



Apprenticeship Completion Certificate

This is to certify that

KAVALA LOVARAJU

Dr. V. S. Krishna Govt. Degree & P.G College

has successfully completed 12 weeks

SYSTEM ADMINISTRATION

During Mar-May 2023

Supported By IICTE

K.V. Lakshmi
MENTOR

Dr. V. S. Krishna Govt.
Degree & P.G College



[Signature]
Director
IICTE PVT LTD

LECTURER IN ROTARY
V.S Krishna Govt Degree College
Visakhapatnam

An Internship Report on
System Administration

Submitted in accordance with the requirement for the degree of

BZC (BOTANY, ZOOLOGY, CHEMISTRY)

Under the Faculty Guideship of

Dr.K.Vijayalakshmi M.Sc,ph.D

Department of Botany

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

Submitted by:

KAVALA LOVARAJU

Reg. No: 20203045

Department of Botany

*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)

**PROGRAM BOOK FOR
SEMESTER INTERNSHIP**



Name of the Student: **KAVALA LOVARAJU**



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

Registration Number: **20203045**

Period of Internship: 3 Months **From:** 01.03.2023 **To:** 31.05.2023

Name & Address of the Intern Organization:

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

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

Andhra University

YEAR 2022-2023

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KAVALA LOVARAJU

Reg. No: 20203045

Department of Botany

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

Visakhapatnam.

Student's Declaration

I, **KAVALA LOVARAJU** a student of **BZC (BOTANY, ZOOLOGY, CHEMISTRY)** Program, Reg. No. **20203045** of the Department of **Botany**, **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.K.Vijayalakshmi**, Department of **Botany** **Dr. V. S. Krishna Government Degree & PG College (A)**, Visakhapatnam.

K. Lovaraju
(Signature and Date)

Official Certification

This is to certify that **KAVALA LOVARAJU** Reg. No. **20203045** has completed his/her Internship in **IICTE Private Limited, Visakhapatnam** on **System Administration** under my supervision as a part of partial fulfilment of the requirement for the Degree of **BZC (BOTANY, ZOOLOGY, CHEMISTRY)** in the Department of **Botany, Dr. V. S. Krishna Government Degree & PG College (A), Visakhapatnam.**

This is accepted for evaluation.

(Signatory with Date and Seal)

Endorsements

Faculty Guide

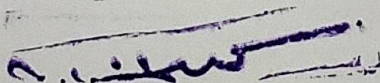
K.V. Lakshmi
12/6/23

LECTURER IN BOTANY
V.S Krishna Govt Degree

Head of the Department

LECTURER IN BOTANY
V.S Krishna Govt Degree
Visakhapatnam

Principal



Certificate from Intern Organization

This is to certify that **KAVALA LOVARAJU** Reg. No. **20203045** of
Dr. V. S. Krishna Government Degree & PG College (A),
Visakhapatnam. underwent internship in *IICTE 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.

Authorized Signatory With Date and Seal



LT
31/5/23

Acknowledgements

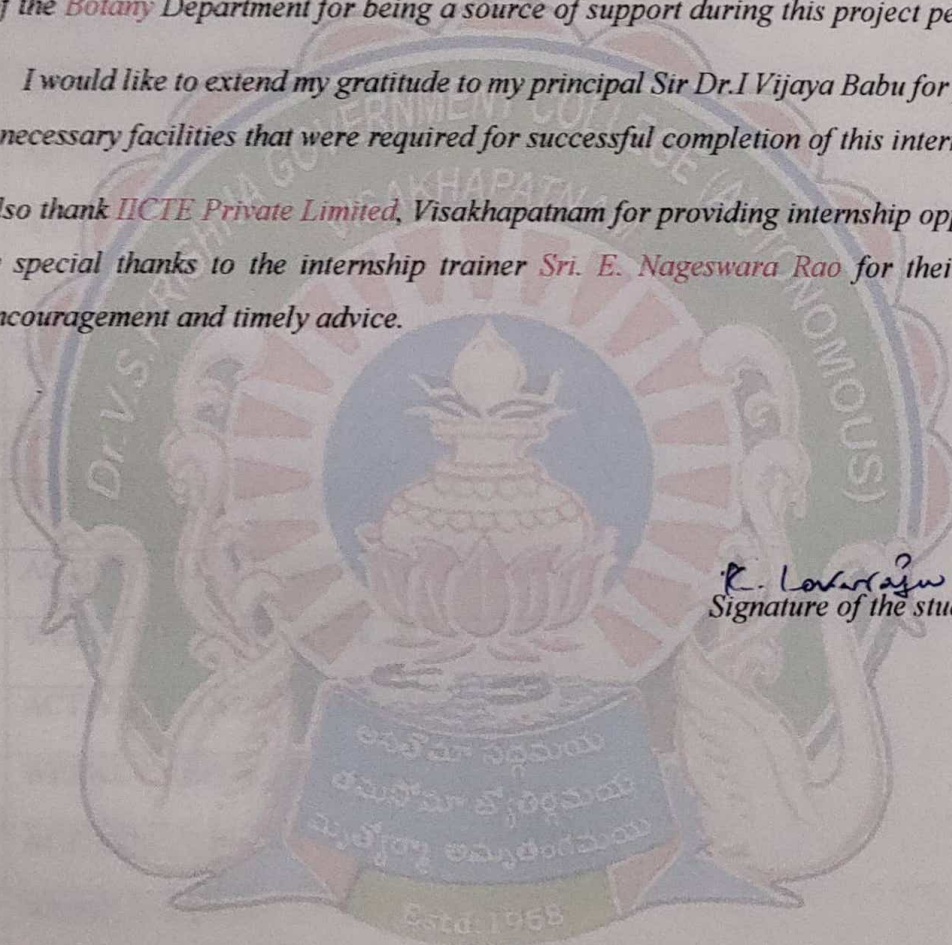
It gives me an immense pleasure and pride to express my sincere gratitude and respect for my teacher and guide *Dr.K.Vijayalakshmi, Lecturer in Botany*, *Dr. V. S. Krishna* Government Degree & PG College (A) Visakhapatnam for his expert and inspiring guidance.

