

An Internship Report on
System Administration

Submitted in accordance with the requirement for the degree of
B.COM(General)

Under the Faculty Guideship of
Dr.Sri.M.Muralidhar
Department of Commerce

Dr. V. S. Krishna Government Degree & PG College (A),
Visakhapatnam

Submitted by:

DONTALA KUSUMA

Reg. No: E20331026

Department of Commerce

Dr. V. S. Krishna Government Degree & PG College (A),
Visakhapatnam.



**Dr. V. S. Krishna Government Degree College(A)
Visakhapatnam
Reaccredited by NAAC with "A" grade (3rd cycle)**



**SEMESTER INTERNSHIP
(On-Site / Virtual)**

An Internship Report on
System Administration

Submitted in accordance with the requirement for the degree of
B.COM(General)

Under the Faculty Guideship of
Dr.Sri.M.Muralidhar
Department of Commerce

Dr. V. S. Krishna Government Degree & PG College (A),
Visakhapatnam

Submitted by:

DONTALA KUSUMA

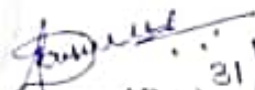
Reg. No: E20331026

Department of Commerce

Dr. V. S. Krishna Government Degree & PG College (A),
Visakhapatnam.

Student's Declaration

I, **DONTALA KUSUMA** a student of *B.COM(General)* Program, Reg. No. **E20331026**, of the Department of English, **Dr. V. S. Krishna Government Degree & PG College (A)**, do hereby declare that I have completed the mandatory internship from **01.03.2023** to **31.05.2023** in **IICTE Private Limited**, Visakhapatnam, under the Faculty Guideship of **Dr.Sri.M.MURALIDHAR**, Department of Commerce, **Dr. V. S. Krishna Government Degree & PG College (A)**, Visakhapatnam.


(Signature and Date) 31/5/23.

Official Certification

This is to certify that **DONTALA KUSUMA** Reg. No.E20331026 has completed his/her Internship in *HCTE Private Limited, Visakhapatnam* on *System Administration* under my supervision as a part of partial fulfilment of the requirement for the Degree of **B.COM(GENERAL)** in the Department of **Commerce** *Dr. V. S. Krishna Government Degree & PG College (A), Visakhapatnam.*

This is accepted for evaluation.

Endorsements

Faculty Guide

Head of the Department

Principal

D. Muralidhar
(Signatory with Date and Seal)

Dr.Muralidhar Dunna
M.com,MBA,M.Phil,PGDFMT,Ph.D
Lecturer in commerce
Dr.V.S.Krishna Govt.Degree College(A)
Visakhapatnam

D. Muralidhar

Certificate from Intern Organization

This is to certify that **DONTALA KUSUMA** Reg. No. *E20331026* Dr.
V. S. Krishna Government Degree & PG College (A), Visakhapatnam.

- underwent internship in *JICTE Private Limited, Visakhapatnam* from
01.03.2023 to 31.05.2023.

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



4
31/5/2023

Authorized Signatory with Date and Seal

Acknowledgements

It gives me an immense pleasure and pride to express my sincere gratitude and respect for my teacher and guide Sri. Dr. M. Muralidhar Lecturer in Commerce Dr. V. S. Krishna Government Degree & PG College (A) Visakhapatnam for his expert and inspiring guidance.

Also, I am very grateful to the head of the Department of Commerce, and the other faculty members of the Commerce Department for being a source of support during this project period.

I would like to extend my gratitude to my principal Sir Dr. I. Vijaya Babu for providing me all the necessary facilities that were required for successful completion of this internship.

I also thank ICTE Private Limited, Visakhapatnam for providing internship opportunity.

My special thanks to the internship trainer Sri. E. Nageswara Rao for their constant support, encouragement and timely advice.



Signature of the student

Contents

S. No	Name of the Content	Page No.
1	INTRODUCTION	10
2	CHAPTER 1: EXECUTIVE SUMMARY	11
3	CHAPTER 2: OVERVIEW OF THE ORGANIZATION	11
4	CHAPTER 3: INTERNSHIP PART	12
5	ACTIVITY LOG FOR THE FIRST WEEK	16
6	WEEKLY REPORT WEEK-1	17
7	ACTIVITY LOG FOR THE SECOND WEEK	18
8	WEEKLY REPORT WEEK-2	19
9	ACTIVITY LOG FOR THE THIRD WEEK	20
10	WEEKLY REPORT WEEK-3	21
11	ACTIVITY LOG FOR THE FOURTH WEEK	22
12	WEEKLY REPORT WEEK-4	23
13	ACTIVITY LOG FOR THE FIFTH WEEK	24
14	WEEKLY REPORT WEEK-5	25
15	ACTIVITY LOG FOR THE SIXTH WEEK	26
16	WEEKLY REPORT WEEK-6	27
17	ACTIVITY LOG FOR THE SEVENTH WEEK	28
18	WEEKLY REPORT WEEK-7	29
19	ACTIVITY LOG FOR THE EIGHTH WEEK	30
20	WEEKLY REPORT WEEK-8	31
21	ACTIVITY LOG FOR THE NINTH WEEK	32
22	WEEKLY REPORT WEEK-9	33
23	ACTIVITY LOG FOR THE TENTH WEEK	34
24	WEEKLY REPORT WEEK-10	35
25	ACTIVITY LOG FOR THE ELEVENTH WEEK	36

26	WEEKLY REPORT WEEK-11	36
27	ACTIVITY LOG FOR THE TWELVETH WEEK	37
28	WEEKLY REPORT WEEK-12	38
29	Student Self Evaluation of the Semester-term Internship	39
30	Evaluation by the Supervisor of the Intern Organization	59
31	Photographs	64
32	References	67

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.

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.

Promotions. The final part of your software company marketing plan is where you will document how you will drive potential customers to your location(s). The following are some promotional methods you might consider:

- Quarterly press releases to industry-wide interest groups
- Engage in social media mining and marketing
- Offer informative blogs; become a speaker in seminars
- Create a strong presence at tech trade shows and conferences
- Give expert opinions on tech social media platforms
- Improve the SEO (search engine optimization) on your website for targeted keywords

F. Future Plans of the Organization.

Our speculations for the future say that AI, machine learning, and data science will affect all spheres, and software code will automate most jobs worldwide. And all the software running around the world will need experts in software engineering to develop, maintain, and improve their working. This means that the software engineer demand in the future is going to rise, for more managerial roles like taking care of automated software, etc.

The customer demands for software are altering daily in the market, which has opened the sphere of innovation for organizations. While the new technologies being used today demand new skills and the assistance of skilled and experienced software engineers, the software engineers are working hard to learn new languages and stay updated with the trends.

Along with skills, software engineers will need to possess higher levels of ethics and integrity to work in data privacy and transparent AI applications. Software engineers' future prospects will increase as they adapt to the ever-changing digital world around them.

