



# Report on COMMUNITY SERVICE PROJECT



DK GOVERNMENT COLLEGE FOR  
WOMEN(A)  
NELLORE



# A BRIEF REPORT ON COMMUNITY SERVICE PROJECT

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As per the order of the AP State Government GOMS No.9, Higher Government (EC) Dept. dt.11/03/2022 Commissinate Of Collegiate Education issued proceedings RC No.3/CCE-A Cad.Cell-Policies/AC-6/2022 there shall be mandatory internship for all UG programs for 10 months –1<sup>st</sup> Internship (Community Service Project) after the end of 2<sup>nd</sup> Semester Examination ,2<sup>nd</sup> Internship/Apprenticeship/Internship/On the job training after the end of the 4<sup>th</sup> Semester Examination and the 3<sup>rd</sup> and final Apprenticeship/ Internship/On the job training in 5<sup>th</sup> or 6<sup>th</sup> Semester to ensure that the students develop hands on technical skills which will be of great help in facing the world of work along with developing Social Consciousness and Compassionate Commitment towards the neighborhood.

## COMMUNITY SERVICE PROJECT:

Community Service Project is an experimental learning strategy that integrates meaningful Community Service with instruction, participation, learning and community development. Community Service Project involves students in community development and services activities and applies the experiences to personal and academic development .Community Service Project is meant to link the community with the college for mutual benefit. The community will be benefitted with the focused contribution of the college students for the village/local development. The college finds an opportunity to develop social sensibility and responsibility among the students and also emerge as a socially responsible institution.

## **Standard Operating Procedure (SOP) for Community Service Project (1<sup>st</sup> Internship)**

### **I Duration:**

The Community Service Project shall be held after the completion of 2<sup>nd</sup> semester examinations, i.e during intervening summer of 2<sup>nd</sup> semester and 3<sup>rd</sup> semester for the duration of 4 weeks (100 Hours). The Community Service Project can be done anytime during III to VI semesters, including on weekends or holidays, completing the mandatory 4 weeks as per the APSCHE Guideline – Corrigendum cited vide reference no.3.

### **II Schedule:**

- ❖ Socio-Economic Survey of the Village/Habitation (One weeks)
- ❖ Community awareness campaign (One week)
- ❖ Main Project Implementation (One week)
- ❖ Project Report writing (One week)

### **III Implementation of the CSP:**

- A group of students or even a single student could be assigned for a particular habitation or village or municipal ward, as far as possible, in the near vicinity of their place of stay, so as to enable them to commute from their residence and return back by evening or so.
- Each faculty member is to be assigned with a class/ section/ group of 10 to 15 students depending upon availability of the faculty members. The faculty member will act as a faculty-mentor for the group and is in-charge for the learning activities of the students and also for the comprehensive and continuous assessment of the students.
- All the Regular, Contract, Guest faculty shall be involved in CSP as faculty – mentor for a group of students.
- The Community Service Project should be different from the regular programmes of NSS/NCC/Green Corps/Red Ribbon Club, etc in an adopted village. Students shall be given choice to take up CSP in the habitation or village or municipal ward of their own choice/convenience.
- The Community Service Project is a twofold one –
  - ❖ First, the student/s could conduct a survey of the habitation, if necessary, in terms of their own domain or subject area. For ex., a

student of Arts will focus on socio-economic conditions, social survey and about the Government's social security schemes. A student of Sciences could take up a survey on the health and hygiene conditions of that habitation, similarly, with other subject areas too. Or it can even be a general survey, incorporating all the different areas. A common survey format could be designed. This should not be viewed as a duplication of work by the Village or Ward volunteers; rather, it could be another primary source of data.

- ❖ Secondly, the student/s could take up a project work related to their domain or subject area.

#### **IV Role of the Teacher/Mentor:**

- a) The faculty mentor shall provide necessary orientation and training for the students on methodology for survey, preparation of questionnaire, maintenance of Log Book, Project report and writing etc.,
- b) To assign a village/ habitation/ municipal ward to each student as per the choice of the student/convenience.
- c) To guide the students in conducting socio economic Survey in the assigned village/ habitation/ municipal ward.
- d) To guide the students to take up Community awareness campaign/special camps and to act as resource person when required.
- e) To verify and countersign the Log Book of each student
- f) To guide the students in implementation of the project and Project report.
- g) To evaluate the project and award the grade based on the active participation of the student as per the assessment methodology

#### **V Procedure:**

##### **1. Socio-Economic Survey of the Village/Habitation – log book**

A group of students under the guidance of faculty mentors conduct a Socioeconomic Survey of the Village/habitation. They will interact with people to acquire basic knowledge on the project chosen for study and conduct the survey using a structured questionnaire.

