

LONG TERM INTERNSHIP

Project report submitted

in partial fulfillment of the requirements for the award of the Degree of

BACHELOR OF COMMERCE

By

PUJARI VENU

(Reg. No: 120130803151)

Under the Esteemed Guidance of

MV. BHANUMATHI

(Lecturer in Hindi)

MI.PRASANNA KUMAR

Head of the Department

Department of Commerce



Mrs. A.V.N.College

(Affiliated to Andhra University)

Visakhapatnam-530001

2022-2023

**PROGRAM BOOK FOR
SEMESTER INTERNSHIP**



Name of the Student: PUJARI VENU

Name of the College: MRS AVN COLLEGE

Visakhapatnam.

Registration Number: 120130803151

Period of Internship: 15 weeks (540 Hours) **From:** 01.04.2023 **To:** 14.07.2023

Name & Address of the Intern Organization:

ICTE Private Limited, Plot No. 24, Opposite Y School, Srinivasa Nagar, GITAM College
Road, Visakhapatnam, Andhra Pradesh.

Mrs AVN COLLEGE, Visakhapatnam.

Andhra University

YEAR 2022-2023

An Intercollegiate Competition

THE INTERCOLLEGE PROJECT



TALENT

Department of English, Government College, Bangalore

Department of English

Government College, Bangalore

Dr. M. S. Srinivasan

Department of English

Govt. Arts College

Bangalore

Organized by:

Dr. M. S. Srinivasan

Reg. No. 1001900111

Department of English

Govt. Arts College

Bangalore

Student's Declaration

I, **PUJARI VENU** a student of **B.COM (GENERAL)** Program, Reg. No. **120130803151** of the Department of Commerce, **Mrs AVN COLLEGE VISAKHAPATNAM**, do hereby declare that I have completed the mandatory internship from **01.04.2023** to **14.07.2023** (540 Hours) in **IICTE Private Limited**, Visakhapatnam, under the Faculty Guideship of **Smt. MV. BHANUMATHI**, Department of **Hindi**, **Mrs AVN COLLEGE**, Visakhapatnam.


(Signature and Date)



Official Certification

This is to certify that *PUJARI VENU* Reg. No. *120130803151* has completed his/her Internship in *IICTE Private Limited, Visakhapatnam* on **TAX AND INVOICE Project** under my supervision as a part of partial fulfilment of the requirement for the Degree of *B.COM (GENERAL)* in the Department of *Commerce, Mrs AVN COLLEGE, Visakhapatnam.*

This is accepted for evaluation.


(Signatory with Date and Seal)

Endorsements


Faculty Guide

Head of the Department


Principal **PRINCIPAL**
Mrs. A.V.N. COLLEGE
VISAKHAPATNAM

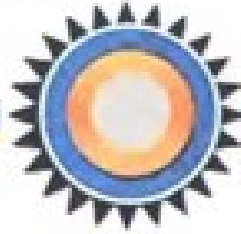
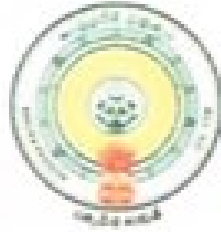
Certificate from Intern Organization

This is to certify that *PUJARI VENU* Reg. No. *120130803151* of *Mrs AVN COLLEGE, Visakhapatnam*, underwent internship in *IICTE Private Limited, Visakhapatnam* from 01.04.2023 to 14.07.2023 (540 HOURS).

The overall performance of the intern during his/her internship is found to be Satisfactory.


