salesforce app

How Can we operate Salesforce app and how can it works it is useful or not for further future

Simply says I understand the Introduction of the Salesforce app and do the same Quizes in the Trail head play Ground.

ACTIVITY LOG FOR THE SECOND WEEK

DAY & DATE	BRIEF DESCRIPTION OF THE DAILY ACTIVITY	LEARNING OUTCOME	Person In-charge Signature
Day - 1	today I am completing the sales force ecosystem quick look module	I am understand the concept of salesforce ecosystem	<u>Ja</u>
Day - 2	today I am completing the trailhead navigation quick look module.	I am understand the concept how we can use the trailhead navigation	<u>Ja</u>
Day - 3	today I am Go the live session	In the live session knowing about the salesforce app	<u>Ja</u>
Day - 4	today I am learning about the how to create a new playground	I will creating a new playground in the trail head	<u>Ja</u>
Day - 5	today I am completing the salesforce solution kits: quick look	I am learning about the salesforce solution kits: quick look	<u>Ja</u>
Day - 6	this day I am Go to the live session	In the live session I can learn about settings in salesforce.	<u>Ja</u>

WEEKLY REPORT

WEEK - 2 (From Dt. 7/9/22 to Dt. 13/9/22)

Objective of the Activity Done:

Detailed Report:

In this week I am learning about Salesforce Echo System Unit. In that module and I am Read all the Comprehension and understand the whole concept and Completing the Quiz section.

I am attempt the Quiz section by understanding the the Concept what does it contain and how can it use in the Salesforce app.

and also I am learning about the Salesforce Solution Kit: Quicklook module completed the Quiz by understanding the Comprehension

and then I am Go the the 2 live sessions in that live session I am learning about the Salesforce app settings

This is the week Report I am workdone in the Salesforce application.

ACTIVITY LOG FOR THE THIRD WEEK

DAY & DATE	BRIEF DESCRIPTION OF THE DAILY ACTIVITY	LEARNING OUTCOME	Person In-charge Signature
Day - 1	Today I am learning about the Salesforce Industry blue print Quick look	I am completing the map Salesforce capabilities to your business needs module	<u>to</u>
Day - 2	Today I am learning about the sand boxes for point Quicklook module	I am attempt the quiz by understanding the completion	<u>to</u>
Day - 3	Today I am learning about volunteer for Salesforce: Quick look unit	Attempt the quiz and earn points and badge.	<u>to</u>
Day - 4	Customer 360 guide Quick look module Attempt the quiz	In that module I am learning about customer idea in the Salesforce app	<u>to</u>
Day - 5	Workflow Automation for Service: Quick look module Attempting the quiz	I am learning the workflow Automation module concept	<u>to</u>
Day - 6	Workforce engagement for service: Quick look module Attempt quiz and also go to live session	Understanding Concept what I am learned	<u>to</u>

WEEKLY REPORT

WEEK - 3 (From Dt. 15/9/22 to Dt. 21/9/22)

Objective of the Activity Done:

Detailed Report:

This week I am learning about The Salesforce Industry blueprint: quicklook I am learning about- many our customers asks how they can take advantage of everything Salesforce has to offer blueprints offer a product Agnostic overview of key business capabilities common to most customers an industry blueprint diagrams the end to end process from uncovering the opportunities to discovering solid industry solutions

Each Customer 360 Guide is a collection of Assets that shows you how to create a Connected customer experience by Integrating Salesforce products. In this guides we share best practices and proven integration solutions from Salesforce customers.

and also I am going to live session and learning about some information about the Salesforce app

