

INTERNSHIP REPORT

Submitted By:

Name of the Student

Examination Roll No.

Registration/Enrollment No..... Year

Class: (B.A/B.Com 5th Semester)

College Name:

Under the Mentorship of

Name of the Teacher

Designation:

Department:

Signature
Name of the Student

Signature
Name of the Supervisor

Signature
Name of the Mentor

Contents

Chapter 1: Introduction

1. Write the purpose of the Internship Report

Answer:

2. State the objectives of Internship program

Answer:

Chapter 2: Profile of the Host Organization

1. Briefly write the History and Background of the Internship Organization

Answer:

2. What are the Key Products/Services of the Organization?

Answer:

Chapter 3: Internship Experience & Contributions

1. Write the Roles and Responsibilities which has been assigned to you during internship program.

Answer:

2. Mention the Key Projects and Tasks completed during your Internship program.

Answer:

3. Write the Skills and Competencies you have gained during the internship program?

Answer:

Chapter 4: SWOT Analysis of (Company Name:_____)

1. What are the **Strengths** of the organization?

Answer:

2. What are the **Weaknesses** of the organization?

Answer:

3. What are the **Opportunities** of the organization?

Answer:

4. What are the **Threats** of the organization?

Answer:

Chapter 5: Conclusion and Recommendations

1. Share your experience from the Internship program.

Answer:

2. What did you appreciate most about the Internship Organization during your internship program?

Answer:

3. What changes would you suggest making to the internship program for the College?

Answer: