

Shri Gujarati Samaj, Indore
P.M.B. Gujarati Commerce College, Indore
(DAVV, Indore)



Title of the Internship Work

.....

(Compulsory paper for B.Com. / BBA 1st Year Students)

Session : 2024-25

Name of the Student :

Mobile No. :

Class, Section & No. :

DAVV Enrollment No. :

Name of the Concern where :
internship work is completed

DECLARATION

I (Name) _____ Class, Section & No. _____

hereby declare that the Internship is based on my original work, in which the published and unpublished work is used after being duly acknowledged. I also declare that the present internship has not been used for any other degree/Course in previous /present time.

Date : _____

Signature of the Student _____

APPROVAL OF TEACHER GUARDIAN

I _____ undersigned hereby certify that this Internship is the original report of the work done by the student/students under my Guidance. This report has been submitted in the P.M.B. Gujarati Commerce College, Indore after my approval.

Date

Signature of Teacher Guardian

Feedback Form of Internship

(Feedback form and compilation certificate both should be filled and signed by authority of external organization where you have completed your Internship)

Name of Student : _____
Name of College : _____
Class, Section & No. : _____

S.No.	Base of Evaluation	Marks Given Category (A/B/C)#	Remarks
1.	Regular Attendance of the student		
2.	Theoretical Knowledge gained by the student.		
3.	Skills acquired by the student during the course (duration) of work, Practical knowledge.		
4.	Interest /Sincerity of the student towards work.		
5.	Attitude and behavior of the student towards learning during the course (duration) of work.		
6.	Co-ordination with the colleagues and other members of the oraganisation , Ability to work in group(Team-Spirit)		
7.	Overall Category of the student.		

Category: A-> Excellent B-> Good C-> Satisfactory

Signature of Authorized Person

Date:

Name:

Place :

Seal:

WORK COMPLETION CERTIFICATE

This is to certify that (Name).....Class..... P.M.B. Gujarati Commerce College, Indore has done this Internship from date to related to our institution. He/She has work/got training inby being present in the institution.

He/She is a diligent, dedicated and result- oriented person. He/She has done good/excellent work during his/her tenure. We wish him/her a bright future.

With best Wishes.

Place.....

.....

Date

Seal of Institution

ACKNOWLEDGEMENT

I (Name of student) _____ Class, Section & No. _____ deeply acknowledge my thanks to the Principal of my college Dr. Kamlesh Bhandari and Head department of Commerce and Nodal Officer, Skill Development Desk Dr. Abhay Jain for giving me full support in my Internship. I am also thankful to my teacher Guardian Dr. / Prof. _____ under whose guidance I have completed my Internship Training.

I also express my heartfelt thanks to M/s _____
(Name of Institution where Internship has been done) with whose support my internship could be completed in a good way. I am also thankful to my relatives and all friends who inspired me for this work, time to time.

Name of Student _____

Signature of Student _____

इंटरनशिप प्रतिवेदन (Internship Report)

08. इंटरनशिप का कार्यक्षेत्र (Area of Internship)

संस्था की प्रकृति (Nature of the concern) :

निर्माणी (Manufacturing) [] व्यापार (Trading) [] सेवा (Service) []

09. संस्था/व्यक्ति का विवरण (Description of the Institution/Person) –

नाम (Name) : -----

पता (Address) : -----

स्थापना वर्ष (Year of Establishment): -----

स्वामित्व का प्रकार (Type of Ownership) : एकाकी व्यापार/पार्टनरशीप फर्म/प्रा.लि.

कंपनी/पब्लिक लिमि.कंपनी/सरकारी कंपनी/

सहकारी संस्था/अन्य.....

Sole Trader/Partnership Firm/Pvt.Ltd.Company

/Public Ltd.Co./Govt.Company/Co-operative

Society/Others.....

