JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY ANANTAPUR
(Established by Govt. of A.P., Act. No. 30 of 2008)
ANANTHAPURAMU-515 002 (A.P.) INDIA

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Date: 14-02-2023

To
The Principals of the Non-Autonomous Constituent and Affiliated Engineering Colleges
JNTUA, Ananthapuramu

Sir/Madam,

Sub:- JNTUA, Anantapur – Academic & Planning – B.Tech.- R20 Regulations – Community Service project & Short-Term Internship – Evaluation Guidelines – Communicated – Regarding.

Ref:- Note orders of the Vice-Chancellor, dated:13-02-2023.

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Andhra Pradesh State Council of Higher Education (APSCHE) has issued certain guidelines for ensuring transparency and accountability in evaluation of community service projects and short-term Internships.

As per the B.Tech. R20 regulations, community service projects and short-term Internship during the summer vacation after IV & VI semesters respectively is made mandatory for all the engineering institutions under JNTUA. APSCHE has come up with Model Program Books for effective implementation of the above activities and the same has been circulated to all the colleges under JNTUA.

Vide ref cited, I am by the direction informing that guidelines issued by APSCHE are to be followed for Ensuring Transparency and Accountability in Evaluation of Community Service Projects and Short-Term Internships.

REGISTRAR

Copy to The Director of Evaluation, JNTUA for information and necessary action.
Copy to PA to V.C/Rector/Registrar.
Copy to file.

JNTUA – B.Tech. R20 Regulations
Guidelines for Ensuring Transparency and Accountability in Evaluation of Community Service Projects and Short-Term Internships

Preamble:

The Government of Andhra Pradesh vide G.O. Ms. No. 46, dated: 22-12-2020, introduced 4-year degree programme with mandatory 2 months of Community Service Project, 2 months of Short-term Internship and 6 month of full semester Internship/Apprenticeship/On the Job Training.

The AP State Council of Higher Education has issued guidelines for the conduct of the mandatory Community Service Project and Internships. And the APSCHE has also circulated Model Program Books along with the evaluation criteria for the same.

The AP State Council of Higher Education is now bringing out the guidelines for ensuring transparency and accountability in the conduct of the mandatory Community Service Projects and Internships to realize the objectives of –

- Bringing about an attitudinal change in the students and help them to develop societal consciousness, sensibility, responsibility, and accountability and make them socially responsible citizens.

- Integrating theory and practice. Making the students develop work habits and attitudes necessary for job success along with acquiring additional skills required for the future world of work.

It is obvious that unless accountability and transparency are ensured in the entire gamut of these internships, students could not reap the envisaged benefits. Hence the following guidelines are formulated by APSCHE for the effective implementation of the curriculum by Universities and Colleges.

FOR COMMUNITY SERVICE PROJECT (CSP)
Evaluation by the College

o There shall only be internal evaluation.
o The assessment is to be conducted for 100 marks.
o The weightings shall be:
  - Activity Log- 20 marks
  - Community Service Project Implementation- 30 marks
  - Mini Project Work- 25 marks
  - Oral Presentation -25 marks
o Later the marks shall be converted into grades and grade points to include finally in the SGPA and CGPA, by the Affiliating University.

Post Evaluation by the College (In the Affiliating University)

1. After completion of the internal evaluation of the CSP at the College, **all the** Program Books, with the Evaluation pages used by the Examiners intact shall be submitted to the Controller of Examinations of the Affiliating University along with the Awards List (Statement of Marks), within **THREE** working days after the last date of submission of the report by the students is announced by the university.

2. The University shall randomly select using a Software Program 5% of the Program Books submitted by each College for a second valuation to check the consistency and accuracy of evaluation.

3. Spot valuation of the randomly selected Program Books shall be conducted by Examiners drafted from different colleges, ensuring that the examiner shall not evaluate the Program Books of his/her own college. Measures shall be taken to ensure that the Examiners are not aware of the College which they are evaluating (coding and decoding).

4. Valuation shall be done only for Activity Log, Community Service Project Implementation and Mini Project Work, excluding Oral Presentation.

5. While evaluating the student's Activity Log, the following shall be considered -
   a) The individual student's effort and commitment.
   b) The originality and quality of the work produced by the individual student.
   c) The student's integration with the work assigned.
   d) The completeness of the Activity Log.

6. The assessment for the Community Service Project implementation shall include the following components and based on Weekly Reports and Outcomes Description
   a. Details of the Socio-Economic Survey of the village/habitation.
   b. Problems identified.
   c. Community Awareness Programs organized.
   d. Suggested Short-Term and Long-Term Action Plans.

7. If the marks awarded in the internal valuation by the college and the marks awarded by the examiner in the Spot Valuation vary by more than **50%**, **all the** Program Books of that College shall be valued by the Examiner in the Spot Valuation and the marks awarded by the Examiner in the Spot Valuation shall be final.

8. The Program Books may be discarded by the university/college after the completion of three years of study of that batch of students.

Appreciation for Community Service Projects:

1. Colleges having less than 250 admitted strength shall submit the details of THREE best community service project reports to the concerned university

2. Colleges having more than 250 admitted strength shall submit the details of the FIVE best community service project reports to the concerned university.

3. Further, the universities must constitute a committee to select the best THREE community service project reports from their university, in each academic year and communicate the same to APSCHE for State-Level Appreciation Awards.

FOR SHORT TERM INTERNSHIP (STI)

Evaluation by the College

o There shall only be internal evaluation.
o The assessment is to be conducted for 100 marks.
o The weightings shall be:
- Activity Log -25 marks
- Internship Evaluation- 50marks
- Oral Presentation -25 marks

o Later the marks shall be converted into grades and grade points to include finally in the SGPA and CGPA, by the Affiliating University.

Post Evaluation by the College (In the Affiliating University)

1. After completion of the internal evaluation of the STI at the College, **all the** Program Books, with the Evaluation pages used by the Examiners intact shall be submitted to the Affiliating University along with the Awards List (Statement of Marks), within **THREE** working days after the last date of submission of the report by the students is announced bythe university.

2. The University shall randomly select using a Software Program 5% ofthe Program Books submitted by each College.

3. Spot valuation of the randomly selected Program Books shall be conducted by Examiners drafted from different colleges, ensuring that the examiner shall not evaluate the Program Books of his/her own college. Measures shall be taken to ensure that the Examiners are not aware of the College which they are evaluating (coding and decoding).

4. Valuation shall be done only for Activity Log and Internship Evaluation, based on Weekly Reports and Outcomes Description in the Activity Log. Oral Presentation shall be excluded.

5. While evaluating the student's Activity Log, the following shall be considered –
   a) The individual student's effort and commitment.
   b) The originality and quality of the work produced by the individual student.
   c) The student's integration with the work assigned.
   d) The completeness of the Activity Log.

6. The Internship Evaluation shall include the following components and based on Weekly Reports and Outcomes Description
   a. Description of the Work Environment.
   b. Real Time Technical Skills acquired.
   c. Managerial Skills acquired.
   d. Improvement in Communication Skills.
   e. Team Dynamics
   f. Technological Developments recorded.

7. If the marks awarded in the internal valuation by the college and the marks awarded by the examiner in the Spot Valuation vary by more than **50%, all the** Program Books of that College shall be valued by the Examiner in the Spot Valuation and the marks awarded by the Examiner in the Spot Valuation shall be final.

8. The Program Books may be discarded by the University/college after the completion of three years of study of that batch of students.