1. Cloud services

2. Artificial Intelligence

3. Low code development

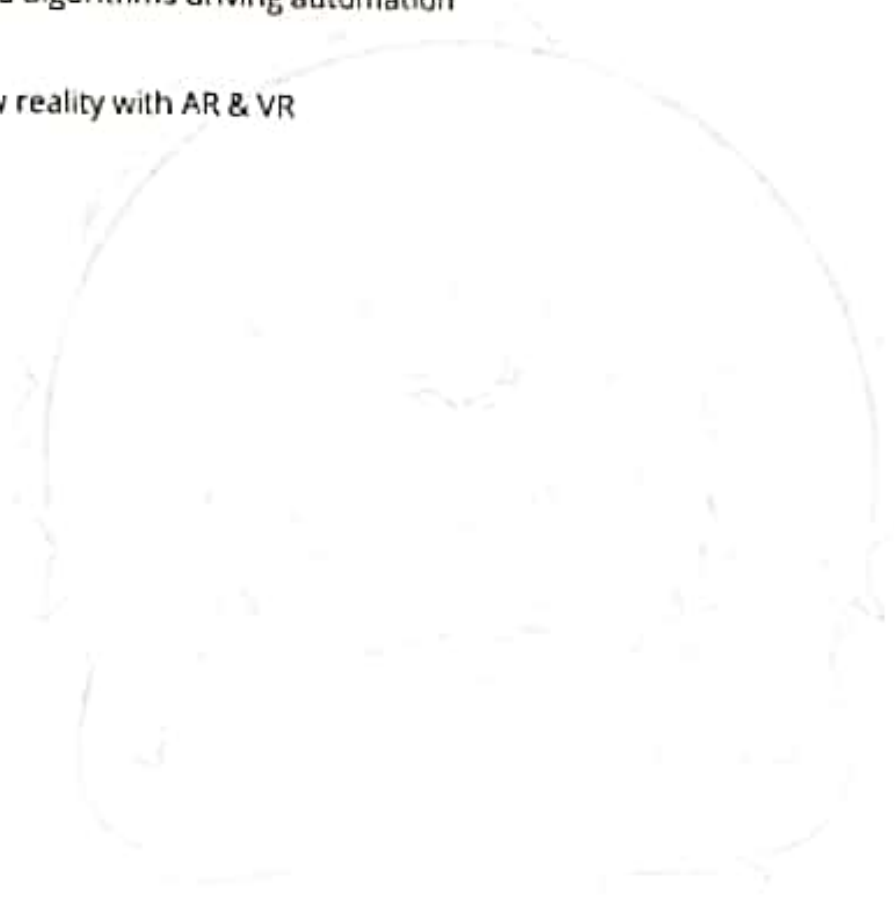
4. Blockchain technology

5. Cybersecurity


6. Introduction of new programming languages

7. Advanced algorithms driving automation

8. The new reality with AR & VR



WEEKLY ACTIVITY LOG
ACTIVITY LOG FOR THE FIRST WEEK

Day & Date	Brief Description of The Daily Activity	Learning Outcome	Person In-Charge Signature
Day -1	Computer and its Advantages	I understand the computer and receive and storage data	
Day -2	Peripherals	It is a internal & External Devices	
Day -3	CPU & Memory	It is a control the system ROM & RAM	
Day -4	Brief description about ROM	Read Only Memory. It is a permanent memory	
Day -5	Brief description about RAM	Random Access Memory. It is an volatile memory	
Day -6	RAM Slots, Types, PC Speed & Capacity	Briefly explain about the RAM primary devices	

WEEKLY REPORT
WEEK - 1. (From Dt..... to Dt.....)

Objective of the Activity Done:

CPU : Control Processing Unit

Detailed Report:

- * CPU Scheduling is the basis of multiprogrammed operating systems. By switching the CPU among processes, the operating system can make the computer more productive.
- * The short-term scheduler's main job is to choose a process from the Ready queue that is ready to run and assign the processor to it.
- * Windows implements a priority-driven, preemptive scheduling system - the highest priority runnable (ready) thread always runs, with the caveat that the thread chosen to run might be limited by the processors.
- * CPU scheduler selects a process among the processes that are ready to execute and allocates CPU to one of them.
- * A long-term scheduler determines which programs are admitted to the system for processing. It selects processes from the queue and loads them into memory for execution. process loads into memory for CPU scheduling

ACTIVITY LOG FOR THE SECOND WEEK

Day & Date	Brief Description of The Daily Activity	Learning Outcome	Person In-Charge Signature
Day -1	Explanation of FDD, HDD, CDD	HDD is helpful to show the information of Secondary Devices	
Day -2	Explanation of Mother Board parts	Mother Board is the main printer circuit Board	
Day -3	Communication is 1. Serial communication 2. parallel communication	It is Explain the differences between the phone & System	
Day -4	Hard Disc and its partitions	Hard disc is Primary, Secondary storage.	
Day -5	Students Doubts clarification-class.	in this class, students could be clarified their doubts	
Day -6	Small questionnaire on Topics	in this class so many questions are fully clarified	

WEEKLY REPORT
WEEK - 2. (From Dt..... to Dt.....)


Objective of the Activity Done:

(1) Serial Communication
Communication :- (2) parallel Communication

Detailed Report:

- * Serial Communication method that uses one (or) two transmission lines to send and receive data, and that data is continuously sent and received one bit at a time.
- * There are two broad types of Serial Communication:
(1) Synchronous (2) Asynchronous.
- * Parallel Communication means of transmitting multiple binary digits (bits) simultaneously in data transmission. It differs from Serial Communication, which sends only one bit at a time; - this distinction is one method to classify a communication channel.
- * There are two types of parallel processes:
(1) fine grained (2) Coarse grained.
- * Serial Communication protocols are: CAN, ETHERNET, I2C, SPI, RS232, USB, J. Line & SATA etc.
- * parallel Communication protocols are: ISA, ATA, SCSI, PCI & IEEE-488.

ACTIVITY LOG FOR THE THIRD WEEK

Day & Date	Brief Description of The Daily Activity	Learning Outcome	Person In-Charge Signature
Day -1	Explanation of Operating System	The group of programmes are integrated to each other	
Day -2	Types of Operating System	Two types of O.S. 1) Text Mode 2) Graphical Mode	
Day -3	Description about inside parts of the CPU	1) Mother Board 2) RAM 3) Memory 4) ALU	
Day -4	Architecture about CPU: (1) ALU (2) CU (3) Memory	It is briefly explain the control processing unit of system	
Day -5	Review on Completed Topics	Computer Basics	
Day -6	Week Test	In this week what we learn it	

Objective of the Activity Done:

Architecture of C.P.U

Detailed Report.

* The CPU can be further divided into three main parts: The Arithmetic Logic Unit (ALU), the Control Unit (CU) and the Memory.

* Arithmetic Logic Unit :-

The ALU is the core of the CPU. It is made up of all those logic circuits that you have been learning about for the past three weeks. The ALU uses these logic circuits to perform a variety of operations


* Control Unit :

The Control unit (CU) is a component of a computer's central processing unit (CPU) that directs the operation of the processor

* Memory :-

the Memory management unit (MMU) manages the data flow between the main memory (RAM) and the CPU.

ACTIVITY LOG FOR THE FOURTH WEEK

Day & Date	Brief Description of The Daily Activity	Learning Outcome	Person In-Charge Signature
Day -1	Microsoft office Explanation	Microsoft is the largest software in the computers	
Day -2	class on Notepad	In this class, I can clearly understand about the notepad	
Day -3	class on notepad with shortcuts	In this class I learnt so many short cut keys	
Day -4	Class on wordpad	In this class I understand the wordpad	
Day -5	Class on wordpad with shortcuts	In this I learnt the short cut keys of word pad	
Day -6	Viva on Completed Topics	Viva on the basis of this week completed topics	

WEEKLY REPORT
WEEK - 4. (From Dt..... to Dt.....)

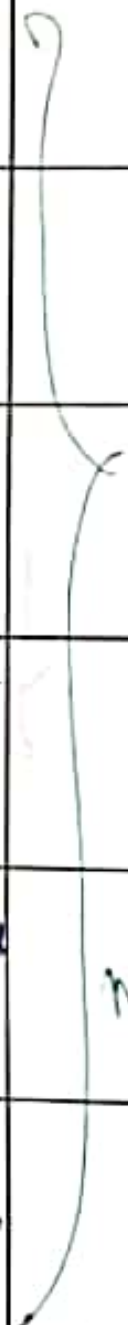
Objective of the Activity Done:

M. S. Office : Microsoft Office.

Detailed Report:

- * Microsoft office is a suite of applications designed to help with productivity and completing common tasks on a computer.
- * It contains a word processor (Word), a spreadsheet program (Excel) and a presentation program (Power point).
- * M.S office is used to simplify basic office tasks and improve work productivity.
- * Microsoft is the largest vendor of computer software in the world. It is also a leading provider of cloud computing services, video games, computer and gaming hardware.
- * Microsoft learning tools are free tools that implement proven techniques to improve reading and writing for people regardless of their age or ability.