Authorized Signatory with Date and Seal

Estd: 1860



Long Term Internship Certificate

This is to certify that

PUJARI VENU

Mrs.A.V.N. College

has successfully completed 15 weeks

TALLY

During Apr-Jul 2023

Supported By IICTE

Mrs.A.V.N.College
Visakhapatnam,Andhra pradesh



Director
IICTE PVT LTD

Contents

S. No	Name of the Content	Page No.
1	INTRODUCTION	
2	CHAPTER 1: EXECUTIVE SUMMARY	
3	CHAPTER 2: OVERVIEW OF THE ORGANIZATION	
4	CHAPTER 3: INTERNSHIP PART	
5	ACTIVITY LOG FOR THE FIRST WEEK	
6	WEEKLY REPORT WEEK-1	
7	ACTIVITY LOG FOR THE SECOND WEEK	
8	WEEKLY REPORT WEEK-2	
9	ACTIVITY LOG FOR THE THIRD WEEK	
10	WEEKLY REPORT WEEK-3	
11	ACTIVITY LOG FOR THE FOURTH WEEK	
12	WEEKLY REPORT WEEK-4	
13	ACTIVITY LOG FOR THE FIFTH WEEK	
14	WEEKLY REPORT WEEK-5	
15	ACTIVITY LOG FOR THE SIXTH WEEK	
16	WEEKLY REPORT WEEK-6	
17	ACTIVITY LOG FOR THE SEVENTH WEEK	
18	WEEKLY REPORT WEEK-7	
19	ACTIVITY LOG FOR THE EIGHTH WEEK	
20	WEEKLY REPORT WEEK-8	
21	ACTIVITY LOG FOR THE NINTH WEEK	
22	WEEKLY REPORT WEEK-9	
23	ACTIVITY LOG FOR THE TENTH WEEK	
24	WEEKLY REPORT WEEK-10	
25	ACTIVITY LOG FOR THE ELEVENTH WEEK	

26	WEEKLY REPORT WEEK-11	
27	ACTIVITY LOG FOR THE TWELVETH WEEK	
28	WEEKLY REPORT WEEK-12	
29	ACTIVITY LOG FOR THE TWELVETH WEEK	
30	WEEKLY REPORT WEEK-13	
31	ACTIVITY LOG FOR THE THARTEENTH WEEK	
32	WEEKLY REPORT WEEK-14	
33	ACTIVITY LOG FOR THE FOURTEENTH WEEK	
34	WEEKLY REPORT WEEK-15	
35	ACTIVITY LOG FOR THE FIFTEENTH WEEK	
36	Student Self Evaluation of the Semester-term Internship	
37	Evaluation by the Supervisor of the Intern Organization	
38	Photographs	
39	References	

Estd: 1860

INTRODUCTION

Internship is an integral platform for anyone to gain experience in the actual work place. Thus, Internship is a good opportunity for students to learn, to gain experience and also to make preparations. Men learn through experience and real life is full of different kinds of experiences. We will encounter many difficulties and obstacles and with experiences we are expected to be able to encourage and complete the process. Experience in my eyes is a very valuable thing in life because we need to be brave in taking risks. It is also not something that we simply create, but we need to undergo through it. By doing my internship in an actual work environment, it helps me to know and discover myself from different angles. It also helps me to control and develop my attitude towards dealing with different kinds of people and situations.

I have decided to take the internship course to grab the golden opportunity to apply theoretical knowledge that I have in a real working environment. Through college, I learned about theories but doing an internship, I learned a practical approach on dealing with the real world. Even though it was not that much, it still has profound results in some aspects of my life. In some ways, through internship, I also have learned that I am still lacking as an individual and employee. Internship helps me to identify my weaknesses and also my strengths. "Experience without theory is blind, but theory without experience is mere intellectual play". The other reason why I choose to take the internship is as preparation for a more challenging work environment and situation. Our life in college is incomparable with real working experience. A working life is very challenging as it requires great effort, commitment and abilities; those are something that I need to be prepared and trained to.

Apart from that, I really want to gain professional experience and skills by taking the internship course. At the same time, I also want to improve my communication skills and ability to interact with people. I realize that by being part of society, I will need to meet different people around the office and I will have to communicate with them to settle their needs. Undergoing internship also helps to make me learn on how to work in a systematic organization. It helps me to learn how to be independent in accomplishing my tasks. Besides, all knowledge that I have learnt through my classroom learning in the classroom can be implemented through an internship. Not only that, by doing an internship, I am able to undergo challenges which are normal in a working life setting.

CHAPTER I: EXECUTIVE SUMMARY

This report provides an overview of the Tally prime Internship program, highlighting the key accomplishment, experience, and learning during the internship period. The internship aimed to provide practical exposure to the Tally prime Software and its functionalities, as well as to develop skills in accounting and business management.

During the internship, significant progress was made in various areas. The interns gained a comprehensive understanding of Tally prime, an advanced accounting software widely used by business for financial management. They explored the features and capabilities of Tally prime, including data entry, invoicing, inventory management, financial statement, and taxation.