स्वामी/साझेदार/निदेशकों के नाम : -----

मोबाइल नंबर -----

(Name and Mobile Nos. of : -----

Owner/Partners/Directors) -----

प्रारंभिक पूंजी (Initial Capital) : -----

वर्तमान पूंजी (Present Capital) : -----

मानव संसाधन (Human Resource) : (संख्या लिखें)	प्रबंधकीय	:	पुरुष	महिला.....
	(Managerial)		Male	Female
	कर्मचारी वर्ग	:	पुरुष	महिला.....
	(Clerical)		Male	Female
	श्रमिक वर्ग	:	पुरुष	महिला.....
	(Labour)		Male	Female

गतवर्ष का टर्नओवर (Turnover of Previous Year) : -----

10. संस्था की स्थापना के लिए आवश्यक विभिन्न प्रकार की वैधानिक प्रक्रियाएं एवं पंजीयन –
Legal procedures and registration required to establish the concern –

[illegible]

This image shows a full page of primary-ruled paper. It consists of multiple sets of three horizontal dashed lines, which are commonly used in elementary school notebooks to guide letter height and placement. The lines are evenly spaced across the entire page, providing a template for handwriting practice. There is no text or other markings on the paper.

11. संस्था द्वारा किए जा रहे मुख्य कार्यों का विस्तृत विवरण –
Brief description of the main functions being operated by the concern –

[illegible]

Handwriting practice lines consisting of 24 horizontal dashed lines.

- Detailed information of the works performed by the student during internship and its utility (Including Methodology, Techniques and Working procedure of the institute) –

This image shows a full page of a handwriting practice worksheet. It consists of multiple sets of three horizontal dashed lines, providing a guide for letter height and placement. The lines are evenly spaced and extend across the entire width of the page, leaving no margins or additional markings.

13. इंटरनशिप हेतु आपने इस कार्यक्षेत्र का चयन किस उद्देश्य से किया ?
What are objectives of the internship training for the field chosen by you?

14. इंटरनशिप के विशेष कार्यक्षेत्र चयन के प्रति आपके क्या लक्ष्य रहे हैं ?
What are the intended outcomes for selecting the particular field of internship ?

[illegible]

15. जिन उद्देश्यों एवं लक्ष्यों के लिए आपने इंटर्नशिप के अन्तर्गत प्रशिक्षण प्राप्त किया, वे कितने पूर्ण हुए हैं ?

Achieved outcome : To what extent the and objectives and goals of the training / internship has been fulfilled ?

This image shows a blank sheet of white paper with ten sets of horizontal dashed lines. Each set consists of three parallel lines, providing a guide for handwriting practice. The lines are evenly spaced across the page.

[illegible]

16. इंटरनशिप पूर्ण होने पर आपके ज्ञान एवं कौशल में क्या अभिवृद्धि हुई ?
Enhancement in knowledge and skills after completion of the internship.

[illegible]

17. अनुप्रयोग एवं निष्कर्ष –
Application and Conclusion –

अ) यदि ऐसा कार्य आप स्व-रोजगार के रूप में करना चाहते हैं तो आवश्यक प्रक्रिया एवं विभिन्न प्रकार के संसाधनों की विस्तृत जानकारी –

If you want to establish this type of concern as self-employment, then give detailed information about required procedure and various resources –

अथवा OR

ब) यदि आप प्रशिक्षण से संबंधित किसी संस्थान में नौकरी प्राप्त करना चाहते हैं तो क्या अतिरिक्त अध्ययन, कौशल एवं प्रशिक्षण प्राप्त करना आवश्यक है ? आप इन्हें कैसे पूरा करेंगे –

If you want to get job in the institution related to internship, then what type of additional education, skills and training are required ? How will you fulfill them ?

अथवा OR

स) यदि आप इंटरनशिप वाले क्षेत्र में स्व-रोजगार या नौकरी नहीं करना चाहते हैं, तो आप भविष्य में क्या करना चाहेंगे और उसे कैसे करेंगे ?

If you are not interested in self-employment or job in field of your internship, then what would you like to do in future and how will you do it?

Handwriting practice lines consisting of 28 horizontal dashed lines.

Signature of the Student