ACTIVITY LOG FOR THE FIFTH WEEK

Day & Date	Brief Description of The Daily Activity	Learning Outcome	Person In-Charge Signature
Day -1	Hard Disc partitions	I was learned successfully about hard disc	
Day -2	Communication	It is a great communication class	
Day -3	power supply (SMPS)	It was very powerful topic to learn	
Day -4	practise on Notepad	It was practice more than 1 hour compare to	
Day -5	practise on Notepad	It is a basic on the depend on the M.S Notepad	
Day -6	Symptoms	In this class, there is so many shortcuts keys	

WEEKLY REPORT
WEEK - 5. (From Dt..... to Dt.....)


Objective of the Activity Done:

SMPS - Switched-Mode-power Supply.

Detailed Report:

- * A Switched-mode power supply or in short SMPS is a power supply circuit that converts mains power using switching devices that are turned on and off at high frequencies, and storage components such as inductors or capacitors to supply power efficiently for the load.
- * Simple DC power supplies can be made with rectifiers followed by filter stages. But they suffer from the changes in input or at load.
- * They maintain a constant voltage by varying their resistance to counterbalance input voltage change or load current demand change.
- * Also, the efficiency of these systems is poor, they are heavy and not flexible enough to be chosen for every application.
- * So, Switched-mode power supply were designed

ACTIVITY LOG FOR THE SIXTH WEEK

Day & Date	Brief Description of The Daily Activity	Learning Outcome	Person In-Charge Signature
Day -1	Desktop Environment class	In this class, learn about the Desktop	
Day -2	Desktop Environment Lab	I had practise on Desktop.	
Day -3	MS Word Home practise	I had practise at my home	
Day -4	MS Word Insert class - 1	I was learn MS Word Insert tabs	
Day -5	MS Word Insert class 2	In this class we know the MS Word tools	
Day -6	MS Word Insert class -3	I was learn MS Word Insert shortcuts	

WEEKLY REPORT
WEEK - 6. (From Dt..... to Dt.....)

Objective of the Activity Done:

Micro Soft Word

Detailed Report:

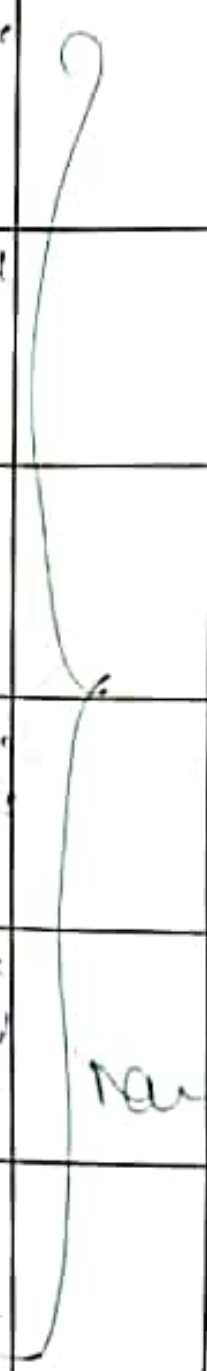
It is used to make professional-quality documents, letters, reports etc. MS Word is a word processor developed by Microsoft. It has advanced features which allow you to format and edit your files and documents in the best possible way.

With the finest document-formatting tools, Word helps you organize and write your documents more efficiently. Word also includes powerful editing and revising tools, so that you can collaborate with others easily.

In computer architecture, a word is a unit of data of a defined bit length that can be addressed and moved between storage and the computer processor.

Software developer Richard Brodie & Charles Simonyi released the multi-tool word for the UNIX O.S in 1983. Later that year, the program was rewritten to run on personal computers under MS-DOS and was renamed MS Word.

ACTIVITY LOG FOR THE SEVENTH WEEK

Day & Date	Brief Description of The Daily Activity	Learning Outcome	Person In-Charge Signature
Day -1	M.S Word Insert Lab- 1	Successful done lab practise	
Day -2	M.S Word Insert Lab- 2	I'm very well practise on M.S Word	
Day -3	User Creation User Login	User Creation User Login System	
Day -4	practise on user creation, login	I had practise in both topics on computer	
Day -5	M.S Word phase Setup Completed	M.S Word phase Setup Successfully completed	
Day -6	practise on phase Set up	I had done my practise in this topic	

WEEKLY REPORT
WEEK - 7. (From Dt..... to Dt.....)

Objective of the Activity Done:

User Creation

Detailed Report:

* The CREATE USER Statement creates a new user account in a database. This function can be used to create a user account in a database with a password, without a password, or as member of a group.

* There are 4 types of user Accounts.


(1) System Account (2) Superuser Account

(3) Regular user Account (4) Guest user Account

* In an organization where more than one person has access to a computer or network, it is necessary to set up user accounts in order to give individuals access to their own files, programs, email account, choice of internet browser.

* Select Start > Settings > Accounts and then select family & other users. [In some versions of windows you will see other users]. Select Add someone else to this PC.

ACTIVITY LOG FOR THE EIGHTH WEEK

Day & Date	Brief Description of The Daily Activity	Learning Outcome	Person In-Charge Signature
Day -1	User password policy class - 1	I had learned the user password policy.	
Day - 2	User password policy class 2	password policy class learned successfully.	
Day -3	User password policy lab	In System user password setup was learned	
Day -4	MIS word view, Design Section	All tabs in this section is learned	
Day -5			
Day -6			

WEEKLY REPORT
WEEK - 8. (From Dt..... to Dt.....)

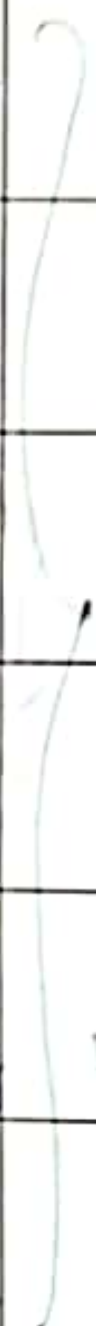
Objective of the Activity Done:

Local User Group Management . msc.

Detailed Report:

- * Local Users and Groups is a part of the collection of tools that an administrator can use to manage single local computers as well as to remote computers. Administrator can set permissions and rights on a local user or group or on that computer, thereby controlling access to files and folders.
- * There are two types of user groups.
(1) Static user (2) Dynamic user
- * Static user groups: Static user groups are those which are populated manually, that is, all users are individually added by the administrator.
- * Dynamic user groups are populated and maintained through either a query or a directory server. Local user and groups (lusrmgr.msc) is available only in the pro, Enterprise and Education editions of Windows 11 and Windows 10.

ACTIVITY LOG FOR THE NINTH WEEK

Day & Date	Brief Description of The Daily Activity	Learning Outcome	Person In-Charge Signature
Day -1	MIS word home button Explanation	The home tab contains the most frequently use command	
Day -2	practice on MIS word home button	I had done my practice on home button very accurately	
Day -3	Insert tab inside tools- 1 lab-5	Insert tab, inside tools on lab 5 MIS word	
Day -4	Insert tab inside tools- 2 lab-6	we learnt inside tools- 2 lab-6 in MIS word	
Day -5	Insert tab inside tools- 3 lab-7	Insert tab inside tools- 3 lab-7 in MIS word accurately	
Day -6	practice on lab 5	I had done my practice on lab 5 very accurately	

WEEKLY REPORT
WEEK - 9. (From DI..... to DI.....)

Objective of the Activity Done:

• Secpol.msc. [Security policy]

Detailed Report:

* To open local Security policy, on the Start screen, type Secpol.msc, and then press ENTER.


Under Security Settings of the Console tree, do one of the following: click account policies to edit the password policy or account lockout policy.

* The local security policy (secpol.msc) in Windows 10 contains information about the security of a local computer.

* Local Security policy is a built-in desktop app in Windows 10. Sometimes you need to use it to make some security settings for the user accounts on your computer. If you have no idea how to open local security policy in Windows 10, check out this post.

* The Windows 10 Home Edition does not come with local security policy. The five ways below apply on Windows 10 Enterprise / Pro / Education. Make sure you are signed in to Windows 10 with an admin account or you have administrative privileges.