The internship program also focused on enhancing the interns' accounting skills. They were exposed to various accounting principles and practices, such as double entry, bookkeeping, ledger.

CHAPTER2: OVERVIEW OF THE ORGANIZATION

Suggested Contents

A. Introduction of the Organization

Company which provides technology solutions to over customers with convergence of media, the changing landscape of the industries is becoming extremely competitive. As companies rapidly strive to gain a competitive advantage, **IICTE** helps companies innovative and transforms its unique insights, differentiated services and flexible partnering models. This helped our customers reduce operating costs and generate new revenue streams. We provide high end business solutions for complex business utilizing current technologies with expert professions in software industries. Our project is based on the principles of highest quality, longest reliability, lowest cost and complete customer satisfaction.

At **IICTE PVT LTD** we provides **Software Products, IT services, HR consultancy, Security Systems**, and various **Transaction Processing Services**. **IICTE** has integrates its products and services to create customized solutions to allow you to undertake technology-based business transformation that allows reorganization in line with today's dynamic digital business environment.

B. Vision, Mission and Values of the Organization

IICTE PVT LTD is a service provider company committed to help business providing qualified resources, and professional services with the highest quality in different areas and we will leverage our strengths to execute complex global-scale projects to facilitate leading-edge products and services affordable to all consumers and business in India. As **IICTE** has developed its quality initiative and casts its process with perfect customization as per the client needs while meeting the defined standards. So here we will offer unparalleled value to create customer delight and enhance business productivity.

So quality is our measurable factor for us. It is our responsibility towards our valued clients who are the very cause of our existence.

C. Policy of the Organization in relation to the intern role

In the competitive IT services industry, it's difficult to know what differentiates one company from the other, so to keep pace with today customer-driven business environment; companies must re think their business processes. As companies are facing increasing competitive pressure and are inhabitant by inefficient IT systems, it is clear that current enterprise applications are no longer meeting the business demands. So with **IICTE** , you can be certain that we put our customer's interests first: we take a unique approach to fostering client, member (employee) and customer's satisfaction.

IICTE PVT LTD delivers solutions that address this with flexible enterprise applications that can be delivered quickly and cost- effectively into complex environments. The IICTE PVT LTD team represents the architecture of our approach. It governs how we deliver services to clients, how we interact with members and how we respond to customers requirements. IICTE is committed to helping our clients with win and grows to

D: Organizational Structure

IICTE PVT LTD is a globally focused services provider spread for serving customers, providing end-to end services from IT development.

Our business encompasses a complete range of services that covering **IT development, HR-Consultancy** and various security systems etc. We endeavor to further extend our efforts beyond the traditional value chain by developing and deploying complete user friendly solutions for the entire spectrum of society.

Company area of business in IT side:

- ❖ Application development & maintenance
- ❖ Package implementation
- ❖ Web solutions
- ❖ Multimedia
- ❖ Content development
- ❖ Product design services
- ❖ Software development
- ❖ Web designing/ web publishing
- ❖ Graphics
- ❖ Data processing
- ❖ Hardware consultancy
- ❖ Wireless solutions
- ❖ Network solutions
- ❖ IT training
- ❖ Video conference
- ❖ Web hosting

D. Roles and responsibilities of the employees in which the intern is placed.

- ❖ Business communication skills
- ❖ Team building
- ❖ Team working skills
- ❖ Personal productivity (motivation)
- ❖ Creative thinking
- ❖ Presentation skills
- ❖ Leadership for project leaders
- ❖ Time and self management
- ❖ Effective meetings
- ❖ Cross culture.

E. Performance the Organization Terms of turnover, profits ,market reach and market value.

Traditionally, a marketing plan includes the four P's: Product, Price, Place, and Promotion. For a software company business plan, your marketing strategy should include the following:

Product: In the product section, you should reiterate the type of software company that you documented in your company overview. Then, detail the specific products or services you will be offering. For example, will you provide open source programming SaaS products, or software to support Microsoft systems?

Price: Document the prices you will offer and how they compare to your competitors. Essentially in the product and price sub-sections of your plan, you are presenting the products and/or services you offer and their prices.

Place: Place refers to the site of your software company. Document where your company is situated and mention how the site will impact your success. For example, is your software company located in a professional technology park, a standalone building or is it purely online? , Discuss how your site might be the ideal location for your customers.