



**RAJIV GANDHI UNIVERSITY OF KNOWLEDGE TECHNOLOGIES**

**Department of Computer Science and Engineering**

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### **Internship Evaluation Rules**

#### **I. Project Registration:**

1. All the students should register their projects with their respective Class Representative **before 21/07/2016, 5PM.**
2. Each Class Representative should compile the project details of respective class and submit the same to the Internship In-charge on 21/07/2016 after 5PM.
3. In case any student does not register his/her project details within the given time, his/her internship project will not be considered for evaluation and treated as Remedial.

#### **II. Eligibility for Evaluation:** The project will be considered for evaluation only if the following conditions are met.

1. The duration of internship should not be less than **45 days** for the students who have done internship in private institutes/companies/organizations and should not be less than **30 days** for the students who have done internship in State/Central Government organizations/PSU's/IIT's etc.
2. Genuine Internship certificate should be produced at the time of evaluation.

#### **III. Evaluation Date and Time: 23/07/2016, 9 AM**

#### **IV. Marks Distribution:**

The maximum marks for Internship evaluation is 100. The following distribution of marks will be followed during evaluation:

1. Project Supervisor Marks will be scaled to 30 Marks (Marks will be awarded only if project supervisor/Institute sends evaluation sheet to the Head of the Department through post).

2. A panel of faculties will evaluate the project for 70 Marks. Out of which 40 Marks are for Work done, 20 Marks are for Report and 10 Marks for Presentation.

Note: Record Marks will be given only if the record is prepared in proper format and submitted (Soft and hard copy) at the time of evaluation.

## **V. Presentation Guidelines:**

1. **Slides preparation:** The following sections should be included in the slides

- First slide - Project name, Students names with Roll numbers, Institute name where the project is done, RGUKT logo and institute logo(If any)
- Table of Contents/Overview
- Gantt Chart
- Introduction
- Problem statement (optional but mandatory for research project)
- Tools/Technologies used
- Design of project
- Results/Output along with Screenshots
- Conclusion and Future Scope(if any)
- References

### **Note:**

1. Number of slides should not exceed 20.
2. Along with the above specified sections, students can also include other sections according to their project.
3. An example for Gantt chart is available in the attached document.

## **2. Presentation:**

- i) All the Students must be present in the allocated class before specified time failing which their project will not be evaluated. (Panel wise project details will be given on 22/07/16 evening)
- ii) All the students must be in formal dress or RGUKT uniform.

- iii) The presentation should be shared among group members and each member of the group must give presentation and he/she has to clearly specify their contribution towards completing the project.
- iv) Each member of the group should have complete knowledge of the project and should be in a position to explain about the tools/technologies used in the project and give a live demo of the project.
- v) Maintain time properly during the presentation. Keep in mind that each group can be given a maximum of 10Minutes for presentation and 5 Minutes for Q&A.

**VI. Internship Extension:** Internship can be extended for a minimum of 15 days due to the following reasons.

1. Internship project work is not sufficient.
2. Each member or group does not have good knowledge of the project work and the tools/technologies used in the project.
3. Each member's contribution to the project is not satisfactory.
4. Student is absent for Internship evaluation.

Note: Those who got project extension should complete the project and gain knowledge about the project without missing regular academic activities.

**VII. Evaluation of Extended / Remedial Projects:**

1. Students who got project extension will be evaluated with a deduction of 20% Marks.
2. The date and time will be provided by the Internship In-Charge after a minimum of 15 days from the day of internship evaluation.

**Instructions to Class Representatives:**

1. Make sure that each classroom has at least one MARKER (Filled with ink) with DUSTER.
2. Make sure that the projector is in working condition.

3. Collect soft copies of all documents (Presentation, Report, Code, etc.) of respective class students and submit the same to Internship In-Charge.

**With Best Wishes,**

HOD & Faculty

CSE Department.

For any Queries Contact:

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