ACTIVITY LOG FOR THE TENTH WEEK

Day & Date	Brief Description of The Daily Activity	Learning Outcome	Person In-Charge Signature
Day -1	practice on Lab-6	In lab 6, we made practice in class.	
Day -2	practice on Lab-7	I had done my practice in class on Lab-7.	
Day -3	User Administration tool	User administration tools are of the insurl tools.	
Day -4	User Creation, User Logons	In this class, I had learned, user creation & user login.	
Day -5	User password Creation	In this we learnt user password creation.	
Day -6	practice on Lab-8 User Administration	I had done my practice on lab 8 user administration.	

WEEKLY REPORT
WEEK - 10. (From Dt..... to Dt.....)

Objective of the Activity Done:

gpedit.msc. [Group Policy Editor]


Detailed Report:

* The local Group Policy Editor (or gpedit.msc) is a system utility that allows you to view and edit group policy settings on your computer. You may need to use this tool to configure advanced system settings that aren't available in the standard settings app or control panel.

* (Pro / Enterprise / Education) except home editions (Home / Single language). In this article, we will go over the specifics of using the local GPO Editor, as well as how to install and run gpedit.msc on Windows 10 & Windows 11.

* Local Group Policy Editor (gpedit.msc) is a separate mmc snap-in, which is essentially a graphical add-in for easy management of Windows settings stored in the registry. When you change the settings stored, editor immediately make changes.

ACTIVITY LOG FOR THE ELEVENTH WEEK

Day & Date	Brief Description of The Daily Activity	Learning Outcome	Person In-Charge Signature
Day -1	Password policy on windows part - 1	In this class we learnt on M.S windows password policy.	
Day - 2	password policy on windows part - 2	password policy learnt was done.	
Day -3	lab-9 on password policy part - 1 lab-10 on password policy part - 2	I was learn how to get password on lab-9 & 10	
Day -4	User Rights Assignment part - 1	In this class learned user Rights Assignment	
Day -5	User Rights Assignment part - 2	I was learned user Rights assignment	
Day -6	User Right assignment part - 3	user Rights Assignment - completed in the class	


Objective of the Activity Done:

gpedit.msc [local Group policy Editor]

Detailed Report:

- * To open the local group policy editor in window, just run the gpedit.msc command in the command prompt, powershell, or, in the run window (win+R)
- * The local GPO Editor console is a simple tree structure with sections. All settings in the gpedit.msc console are divided into two large sections.
- * To change any GPO setting in the console, you need to find section in which is located and open its settings in the right GPO editor pane.

ACTIVITY LOG FOR THE TWELVETH WEEK

Day & Date	Brief Description of The Daily Activity	Learning Outcome	Person In-Charge Signature
Day -1	lab-11 user rights part-1 lab-12 user rights part-2,3	User Rights lab practise is done.	
Day -2	M.S word Draw, Design view tools	Drawings Design are learned in the class	
Day -3	MS word page Setup complete	In this class page setup was completed	
Day -4	practise on page set up and its inner tabs	Successfully learnt & practise on page set up	
Day -5	Layout, References, Mailing tabs.	I had learnt lot of things in tabs.	
Day -6	Group policy part 1 2 3	All network system in group policy to successfully learned	

WEEKLY REPORT
WEEK - 12. (From Dt..... to Dt.....)

Objective of the Activity Done:

GPEDIT. MISC.

Detailed Report:

- * A description of each group policy settings is available in the help field. And the supported on field indicates the window versions for which this policy applies.
- * It is likely that, according to the microsoft logic the home user doesnot need to edit the local settings through the gpedit.msc. Goo
- * Accordingly, users of the windows 10 home editions have to make changes through the registry editor.
- * Now try to open the gpedit.msc console, the local group policy editor interface should open (no reboot required).
- * Group policy editor to be done.

DETAILED INTERNSHIP PROJECT REPORT

- a. Introduction.
- b. Project specifications (area / background of the work assigned).
- c. Problems taken up.
- d. Analysis of the problem.
- e. Recommendations and conclusions.

System Administration

USER MANAGEMENT SYSTEM
COMPUTER ADMINISTRATION

USER MANAGEMENT SYSTEM

ABSTARCT

This project aims at creating a simple user management system that is required by every website where multiple users can login. This let new user registration, login & logout for every user.

Authentication is done every time a login attempt is made. The data of every user is stored in database, thus it make use of database fetch & store utility.

This project is a simple full stack project built with little bit of every tool. Python is used for programming, Django is used as a framework to support various application. The frontend work is basic & simple utilizing the tools. Adequate messages & popups are shown for very mistake and any restricted task.

Thus the management of users will help users access to the website. The validation of data in this project is quite strong. Unique data must be their for every user.

INTRODUCTION

This project is about how the user data is stored in every website & application. How users are able to create new account and sign in based on the new registration.

Users are able to login based on their credentials and every time they log in, authentication is done, means the data in the data bases is matched with the data entered in the login form. The login form is submitted to Django view, password & username are matched, only if they match the website can be accessed, otherwise the site shows an error.

Similarly when a new user wants to register, he/she has to create a new account entering details including the user name , full name, email, password & reenter password.

Even at this time the details entered by the user are matched with database to check for similar data, an error pops up if data is not unique, username & email should be unique.

The user is redirected to the same page in case an invalid attempt is made. For example , if an invalid data is entered in the registration form , the user is redirected again to fresh registration form .

Objective

The main objective of this project is to help a random user get access to website. For this user needs login credentials, if user have them he can login with them and get access to site.

Else, user is given an option of creating new account entering his/her details and this details get saved in the database. Then user is redirected to login page to sign in with credentials.

Any number of users can create new account with unique data , get access to their individual data in the website. The objective of this is to separate the feed of website for every unique user.

Methodology

This project is the basic implementation of web framework in connection with

database. The project consist of mainly 3 pages in frontend

1. Homepage : where user can login, register. If not logged in, or logout if logged in.
2. Login : where a user can login based on his/her credentials.
3. New User Registration : where a new user can register.

The framework is controlled by Django, which take all inputs and works on them.

1. Authenticate the data.
2. Validate the data.
3. Project the frontend files.
4. Works with backend/database to access user data and store new data. All the codes are written in Python. The conditions, functions and variables.

Organisation of report

- Chapter 1 gives the basic introduction about project and basic fundamentals that will be used in implementing the project.
- Chapter 2 gives us the literature survey of "User Management System". In this we will have brief of journals, research papers, internet source of application.
- Chapter 3 is most important chapter in which we will discuss about the implementation of project including explanation and source code of the project.

- Chapter 4 is the model used for analyzing the performance of User Management System.
Outputs of the project at various stages and comparisons between different outputs.
- Chapter 5 will cover the end conclusion of the project and what further can be implemented in future to this project so that it becomes more efficient and reliable.

LITERATURE SURVEY

Create a local user account

1. Select **Start > Settings > Accounts** and then select **Family & other users**. (In some versions of Windows you'll see **Other users**.)
2. Select **Add someone else to this PC**.
3. Select **I don't have this person's sign-in information**, and on the next page, select **Add a user without a Microsoft account**.
4. Enter a user name, password, or password hint—or choose security questions—and then select **Next**.