ACTIVITY LOG FOR THE FOURTH WEEK

DAY & DATE	BRIEF DESCRIPTION OF THE DAILY ACTIVITY	LEARNING OUTCOME	Person In-charge Signature
Day - 1	trailblazer Community quick look we learning the Concept and Completing the quiz	some information is understanding about this module	<u>ba</u>
Day - 2	fast app development- quick look module Completing to day	Attempt the quiz and learn something about it	<u>ba</u>
Day - 3	Learn the Industrial revolution Module Completed today	Attempt the quiz and learning about it	<u>ba</u>
Day - 4	Ask the doubts Arising to me, clarifying by my mentor	clarifying the doubts by my mentor	<u>ba</u>
Day - 5	Actions & Recommendations for Agents step by step Completed the module	Attempt the quiz by understanding the Concepts	<u>ba</u>
Day - 6	Today I am Completed the module the salesforce your account app: quick look	Attempt the quiz by understanding the Concept	<u>ba</u>

WEEKLY REPORT

WEEK - 4 (From Dt. 22/9/22 to Dt. 23/9/22)

Objective of the Activity Done:

Detailed Report:

In this week report I am understanding the trailblazer Community module.

We call our customers trailblazer because they are always looking for innovative ways to maximize Salesforce success in their organizations and make the world a better place. We love to help trailblazers learn, Concept Connect have fun, and give back together 90% said that participation in the Community

and also I ask the mentor for some doubt arising to me my mentor clarifying my doubt very easy and better understanding and I will learn more modules Concepts and attempt the quiz by learning and understanding the Concept

ACTIVITY LOG FOR THE FIFTH WEEK

DAY & DATE	BRIEF DESCRIPTION OF THE DAILY ACTIVITY	LEARNING OUTCOME	Person In-charge Signature
Day - 1	today I am Completing the first app development quick look module	In this module I am Completing the Learning the Power of Platform Quiz	<u>for</u>
Day - 2	today I am Completing the vaccine cloud: quick look module	I am Attempt the Quiz of get to know vaccine cloud	<u>for</u>
Day - 3	Work flow Automation for service: Quick look module is Completing	I am Read that Material and Attempt the Quiz and gain 100 points	<u>for</u>
Day - 4	Tableau mobile: quick look module Completing today	I understand this topic that is discover the features in Salesforce app	<u>for</u>
Day - 5	I am Reading this module the Completing healthcare and life sciences industry quick look	By Reading that I can Answer the Quiz questions easily.	<u>for</u>
Day - 6	I am Completing this module tenant specific end points in marketing cloud quick look	I am understanding that point and Answer the Quiz	<u>for</u>

WEEKLY REPORT

WEEK - 5 (From Dt. 29/9/22 to Dt. 5/10/22.)

Objective of the Activity Done:

Detailed Report:

In last app development quicklook module I can know about the how the power of the platform platform services and building topic is useful like and how can it used in the Salesforce application.

The Customer 360 Platform allows you to extend Salesforce navigation and build new tools and interface suited to your company's needs with UI/UX or no code workflow automation for service quicklook module I can read that topic and then understand that answer the queries section easily.

and I can gain 100 points and earn badge whenever we completing the trailhead module automatically we get the points and earn badge for more the high position in the dashboard.

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ACTIVITY LOG FOR THE FIFTH WEEK

DATE	BRIEF DESCRIPTION OF THE DAILY ACTIVITY	LEARNING OUTCOME	Person In-charge Signature
	Today I am completing some module in the trail head play Growth 1	by Read and understand Answer the Quizzes easily	
	Actions Recommendations for agents step-by-step Completing this module	I am understanding the Agents problems solving with sales force	
	Today I am completing the dream deal tracking with salesforce opportunities quick look	Answer the Quiz by Reading the passage	
	Today I am completing the strategies for Inclusive philanthropy module	Answer the Quiz by reading that topic	
	Strategic prospecting quick look module is completing today	Answer the quiz by Reading that topic	
	Table A1 and Analytics Quick look module is Completing today	Answer the Quiz by Reading that topic.	

WEEKLY REPORT

WEEK - 6 (From Dt. 6./10/22... to Dt. 12./10/22...)

