

**HVPM'S College of Engineering and Technology**  
**Department of Business Administration and Management**  
**REPORT ON SUMMER INTERNSHIP PROGRAMME FOR MBA BATCH 2022-23**  
**( As per Sant Gadge Baba Amravati University, Amravati. )**

Summer Internship is one of the mandatory programme for students pursuing MBA. It is expected that students should undergo some sort of hands on experience with elite corporate world. The following are the guidelines as per the Sant Gadge Baba Amravati University, Amravati.

**Summer Internship Programme (SIP):**

30- 45 days practical/field training related to any core study subject with any Company/Institute/Financial Institutions/Firm/Establishment identified by the College/P.G.Department of the University.

**Objective:-** Students should undergo some sort of hands on experience with elite corporate world.

**Outcomes:-**

- Students have learned about practical insides about branch banking operations.
- Students have learned about marketing skills.
- Students have learned about the HRM strategies.

**Guidelines/Norms for Summer Internship Programme (SIP) as per University Syllabus :**

Each student shall have to undergo a practical training for a period of 30 – 45 days during vacation falling after the end of II Semester.

For SIP, 1 credit is equivalent to minimum 40-45 hours of effective work and SIP shall have 2 credits.

SIP can be carried out in a Field/Desk Research/ Industry/ Corporate Entity / NGO / SME / Government Undertaking / Cooperative Sector.

The SIP may or may not have a Functional Focus, i.e. the student may take up a SIP in his/her intended area of specialization or in any other functional area of management.

It is mandatory for the student to seek advance written approval from the Director/ Principal/ Head / Faculty Guide from time to time of the Institute about the topic and organization before commencing the SIP.

Alternatively Director/ Principal/ Head / Faculty of the Department/ College/ Institute may allocate the research area/sector/industry/company specific project to the individual student.

SIP may be a research project – based on primary / secondary data or may be an operational assignment involving working by the student on a given task/assignment/project/ in an organization / industry.

It is expected that the SIP shall sensitize the students to the demands of the workplace.

Each student shall maintain a SIP Progress Diary detailing the work carried out and the progress achieved on a daily basis.

The student shall submit a written structured SIP report along with SIP Progress Diary based on work done during this period and duly sign by Authority.

### **Evaluation of Summer Internship Programme (SIP) :**

The formal evaluation by the company guide shall comment on the nature and quantum of work undertaken by the student, the effectiveness and overall professionalism.

The learning outcomes of the SIP and utility of the SIP to the host organization must be specifically highlighted in the formal evaluation by the company guide.

The SIP Certificate duly signed and stamped by the industry guide shall be included in the final SIP report.

The student shall submit Two hard copies & One soft copy (CD) of the project report after 30 days of commencement of **Semester III**. One hard copy of the SIP report is to be returned to the student by the Institute after the Viva-Voce.

The Institute shall conduct an internal viva-voce for evaluation of the SIP for 50 marks after 31 – 45 days of commencement of **Semester III**.

Evaluation of the SIP Report and presentations shall be done jointly by any one Industry Professional/Senior Alumni/Corporate Recruiter and one faculty Guide of the Institute.

Marks out of 50 will be awarded after submission of report and viva-voce (30 marks for Report +20 marks for the presentation). It will be converted in to grades as per table number 1 on proportionate basis.

**The SIP report must reflect 30 – 45 days of work and justify the same. The SIP report should be well documented and supported by:**

1. **Title Page:** including the project title, Student's name, name of the SIP organization, Name of the supervisor from SIP organization, Name of the guide from Department/ College/ Institute and month and year of submission.

2. **Institute's Certificate:** "This is to certify that the investigation described in this report titled "Summer Project Report Title" has been carried out by Mr. / Ms. Student's Name during the summer internship project. The study was done in the organization, SIP Company Name, in partial fulfillment of the requirement for the degree of Master of Business Administration of S. G. B. Amravati University, Amravati. This work is the own work of the candidate, complete in all respects and is of sufficiently high standard to warrant its submission to the said degree. The assistance and resources used for this work are duly acknowledged."

**3. Certificate by the Company:** A copy of the certificate specifying that the student has successfully completed the summer project for the prescribed duration.

**4. Formal feedback from the Company Guide:** It may include (Knowledge of Subject, Punctuality, Attitude Accomplishment of the Assigned Tasks, Confidence Level & Overall Personality).

**5. Acknowledgement page:** Acknowledging persons, organizations and other resources which were instrumental in completion of student's summer training

**6. Executive Summary**

**7. Organization profile**

**8. Outline of the problem/task undertaken**

**9. Research methodology & data analysis (in case of research projects only)**

**10. Relevant activity charts, tables, graphs, diagrams, AV material, etc.**

**11. Learning of the student through the project**

**12. Contribution to the host organization**

**13. Conclusion**

**14. Appendices**

**15. References in appropriate referencing styles. (APA Style)**

**Format for SIP Project Presentation:**

- Title Slide 1: The project title, Student's name, name of the SIP organization, Name of the supervisor from SIP organization, Name of the guide from Department/ College/ Institute.

- Slide 2: About the company - its products & services, Sector size and major players.

- Slide 3 to 5: Week wise details of the work done including the details of any specific tasks or projects assigned by the company.

- Slide 6: Key learning.

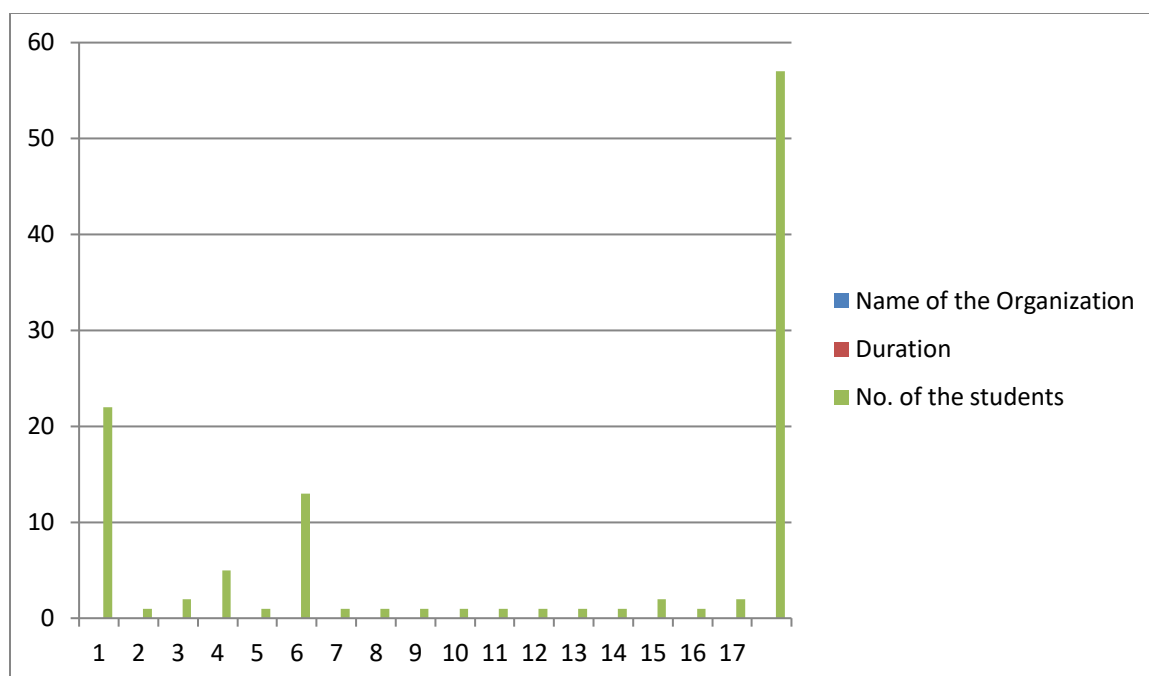
- Slide 7: Findings and Suggestions.

- Slide 8: Conclusion.

Each Student shall make a presentation for duration of maximum 10 minutes which shall be followed by a question and answer session of maximum 5 minutes.

The students from Department of Master of Business Administration (MBA) for Batch 2022-23 have successfully completed their Summer Internship Programme at following esteemed organization.