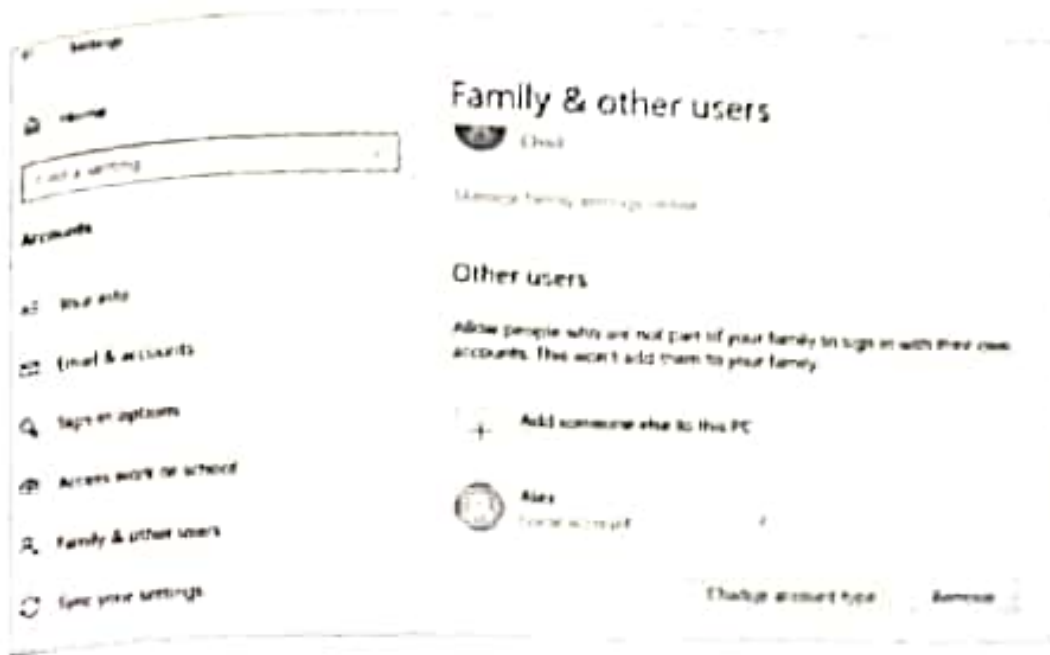
Open Settings and create another account

Change a local user account to an administrator account

1. Select **Start > Settings > Accounts**.
2. Under **Family & other users**, select the account owner name (you should see "Local Account" below the name), then select **Change account type**.

Note: If you choose an account that shows an email address or doesn't say "Local account", then you're giving administrator permissions to a Microsoft account, not a local account.

3. Under **Account type**, select **Administrator**, and then select **OK**.
4. Sign in with the new administrator account.



Create a local user account

1. Select **Start > Settings > Accounts** and then select **Family & other users**. (In some versions of Windows you'll see **Other users**)
2. Next to **Add other user**, select **Add account**.
3. Select **I don't have this person's sign-in information**, and on the next page, select **Add a user without a Microsoft account**.
4. Enter a user name, password, or password hint—or choose security questions—and then select **Next**.

Open Settings and create another account

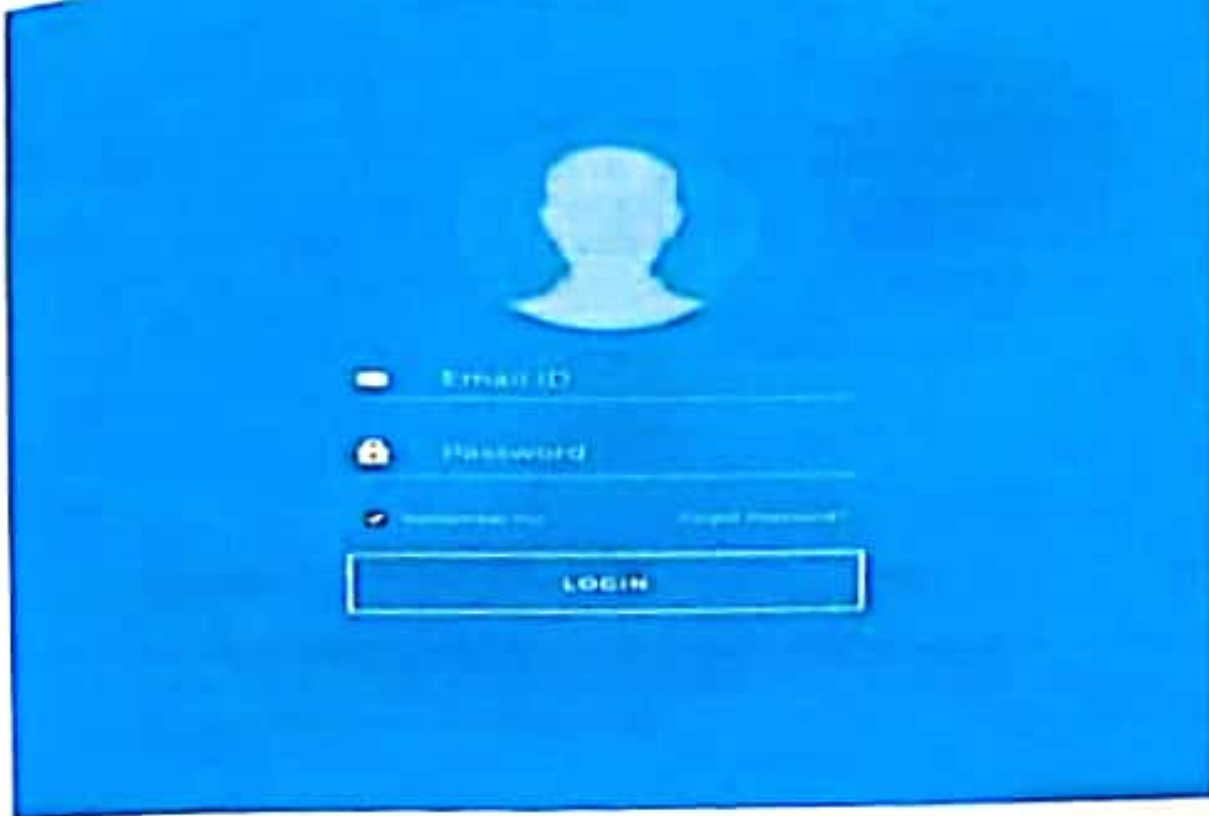
Change a local user account to an administrator account

1. Select **Start > Settings > Accounts**.
2. Under **Family & other users**, select the account owner name (you should see "Local account" below the name), then select **Change account type**.

Note: If you choose an account that shows an email address or doesn't say "Local account", then you're giving administrator permissions to a Microsoft account, not a local account.

3. Under **Account type**, select **Administrator**, and then select **OK**.
4. Sign in with the new administrator account.

An administrator account in Windows 10 possesses all the privileges, such as changing security and configuration settings, installing and uninstalling applications, and allowing/limiting other users' access.



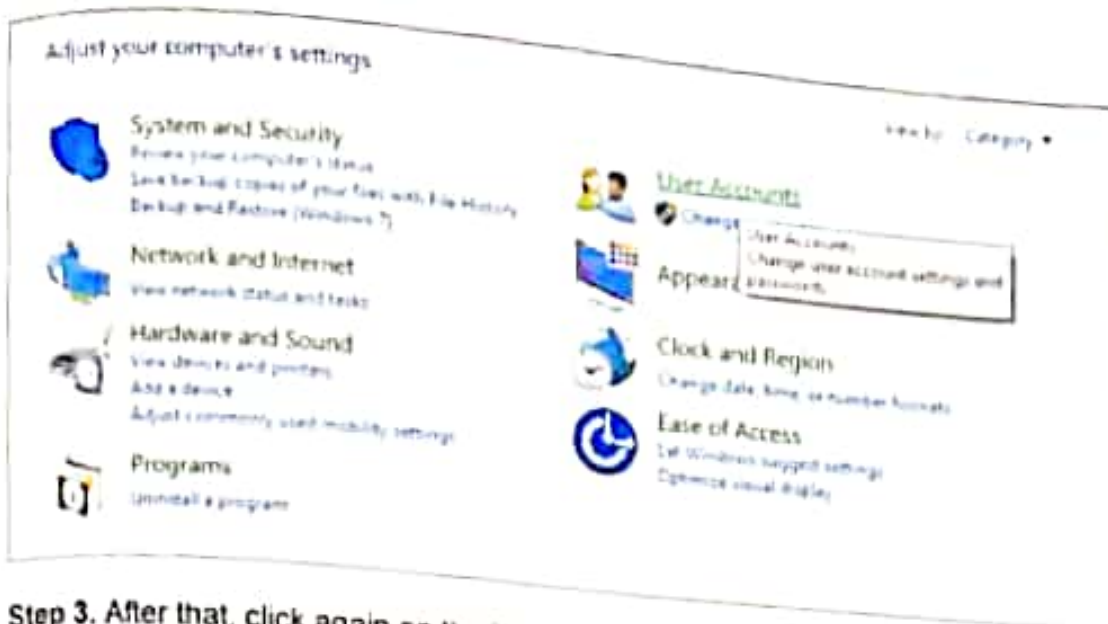
Windows 10 asks to set up an administrator account after a successful installation. After this, an administrator account can create more "administrator" or "standard" accounts. If you're using Windows 10, and want to log in as an administrator to make necessary changes, you're on the right page. This article will share how to log in as an administrator in Windows 10.

