



बिरसा मुंडा ट्रायबल युनिवर्सिटी Birsamunda Tribal University

राजपिपला, जि० नर्मदा Rajpipla, Dist. Narmda

Established by Tribal Development Department, Govt. of Gujarat

School of Commerce B.Com. Programme

Subject Code & Name: - BC06SECC01: Internship Training /Field Project

Teaching and Evaluation Scheme:

Teaching Scheme				Examination Scheme			
Credits				Component Weightage			
				CCE		SEE	
L	T	P	Total	TH	PWE	TH	PWE
4	0	0	4	50	0	50	0

Programme Name	B.Com
Semester	6
Course Code	BC06SECC01
Course Title	Internship Training / Field Project
Course Content Type (Th./Pr.)	Th.
Course Credit	4
Sessions+ Lab. Per Week	N/A
Total Teaching/Lab. Hours	120 Hours
* 2 Laboratory = 1 Session	

Learning Objectives

1.

Prerequisites (if any)

Learning Outcomes

ABOUT INTERNSHIP

Internship training plays a vital role in the Bachelor of Commerce (B.Com) program, as it bridges the gap between academic knowledge and real-world application. While classroom learning provides students with theoretical foundations in subjects like accounting, finance, marketing, and management, internships offer hands-on experience in the corporate world. Through internships, students gain insights into professional work environments, improve their communication and interpersonal skills, and learn how to apply theoretical concepts to practical business situations. Internships also help students build networks, enhance their resumes, and improve their chances of securing better job opportunities after graduation. Additionally, they provide clarity about career paths and areas of specialization, helping students make informed decisions about their futures. Overall, internship training is a very important component of the curriculum, contributing to the all-round development and employability of students.



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INTERNSHIP CATEGORIES:

The employability of graduates can be improved by developing practical experience and exposure with the required right kind of attitude for the workplace. The internship is one of the important apparatuses that help in improving these employability skills and can help in generating competency, capability, professional working skills, expertise, and confidence among the students for employability and developing interest/passion for research. The interns can understand the application of theory in the workplace. The undergraduate internships would be classified into two types:

- Internship for enhancing the employability
- Internship for developing the research aptitude(Project)

INTERNSHIP GUIDELINES

Each undergraduate student may complete an internship of 4 credits during after the 4th semester of UG degree programme focussing on Hands-on Training/Short Research Project.

Duration and Slots for Internship

Credit:04

Duration:120hours

Suggested Activities: Hands-on Training/Short Research Project

Evaluation:

- The parent HEI will examine/evaluate the student's performance following its evaluation method.
- The evaluation of the internship will be carried out at the following stages:
 - The interns will be evaluated by research internship supervisor based on their efforts and research output.
 - The interns will be evaluated through seminar presentation or viva-voce at the HEI, (marks will be given by a group of experts from HEI including the supervisor).
- At HEI, the intern will be evaluated through a seminar/viva voce on his work, by a duly constituted expert committee, on the following suggestive aspects.
 - Activity logbook and evaluation report of Internship Supervisor
 - Format of presentation and the quality of the intern's report
 - Acquisition of skill sets by the intern
 - Originality and any innovative contribution
 - Significance of research outcomes
 - Attendance Rules/Guidelines of UGC, Government of Gujarat and Birsa Munda Tribal University, Rajpipla will be applicable.

PROJECT REPORT GUIDELINES

The Project Report must be an Original One and Plagiarism rules will be applicable as per University instructions and guidelines. The Project Report carries 04 credits and shall be evaluated by the panel of examiners constituted by the University.

Every student shall prepare a report on one of the special topics from the subjects given below pertaining to the organization in which he has been placed for training. The report must contain data for minimum period of last five years or a student may prepare a research-based project on any one of the topics listed below.



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1. Accounting and Finance
2. Human Resource management,
3. Financial management,
4. Marketing Management.

GENERAL INSTRUCTIONS FOR PREPARATION OF REPORT:

- The Practical Studies curriculum shall be assigned an overall 04 credits equivalent work load.
- All the students shall draft their report independently, which shall be checked and certified by the faculty concerned
- The Student shall prepare his/her Practical Studies report in two copies, First Copy submitted to College, Second copy as his/her Personal Copy.
- Draft report must be in the following format:
 - a. Report must be typed in the Font size 14pt, Time New Roman, 1.5 spacing in A4 size paper and printed on both sides of paper.
 - b. Title Page: Full name of students, Semester number, roll/seat number, name of business unit visited, name of academic institutions, etc.
 - c. Guide certificate
 - d. Student's declaration regarding originality of the report.
 - e. Acknowledge
 - f. Preface/Introduction
 - g. Index with contents and page number
 - h. Main part of the report
 - i. Conclusion and suggestions
 - j. Bibliography(if any)
 - k. Appendix(if necessary)
- Only Practical aspects are required. Therefore, the Book-concepts should be avoided from the report so far possible.

The report shall be assessed by the panel of examiners appointed by the University. The student also shall be examined by Viva-voce by the same panel of examiners.