<b>Sr. No.</b>	<b>Name of the Organization</b>	<b>Duration</b>	<b>No. of the students</b>
1.	State Bank of India	45 days	22
2.	Abhijeet Honda, Chandur Bazar, Dist – Amravati.	45 days	01
3.	Angel One Broking Pvt. Ltd.	45 days	02
4.	Ridhan Invest Pvt. Ltd., Amravati	45 days	05
5.	Ratan Sharma & Co. Amravati	45 days	01
6.	Funds Room Investment Services, Pune	45 days	13
7.	T.S. Madhan & Associates, Amravati	45 days	01
8.	A. H. Sahu and Associates, Amravati	45 days	01
9.	T and T Agro Automobiles, Walgaon, Amravati	45 days	01
10.	Ketan Motors Pvt. Ltd. Amravati	45 days	01
11.	Pantaloons, Aditya Birla Fashion & Retail, Amravati	45 days	01
12.	Navgurukul Foundation for Social Welfare, Amravati	45 days	01
13.	Manik Chemical Industries, Amravati	45 days	01
14.	Abhay V. Shau & Co., Amravati	45 days	01
15.	Mahatma Fule Gramin Bigar Sheti Sahakari Pat Sanstha Maryadit, Karajgaon, Amravati	45 days	02
16.	Prima Think Technologies Private Limited	45 days	01
17.	Rode Tax Consultancy	45 days	02
	<b>TOTAL</b>		<b>57</b>



### Conclusion:-

From the above report, it is concluded that 57 students from Department of Master of Business Administration (MBA) for Batch 2022-23 have successfully completed their Summer Internship Programme at above mentioned esteemed organization. Further department will be thankful to the above mentioned esteemed organization for providing an opportunity to our students to undergo the hand on experience via Summer Internship Programme. Last but not least department seek to have long lasting relationship in future endeavor.

**Prof. Ms. P. P. Chune**  
Coordinator – SIP

**Prof. S.S. Rath**  
HOD

### Encl:-

Detail list of the students w.r.t. organization are as follows:

Sr. No.	Name of the Students	Organization	Date of Join
	TANMAY DIGAMBAR KATOLE	Ridhan Invest Pvt. Ltd., Amravati	01-07-2023
	ASHWINI SANJAY KADAM	Ridhan Invest Pvt. Ltd., Amravati	01-07-2023
	BHAVESH RAJESH DHENGE	Ridhan Invest Pvt.	01-07-2023

		Ltd., Amravati	
	PRATIKSHA RAJENDRA CHOBE	Ridhan Invest Pvt. Ltd., Amravati	01-07-2023
	SAKSHI RAJENDRA TAWALARE	Ridhan Invest Pvt. Ltd., Amravati	01-07-2023
	SHIVAM R. SAHU	Abhay V. Shau & Co., Amravati	01-06-2023
	JYOTSNA ASHOK RAHANE	Angel One Broking Pvt. Ltd.	01-07-2023
	ISHAN MANISH SAHU	T.S. Madhan & Associates, Amravati	05-07-2023
	PALAK K. MAHAWAR	Ratan Sharma & Co. Amravati	04-07-2023
	SHWETA R. SAWARKAR	Abhijeet Honda, Chandur Bazar, Dist – Amravati.	17-07-2023
	HARSH THAKUR	Abhay V. Shau & Co., Amravati	15-07-2023
	SHIVAM R. AMBHORE	T and T Agro Automobiles, Walgaon, Amravati	12-07-2023
	YASH ANILRAO MADAVI	Ketan Motors Pvt. Ltd. Amravati	12-07-2023
	SWAPNIL SATISHRAO WALKE	Pantaloons, Aditya Birla Fashion & Retail, Amravati	18-04-2023
	SAPANA DIPAKRAO SAWAI	Navgurukul Foundation for Social Welfare, Amravati	12-06-2023
	SAWPNIL ANANDRAO TIKALE	Manik Chemical Industries, Amravati	15-07-2023
	RUTUJA GAIKWAD	Prima Think Technologies Private Limited	01-07-2023
	PRERNA NITIN SABLE	Mahatma Fule Gramin Bigar Sheti Sahakari Pat Sanstha Maryadit, Karajgaon, Amravati	01-07-2023
	MAYURI VASANT BAWANE	State Bank of India	15-07-2023
	NEHA AJAY GUPTA	State Bank of India	12-07-2023
	RISHIKA RAJIV GUPTA	State Bank of India	12-07-2023
	SAMIKSHA MANISH GHODE	State Bank of India	12-07-2023
	VAISHANVI BANDU DEHANKAR	State Bank of India	12-07-2023
	KALYANI D. WATANE	State Bank of India	12-07-2023
	TANUSHA KISHOR SHIRPURKAR	State Bank of India	17-07-2023

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