Login As an Administrator From Control Panel

The first way is to log in as an administrator from the Control Panel. Here's how to do it in five simple steps.

Step 1. Open Control Panel by typing "Control Panel" in the Windows 10 search bar.

Step 2. Click on the "User Accounts".



Step 3. After that, click again on the "User Accounts" option. Here, you can confirm whether you're already logged in as an administrator. If you're logged in as an administrator, it will be visible under your account name and account type.

Step 4. You can also confirm the status of other accounts by clicking "Manage another account".



Step 5. You can change the status of your account if you're not an administrator (if and only if you have the credentials of the administrator's account). To do so, apply the following operation:

- Click on your current profile
- Select "Change the account type"
- Click the "Administrator option"
- Enter the admin password when prompted

Login As an Administrator From Command Prompt

The second option to log in as an administrator is from the command prompt. Follow the below steps to complete the process.

Step 1. Search for "cmd" in the search bar, then right-click the search result and click "Run as Administrator". Also, allow this app to make changes to your system.

Step 2. Type `net user administrator /active:yes` in the cmd interface and press Enter. You'll see the message "The command completed successfully". By doing this, you have successfully activated the default Windows 10 administrative account without password protection. You can also type `net user administrator *` to change the password.



Step 3. Now, log out of your current session. To do so, click on the Windows icon and then your profile picture icon. Here, click on the "Sign out" option.

Step 4. After the sign-out, click the Administrator user account.

Step 5. Type the password for the account (if you set up any) to log in as an administrator.

Conclusion

Windows 10 offers two different ways to create a user account. One is a Microsoft account, and the other is a local account. On top of this, you can either log in as an "administrator" or as a "standard user". There are two simple ways to log in as an administrator in Windows 10, which have been discussed in this article. Now, you can easily change a "standard user" to an "administrator" within a couple of steps.

About local user accounts

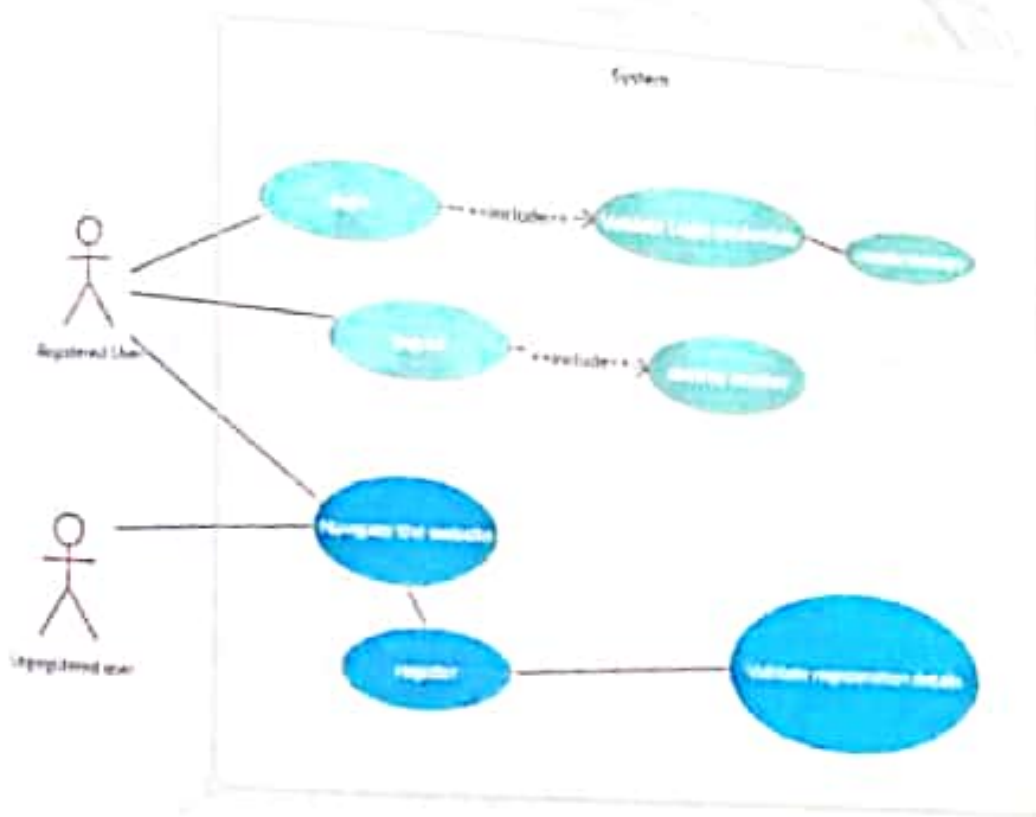
Local user accounts are stored locally on the device. These accounts can be assigned rights and permissions on a particular device, but on that device only. Local user accounts are security principals that are used to secure and manage access to the resources on a device, for services or users.

Default local user accounts

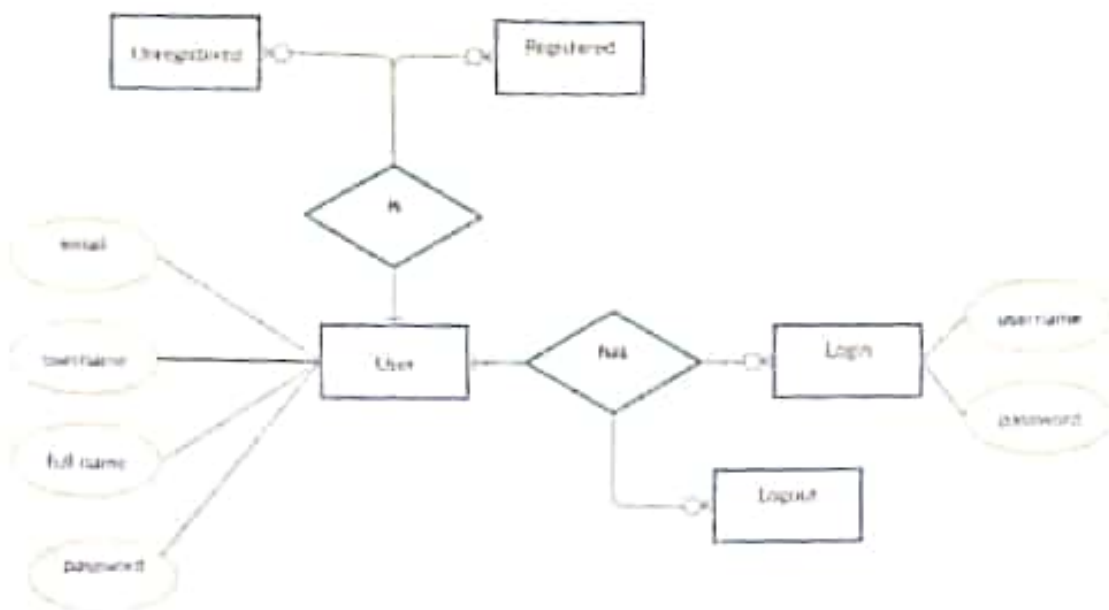
The default local user accounts are built-in accounts that are created automatically when the operating system is installed. The default local user accounts can't be removed or deleted and don't provide access to network resources.