Objective of the Activity Done:

Titled Report:

In this week I am completing the modules some such

Some of the six modules are completing by Reading that All modules and understand what it is it how can it be useful to us while working with the Salesforce Applications Software.

by Reading that topics we will understand some important things and Answer that Quiz.

I am learning about the Discover table AI and Analytics objectives some of the important things they are shown below

Salesforce uses Augmented Analytics to empower business users to discover insights ranging from Automated Modeling to guided natural language queries.

This is the Report I learning and understand about Salesforce app.

seventh
ACTIVITY LOG FOR THE FIFTH WEEK

BRIEF DESCRIPTION OF THE DAILY ACTIVITY	LEARNING OUTCOME	Person In-charge Signature
today my mentor sent me a link Related to that Sales force app	In that link having 27 units Completing & will get certificate	
Today I am to open the Trail Mixer link Completing the module	By Reading that topic Answer the quiz and earn 100 points	
Today I am Completing module named Salesforce Credentials	Answer the quiz and earning 100 points	
today I am Completing module named trail head navigation: quick look	Answer the quiz and earning 100 points	
I am Completing the module named setup: quick look	Answer the quiz and earning 100 points	
I am Completing the module named quick start: build a salesforce app	Answer the quiz and earning 100 points	

WEEKLY REPORT

WEEK - 7 (From Dt. 13/10/22. to Dt. 19/10/22)

Objective of the Activity Done:

ailed Report:

In this week my mentor sent a link that is

<https://trailhead.salesforce.com/users/smaitbridges/support/trailmix/smaitintern2-admin>

In this link having 27 modules I am completing the modules named are

1. Salesforce Credentials
2. trailhead navigation: Quick look
3. setup: Quick look
4. Quick Start: Build a salesforce app

above the modules I am completing by reading and understanding the comprehension and understand the answer the Quiz earn some points and badges appeared in the dashboard.

this week Report I am doing the works.

eight
ACTIVITY LOG FOR THE FIFTH WEEK

Y E	BRIEF DESCRIPTION OF THE DAILY ACTIVITY	LEARNING OUTCOME	Person In-charge Signature
	today I am Reading the trailhead playGround management-	I am understanding the sub unit's topic	
	today I can do (or) Completing the Create a trailhead playGround	Answer the quiz and earn points	
	today I am Completing the sub module named get your trailhead playground username and Password.	I am getting trailhead playground username and Password	
	today I am Completing the hands on challenge in the module trail head playground management	Done the install app and packages in my trailhead playgrounds	
	today I am Completing the module reports and dashboards for lightening experience.	understanding the sub module by reading	
	Some pending subunit's and Completing today in the Reports and dashboards for lightening experience.	Completing the hands-on-challenge	

WEEKLY REPORT

WEEK - 8 (From Dt. 20/10/22 to Dt. 26/10/22)

Active of the Activity Done:

led Report:

In this week I am learning the trailhead playground management module in that module having some sub modules they are:

1. Create a trailhead playground
2. Get your trailhead playground
Username and Password.
3. Install app and packages
in your trailhead playground.

In the last sub module having hands on-challenges and earn 500 points and badge.

and Also completing the "Reports and dashboard" highlighting experience. in that unit having

5. Sub modules that modules are also have hands-on-challenges. I am completing that challenges
300 earn points and badge.

this is the week reports done by me.

Ninth
ACTIVITY LOG FOR THE FIFTH WEEK

DATE	BRIEF DESCRIPTION OF THE DAILY ACTIVITY	LEARNING OUTCOME	Person In-charge Signature
-	Today I am Completing the Data Security unit-	Completing all subunit hands-on-challenges by reading	<u>to</u>
..	I am Completing the Customize on org to support a new business unit- today	Completing all sub unit hands-on-challenges by reading	<u>to</u>
-	Today I am Completing the unit named Create Reports and dashboards for sales and marketing manager	Understanding the concept and Completing the hands-on-challenges.	<u>to</u>
-	Business administration Specialist unit is Completing today	By completing sub unit hands-on-challenges I am earn points and badges	<u>to</u>
-	Today I am Completing the unit- named: Quickstart Lightning app builder.	I am Reading the earning points and badges by Guiding the hands-on-challenges	<u>to</u>
-	Today I am Completing the Lightning experience report and dashboards specialist unit	I am done the hands-on-challenges	<u>to</u>

WEEKLY REPORT

WEEK - 9 (From Dt..27/10/22 to Dt..2/11/22..)