##### **2. Community awareness campaign**

The students group takes up community awareness campaigns based on the above survey conducted by identifying the problems or vulnerable



issues. They may also conduct house to house campaign on socially relevant theme. Ex: Government welfare programs, health care, consumer protection, food adulteration, digital transactions, information sources, etc.

### 3. Project Implementation

A group of students choose a topic related to their subject area and conduct a Project which includes, Data collection, interviews, internship in any select unit or department.

### 4. Project Report

The student should submit a project report duly signed by the mentor.

## VI Assessment Methodology:

- ❖ There will be only internal evaluation for CSP internship.
- ❖ The faculty member will act as a faculty-mentor for the group and is in-charge for the learning activities of the students and also for the comprehensive and continuous assessment of the students.
- ❖ The assessment is to be conducted for 100 marks.
- ❖ 4 Credits to be allocated for Community Service Project within the Choice Based Credit System (CBCS).
- ❖ **Assessment Components:**

| S.No | Assessment Component   | Max Marks |
|------|------------------------|-----------|
| 1.   | Project Log            | 20        |
| 2.   | Project Implementation | 30        |
| 3.   | Project Report         | 25        |
| 4.   | Project Presentation   | 25        |
|      | Total:                 | 100       |

## VII Internal viva committee:

An internal Viva shall be conducted by a committee constituted by the principal of the college. The committee shall consist of the following members;

1. Mentor/ faculty in-charge of CSP
2. One faculty member from other departments within the same course combination
3. One faculty member from Languages/ other courses

## **IMPLEMENTATION OF CSP:**

Community service project is being implemented successfully in our college for the first and second year students in a laudable way as per the SOP issue by the CCE. 10 to 15 students were allotted for each Teaching staff member. Total 50 lectures were guided the students for implementing the CSP. Our college students were did their survey in nearest colonies to our college and some of our students did their CSP in their home villages or hamlets.

## **INSENTIVES FOR BEST CSP BY THE GOVERNMENT:**

In order to encourage the students and mentors [faculty] the Commissioner, Collegiate Education desires to institute state level best CSP awards for B.A, B.com[General] , B.com[CA] , B.Sc in Mathematics and Biological sciences steams [one Award for each stream] .In this regard , the best project on community service have to be identified / selected at college level ,district level and Zonal level for the final level selection at the state level. Selection of best for this purpose the state level committee shall consists of followingmembers

1. CCE – Chairman
2. JD/RJDCE/ AGO Member
3. Principal/ Subject Expert -5 members
4. Academic Officer – 2Members

At college level, The Principal constituted a committee for the screening of CSPs of various subjects. The Committee was selected 6 CSP projects in various streams and sent to the RJDCE, Guntur for the further evaluation to the selection of best CSP at Zonal Level & State Level. Finally the Commissionerate of Collegiate Education announced that our college student of Miss. Bommali Keerthi, II BBA(Digital Marketing) did CSP project on “A Study on savings and Investment Awariness Pattern of Low Income Households in Pragathi Nagar Rural Area,Sri Potti Sriramulu Nellore, who is mentored by Sri B. Madhusudhana Rao, Faculty in Commerce got Best CSP award at state level in B.Com(General) Stream. This award was presented by Honorable Education Minister Sri Botcha Satyanarayana with a cash prize of Rs. 10,000 on 05.01.2023 at Vijayawada.Our B.A Students did their six months Internship at “Adani Krishna Patnam Port Pvt Ltd., Krishnapatnam Port in V Semester.

## Photo Gallery:

Ms.B.Keerthi, Receiving Cash prize of Rs.10000/- for State Level Best CSP project.



**FIGURE 1:Ms.B.KEERTHI,RECEIVING STATE LEVEL BEST CSP AWARD FROM HONOURABLE EDUCATION MINISTER SRI.BOTCHA.SATYANARAYANA GARU.**



















**Photo Gallery of 6 Months Internship at “Adani Krishnapatnam Port Pvt Ltd.,  
Nellore”**