Default local user accounts are used to manage access to the local device's resources based on the rights and permissions that are assigned to the account. The default local user accounts, and the local user accounts that you create, are located in the Users folder. The Users folder is located in the Local Users and Groups folder in the local Computer Management Microsoft Management Console (MMC). Computer Management is a collection of administrative tools that you can use to manage a local or remote device.

Default local user accounts are described in the following sections. Expand each section for more information.



Use-case Diagram



Entity Relationship diagram

Default local system accounts

SYSTEM

NETWORK SERVICE

LOCAL SERVICE

How to manage local user accounts

The default local user accounts, and the local user accounts you create, are located in the Users folder. The Users folder is located in Local Users and Groups. For more information about creating and managing local user accounts, see [Manage Local Users](#).

You can use Local Users and Groups to assign rights and permissions on only the local server to limit the ability of local users and groups to perform certain actions. A right authorizes a user to perform certain actions on a server, such as backing up files and folders or shutting down a server. An access permission is a rule that is associated with an object, usually a file, folder, or printer. It regulates which users can have access to an object on the server and in what manner.

You can't use Local Users and Groups on a domain controller. However, you can use Local Users and Groups on a domain controller to target remote computers that aren't domain controllers on the network.

COMPUTER ADMINISTRATION

System administration refers to the management of one or more hardware and software systems.

The task is performed by a system administrator who monitors system health, monitors and allocates system resources like disk space, performs backups, provides user access, manages user accounts, monitors system security and performs many other functions.

System administration is a job done by IT experts for an organization. The job is to ensure that computer systems and all related services are working well. The duties in system administration are wide ranging and often vary depending on the type of computer systems being maintained, although most of them share some common tasks that may be executed in different ways.

Common tasks include installation of new hardware or software, creating and managing user accounts, maintaining computer systems such as servers and databases, and planning and properly responding to system outages and various other problems. Other responsibilities may include light programming or scripting to make the system workflows easier as well as training computer users and assistants.

specifications

- Managing Windows, Linux, or Mac systems
- Upgrading, installing, and configuring application software and computer hardware
- Troubleshooting and providing technical support to employees
- Creating and managing system permissions and user accounts
- Performing regular security tests and security monitoring
- Maintaining networks and network file systems

If you're using Windows 10, version 1803 and later, you can add security questions as you'll see in step 4 under **Create a local user account**. With answers to your security questions, you can reset your Windows 10 local account password. Not sure which version you have? You can check your version.

Security policy settings

Applies to

- Windows 10
- Windows 11

This reference topic describes the common scenarios, architecture, and processes for security settings.

Security policy settings are rules that administrators configure on a computer or multiple devices for protecting resources on a device or network. The Security Settings extension of the Local Group Policy Editor snap-in allows you to define security configurations as part of a Group Policy Object (GPO). The GPOs are linked to Active Directory containers such as sites, domains, or organizational units, and they enable you to manage security settings for multiple devices from any device joined to the domain. Security settings policies are used as part of your overall security implementation to help secure domain controllers, servers, clients, and other resources in your organization.

Security settings can control:

- User authentication to a network or device.
- The resources that users are permitted to access.
- Whether to record a user's or group's actions in the event log.
- Membership in a group.

To manage security configurations for multiple devices, you can use one of the following options:

- Edit specific security settings in a GPO.
- Use the Security Templates snap-in to create a security template that contains the security policies you want to apply, and then import the security template into a Group Policy Object. A security template is a file that represents a security configuration, and it can be imported to a GPO, applied to a local device, or used to analyze security.

For more info about managing security configurations, see [Administer security policy settings](#).

The Security Settings extension of the Local Group Policy Editor includes the following types of security policies:

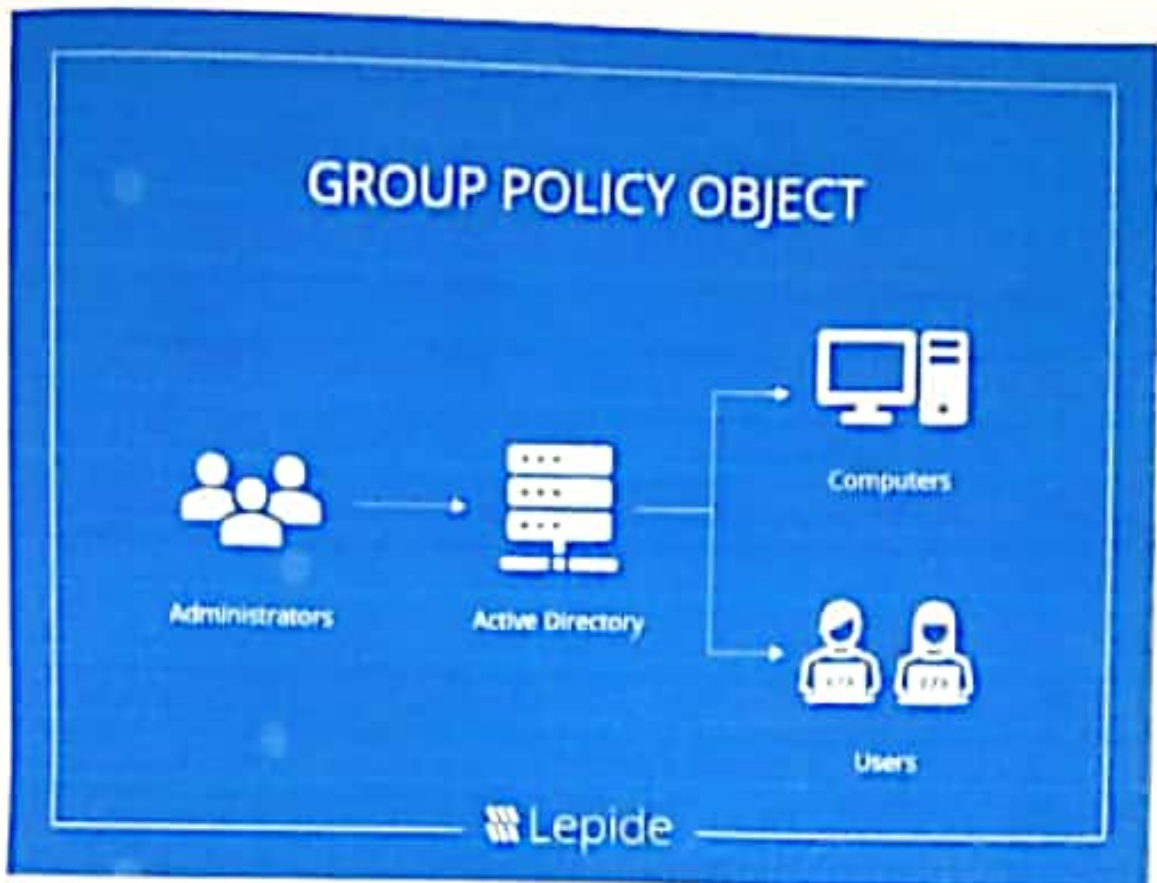
- **Account Policies.** These policies are defined on devices; they affect how user accounts can interact with the computer or domain. Account policies include the following types of policies:
 - **Password Policy.** These policies determine settings for passwords, such as enforcement and lifetimes. Password policies are used for domain accounts.

- **Account Lockout Policy.** These policies determine the conditions and length of time that an account will be locked out of the system. Account lockout policies are used for domain or local user accounts.
- **Kerberos Policy.** These policies are used for domain user accounts; they determine Kerberos-related settings, such as ticket lifetimes and enforcement.
- **Local Policies.** These policies apply to a computer and include the following types of policy settings:
 - **Audit Policy.** Specify security settings that control the logging of security events into the Security log on the computer, and specifies what types of security events to log (success, failure, or both).

Note

For devices running Windows 7 and later, we recommend to use the settings under Advanced Audit Policy Configuration rather than the Audit Policy settings under Local Policies.