Active of the Activity Done:

Completed Report:

In this week I am completing the units in the administ. system admin link:

these are the units I am completing

- Data Security

- Customize on org to support a new business unit
- Creating Reports and dash boards for sales and marketing managers.

- Business administration specialist

- Quick start: light app builders

- Lightening experience Reports and dash boards specialist

In this unit having the sub unit that having the hands-on-challenges by Reading and Understanding the concept inside. the units and sub units do the challenges and completing by completion of challenges.

we can earn points and badges.

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ACTIVITY LOG FOR THE FIFTH WEEK

DATE	BRIEF DESCRIPTION OF THE DAILY ACTIVITY	LEARNING OUTCOME	Person In-charge Signature
7-	Today I am Completing the Unit named User Authentication Specialist Super badge	Done the hands on - challenge by Reading the Concept	
7-	Today I am Completing the Unit named: Security Governance Specialist Super badge	Completing the hands-on-challenge and earn points and badges	
7-	I am Completing today the Unit named user access Specialist Super badge.	by Reading and takes the challenge step by step process Completing unit	
7-	I am Completing the Unit named: Security Specialist Super badge	I am Completing the hands-on-challenges and earn points and badges	
7-	today I am Completing the Unit named: Admin Super set	Get earn points and badge while Completion of Hands-on-challenges	
7-	today I will do the Certification process Generating.	Generating the Certification Process.	

WEEKLY REPORT

WEEK - 10 (From Dt. 27/11/22 to Dt. 7/12/22)

Objective of the Activity Done:

Detailed Report:

In this week I will do the hands-on challenges completion from the following units.

1. User Authentication Specialist Superbadge
2. Security Governance Specialist Superbadge
3. User Access Specialist Superbadge.
4. Security Specialist Superbadge.
5. Admin Super Set.

In this unit having the sub units and hands-on challenges by reading and understanding the compressions in that unit we will do the process that is useful to completing the challenge easily.

Finally I am completing the course named Salesforce Administrator. and I am do the certificate Generating process to get the certificate.

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.)

I am experience the work environment is difficult
Unable to certain time to do the work.

and also the people interactions are very Rude and
negative so then it was a difficult environment- and the
facilities are required for limited time only.

-the environments are laptops, desktops and Android
are lagged (or) stuck while in process for completing the
project work

Don't having the validity on work because of
procedure was unable to understand the comprehension
to the hands-on-challenges.

-Harmonious Relationships socialization are not
supporting to me because some of the persons are negative
minded.

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

I am Acquired the Real Time Technical skills, so much useful to me for further future.

Simply says, as I learned a software Job Informantly detailly is skilled by the salesforce software that is provided by AISCHE Internships.

How the work is done in software jobs. That is the work I am learned little much.

What are the Technical skills I am learned in the Salesforce Administrators in that Application software I am learned about the settings and management, How can interact with customer in out line, How can solve their problems digitally and how can benefit get from business to the company is

This is the real time Technical skill I am Acquired.

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.

I am Acquire the Managerial Skills they are, I am not having the Perfect planning to complete the project. My mentor lakshmi madam show will support on we and gathering team to the work fast.

My all colleagues behaviour is somewhat better and the workmanship is not having.

The time is so less because of we can't understand that modules, we take more time for completing this project.

For the first time we handled like this type of online course and it was unable to understand.

