



Summer Internship Project

At the end of Second Semester each student shall undertake a Summer Internship Project (SIP) for 8 weeks. It is mandatory for the student to seek advance written approval from the faculty guide and the Director of the Institute about the topic and organization before commencing the SIP. 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. Ideally the SIP should exhibit a cross-functional orientation if possible. The student shall submit a written structured report based on work done during this period on the basis of suggested guidelines and research methodology. SIP may be a research project – based on primary/secondary data or It may be an operational assignment involving working by the student on a given task/assignment/project/ etc. in an organization / industry. It is expected that the SIP shall sensitize the students to the demands of the workplace. The learning outcomes and utility to the organization must be specifically highlighted.

The report should be well documented and supported by:

- **Certificate From the Institute**
- **Certificate from Organization**
- **Acknowledgements** – You have acknowledge the efforts and help from all the persons/ organisations etc. who have helped in completion of the project.
- **Executive Summary** – This is summary of the SIP report done by the student. It should cover all points of the project report, task/problem, methodology, relevant activities, learning and benefits to the host organisation. May not exceed 4 /5 pages
- **Objectives of the Study/SIP:** This may include Management Dilemma, Management Question, Research Question, along with the objectives of the study. It may include the Tasks or Activities undertaken and its brief description.
- **Company/Organisation Profile:** Vision/Mission/ Values of the organisation, the products or services it offers, area of operation, Locations, number of employees, organisational chart, competitors, market share, achievements/ honours, certificates such as ISO if any.
- **Methodology/Research Methodology:** This section should contain the methodology followed to solve the problem or to complete the Task. It may include the statement of the problem, Hypothesis, research type, design, sources of data etc. Here the theory of RM is not expected. According to your title the practical information is expected.
- **Data Analysis and Interpretations:** Data collected during the project work as related. Statistical information and Hypothesis testing if any.
- **Relevant Activity Charts, Tables :** This may include statistical information of the organisation/tables/diagrams/flowcharts in relation with the topic.
- **Learning from the Project and Benefits to the organisation:** This may include your learning from the project and its benefits to the host organisation.
- **Suggestions and Recommendations:** Suggestions and recommendations to the stakeholders.
- **Conclusion**
- **References in appropriate style:** APA, Harvard, Chicago etc. All references used for completion of the SIP report, Books / Journals / Magazines/Company Reports etc or e-Resources.
- **Appendix:** this may include the questionnaires, Data Sheets etc. if any.

The student shall submit TWO hard copies & one soft copy (CD) of the project report before **30th September** in Semester III. The Institute shall conduct an **internal viva-voce for evaluation of the SIP for 50 marks**. The Panel shall comprise of the Internal Faculty Guide & One additional faculty nominated by the Director. There shall be an **external viva-voce** for the SIP for 50 marks by the panel of external faculty members nominated by the University