

Implementation of mandatory Internship Policy for Students

1. To give orientation regarding internship.
2. To provide list of companies to students.
3. To finalize company, internal and external guide.

Phase1 Activities:(Month1)

- Overview of company.
- Plan of action about the topic.
- Collection of data (circuits, block diagrams, products, constructions, features)
- Uploading PPR1 on PMMS portal.
- Corrections and suggestions
- Review of report card.

Phase2 Activities:(Month2)

- Measurements and recording
- Data Processing
- Implementation/ Maintenance
- Identify role in company
- Uploading PPR2 on PMMS portal.
- Corrections and suggestions
- Review of report card.

Phase3 Activities:(Month3)

- Programming, Simulation, Experiment
- Execution
- Comparison, Synthesis
- Verification
- Final Corrections
- Uploading PPR3 on PMMS portal.
- Corrections and suggestions
- Review of report card.

Phase4 Activities:(Month4)

(First 15 days)

- Project Outcome
- Conclusion
- Uploading PPR4 , BMC canvas and BMC report on PMMS portal
- Final corrections
- Review of report card.

(Next 15 days)

- Report Writing
- Plagiarism
- Pattern Drafting Exercise
- PDE report
- Completion Certificate
- Uploading final reports on PMMS portal.

Notes:-

As per the topic and branch above activity points may be changed or updated by internal guides under the guidance of HODs.

Students should be called at least once in a month.

Google meet is optional under unavoidable circumstances.

Monthly report cards must be kept in record with sign of external guides.

**Principal,
Neotech Institute of Technology
Neotech Technical Campus,
Virod – Vadodara.**