Day by day we lose our confidence so much that we feel we can't take the decision correctly because we are confused and nothing performed askin to completing this project.

further how you could improve your communication skills in terms of
 presentation in oral communication, written communication, communication in person,
 influence issues within communication, industry communication, communication in the
 world understood by others, awareness of others, ability to influence in the world,
 using the communication, understanding others and yourself, yourself, others and
 surrounding others, etc.

In starting stage of culture, some agar (or) a part of the culture media containing the microorganism.

Mr. Coe was the father and provider for Cora May's education, but he ended in the great Green Day.

Written communication is better, but in the past
months, not having confidence levels while communicating
is a worry and better understanding was
maintaining by my colleagues.

No one is going extensive search and observe the key points for conducting the popular.

Completion of difficult model was a labour and great pleasure and thanks to my colleagues.

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

while the project work is happening no Group discussions are managed by the team members.

So Many members in my team behaves like selfish and don't helping to other persons in my team.

only my mentor take the lead and maintain correct information and key points is giving for completing my project.

Venky, Pavan and Lakshmi madam re collect our self confidence to do the modules and hands-on-challenges completion.

My mentor giving and support our Team members and helping to me lakshmi madam giving laptop to me for completing the project work.

finally taking extra time to completing the modules and also Co-operates my best friends, Venky, Raju, Rishi, Sai

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

Technical development skills I am observed relevant to the subject area of training this time I know the online courses.

On the online course I am learning the new technology skills.

They are:

- 1) How can create a new username and profile in a new organization.
- 2) and also how can manage the organization using the software tool.
- 3) How can solve the customer problems in the online software.
- 4) and experience the software skills using to our future purpose.

Hence the some technological development skills what I am learned while doing the project work.

Student Self Evaluation of the Short-Term Internship

Student Name: & Registration No: BALLOLU VENKATARAMANAH $\times$ 209129004

Term of Internship: From ²⁹⁻⁰⁸⁻²² To 15-11-22

Date of Evaluation: 16-11-22

Organization Name & Address: APSCHE ONLINE INTERNSHIP ON SALESFORCE ADMINISTRATION

Name & Address of the Supervisor Smt. BHEEMAYARAPU Lakshmi Lecturer in
with Mobile Number: COMPUTER APPLICATIONS 7993204741

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) Initiative	1	2	3	(4)	5
4) Interaction with staff	1	2	3	(4)	5
5) Attitude	1	2	(3)	4	5
6) Dependability	1	2	3	(4)	5
7) Ability to learn	1	2	(3)	4	5
8) Planning 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	1	2	(3)	4	5
12) Productivity	1	2	(3)	4	5
13) Progress of learning	1	2	3	(4)	5
14) Adaptability to organization's culture/policies	1	2	3	(4)	5
15) OVERALL PERFORMANCE	1	2	(3)	4	5

B. Venkatesanaradh
Signature of the Student

Evaluation by the Supervisor of the Intern Organisation

Student Name: & Registration No: BALLOLU VENKATARAMANASHAH. 202129004

Term of Internship: From 29-08-22 To 15-11-22

Date of Evaluation: 16-11-22

Organization Name & Address: APSCHE ONLINE INTERNSHIP ON SALESFORCE ADMINISTRATION

Name & Address of the Supervisor SMT. BHEEMAVAPU LAKSHMI Lecturer In
with Mobile Number: Computer Applications 7893204741

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) Initiative	1	2	3	4	5
4) Interaction with staff	1	2	3	4	5
5) Attitude	1	2	3	4	5
6) Dependability	1	2	3	4	5
7) Ability to learn	1	2	3	4	5
8) Planning 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	1	2	3	4	5
12) Productivity	1	2	3	4	5
13) Progress of learning	1	2	3	4	5
14) Adaptability to organization's culture/policies	1	2	3	4	5
15) OVERALL PERFORMANCE	1	2	3	4	5

Lakshmi
Signature of the Supervisor