- **User Rights Assignment.** Specify the users or groups that have sign-in rights or privileges on a device
- **Security Options.** Specify security settings for the computer, such as Administrator and Guest Account names; access to floppy disk drives and CD-ROM drives; installation of drivers; sign-in prompts; and so on.
- A Group Policy Object (GPO) is a group of settings that are created using the Microsoft Management Console (MMC) Group Policy Editor. GPOs can be associated with single or numerous Active Directory containers, including sites, domains, or organizational units (OUs). The MMC allows users to create GPOs that define registry-based policies, security options, software installation, and much more.
- Active Directory applies GPOs in the same, logical order; local policies, site policies, domain policies and OU policies.
- **Note:** GPOs that are in nested OUs work from the OU closest to the root first and outwards from there.



- The Group Policy Auditing solution will help you to get more visibility over the changes being made to your Group Policy Objects. Every time a critical change is made, Lepide will send the admin a real-time alert and provide the option to roll back unwanted changes to their previous state; allowing admins to maintain a policy of least privilege and ensure the security policies of the organization remain intact.



FUTURE SCOPE

If throwing some light on the future of this program, so this project has great scope in future. In future we will include many features to this program. We have countless amendments to make on this project from security & encryption of data to the frontend work.

While everything discussed in this chapter may seem like a lot of additional work that takes away from the "real" work of administering systems, actually the opposite is true; only by keeping this philosophy in mind will you give your users the service they deserve, and reach your full potential as a system administrator.

OUTCOMES DESCRIPTION

Describe the work environment you have experienced (in terms of people interactions, facilities available and maintenance, clarity of job roles, protocols, procedures, processes, discipline, time management, harmonious relationships, socialization, mutual support and teamwork, motivation, space and ventilation, etc.

Your work Environment is made up of all of the element that can affect your day-to-day productivity, including when, where and how you work. During your Career development, you can take purpose opportunities that provide a comfortable work environment that promotes your success and aligns with your core values.

Describe the real time technical skills you have acquired (in terms of the job-related skills and hands on experience)

Technical skills are qualities acquired by using and gaining expertise in performing physical or digital tasks. They are many different kinds of technical skills. Traditionally, people working in mathematics, computer science, mechanics and information technology.

Describe the managerial skills you have acquired (in terms of planning, leadership, team work, behaviour, workmanship, productive use of time, weekly improvement in competencies, goal setting, decision making, performance analysis, etc.)

Management Skills required to manage people and resources to deliver a product or service. leadership skills: The skills required to engage with people and persuade them to "buy-in" to a vision or goal, planning, decision-making, problem solving, good communication & time management.

Describe how you could improve your communication skills (in terms of improvement in oral communication, written communication, conversational abilities, confidence levels while communicating, anxiety management, understanding others, getting understood by others, extempore speech, ability to articulate the key points, closing the conversation, maintaining niceties and protocols, greeting, thanking and appreciating others, etc.)

- * Take some mental notes
- * Use the mirror to practise.
- * Read fiction literature
- * Listen to audio books.
- * Get rid of filler words.
- * Take notice of your body language

Describe how you could enhance your abilities in group discussions, participation in teams, contribution as a team member, leading a team/activity

- * Can explain their & my own ideas.
- * Express their feelings in an open but non-threatening way.
- * Listen carefully to others
- * Ask questions to clarify others' ideas and emotions
- * Can sense how others feel based on their nonverbal communication.

Describe the technological developments you have observed and relevant to the subject area of training (focus on digital technologies relevant to your job role)

- * Technological development method that employs technology to deliver content & facilitate learning.
- * By using gamification to your advantage tapping into university curriculums.
- * And even enlisting the services of industry experts, you can help your employees grow in their professional realms.

EVALUATION

Student Self-Evaluation of the Semester Internship

Student Name: **DONTALA KUSUMA**

Registration Number: **E20331026**

Term of Internship: 3 Months From: 01.03.2023 To: 31.05.2023

Date of Evaluation:

Organization Name & Address: **Dr. V. S. Krishna Government Degree & PG College (A),
Visakhapatnam.**

1	Oral communication	1	2	3	4	5
2	Written communication	1	2	3	4	5
3	Proactiveness	1	2	3	4	5
4	Interaction ability with community	1	2	3	4	5
5	Positive Attitude	1	2	3	4	5
6	Self-confidence	1	2	3	4	5
7	Ability to learn	1	2	3	4	5
8	Work Plan and organization	1	2	3	4	5
9	Professionalism	1	2	3	4	5
10	Creativity	1	2	3	4	5
11	Quality of work done	1	2	3	4	5
12	Time Management	1	2	3	4	5
13	Understanding the Community	1	2	3	4	5
14	Achievement of Desired Outcomes	1	2	3	4	5
15	OVERALL PERFORMANCE	1	2	3	4	5

Date: 31/5/2023


Signature of the Student

Evaluation by the Supervisor of the Intern Organization

Student Name: **DONTALA KUSUMA**

Registration Number: **E20331026**

Term of Internship: 3 Months From: 01.03.2023 To: 31.05.2023

Date of Evaluation:

Organization Name & Address: **ICTE Pvt Ltd, Opposite Y School, Srinivasa Nagar,
GITAM College Road, Visakhapatnam.**

Name & Address of the Supervisor with Mobile Number:

Note: Please note that your evaluation shall be done independent of the student's self-evaluation.

Rating Scale: 1 is lowest and 5 is highest rank

1	Oral communication	1	2	3	4	5 ✓
2	Written communication	1	2	3	4	5 ✓
3	Proactiveness	1	2	3	4	5 ✓
4	Interaction ability with community	1	2	3	4	5 ✓
5	Positive Attitude	1	2	3	4	5 ✓
6	Self-confidence	1	2	3	4	5 ✓
7	Ability to learn	1	2	3	4	5 ✓
8	Work Plan and organization	1	2	3	4	5 ✓
9	Professionalism	1	2	3	4	5 ✓
10	Creativity	1	2	3	4	5 ✓
11	Quality of work done	1	2	3	4	5 ✓
12	Time Management	1	2	3	4	5 ✓
13	Understanding the Community	1	2	3	4	5 ✓
14	Achievement of Desired Outcomes	1	2	3	4	5 ✓
15	OVERALL PERFORMANCE	1	2	3	4	5 ✓

Date: 31/05/2023


Signature of the Supervisor

MARKS STATEMENT
(To be used by the Examiners)

INTERNAL ASSESSMENT STATEMENT

(Assessment by the industry / enterprise / organisation)

Name of the Student: DONTALA KUSUMA

Programme of Study: B.COM

Year of Study: 2022-2023

Group: B.COM(GENERAL)

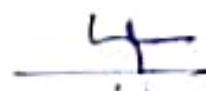
Register No./H.T. No: E20531026

Name of the College: Dr. V. S. Krishna Government Degree & PG College (A),
Visakhapatnam.

University: Andhra University, Visakhapatnam.

S.No.	Evaluation Criterion	Maximum Marks	Marks Awarded
1.	Project Log	10	10
2.	Project Implementation	20	20
3.	Project Report	10	10
4.	Presentation	10	9
GRAND TOTAL		50	49

Date: 31/5/2023


Sign. of the
HR Manager/Head of the Division

Seal:



EXTERNAL ASSESSMENT STATEMENT
(To be used by the Examiners)

Name of the Student: DONTALA KUSUMA

Programme of Study: B. COM

Year of Study: 2022-2023

Group: B COM (General)

Register No/IL.T. No: E20331026

Name of the College: Dr. V. S. Krishna Government Degree & PG College (A),
Visakhapatnam.

University: Andhra University, Visakhapatnam.

S. No.	Evaluation Criterion	Maximum Marks	Marks Awarded
1.	Internship Evaluation	80	
2	For the grading giving by the Supervisor of the Intern Organization	20	
2	External Viva - Voce	50	
TOTAL		150	
GRAND TOTAL (EXT. 150 M + INT. 50 M)		200	

Final Evaluation Committee

1. **Teacher Guide:**

D. V. S. Krishna

2. **Internal Expert:**

H. S. N.

3. **External Expert (Nominated by the affiliating University):**

4. **Signature of the Principal/HOD with Date & Seal:**

Photographs







THANK YOU