Also, I am very grateful to the head of the Department of *Botany* and the other faculty members of the *Botany* 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 *IICTE 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.

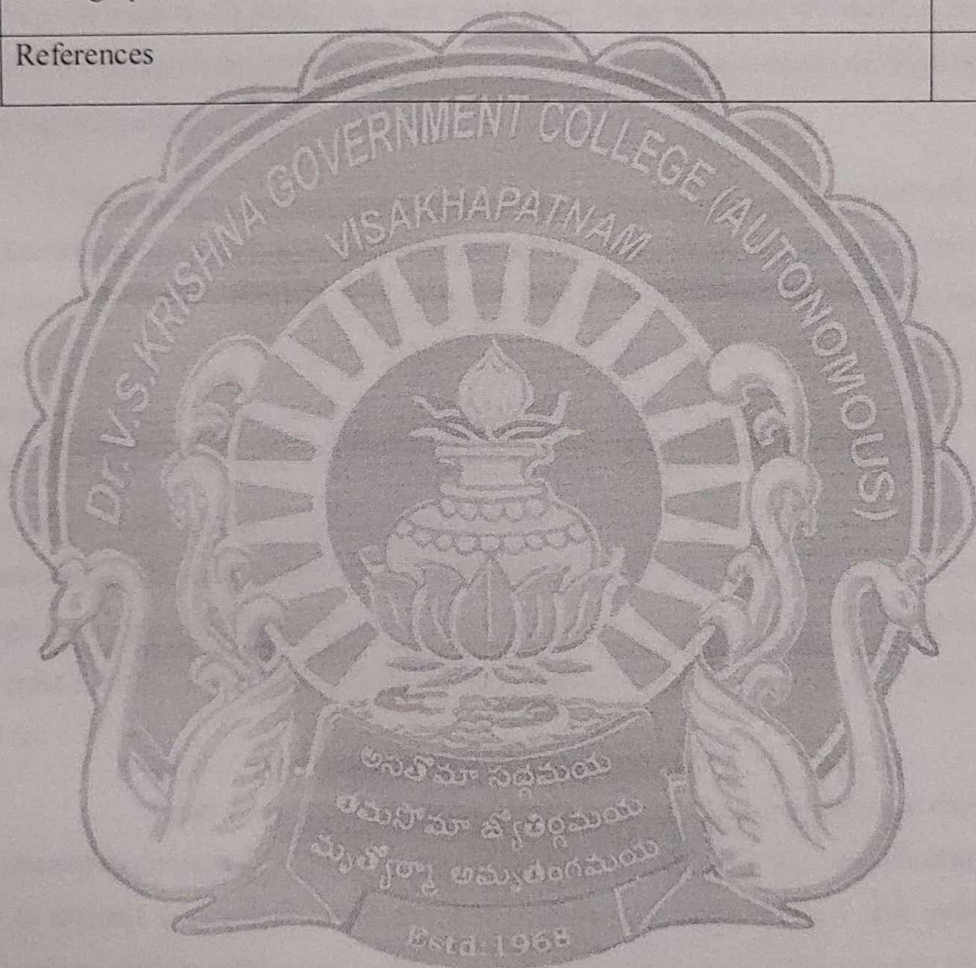


R. Lakshmi
Signature of the student

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APPRENTICESHIP

NAME : K LOVARAJU

Reg NO. : T20203045

Topic : M.S office



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.

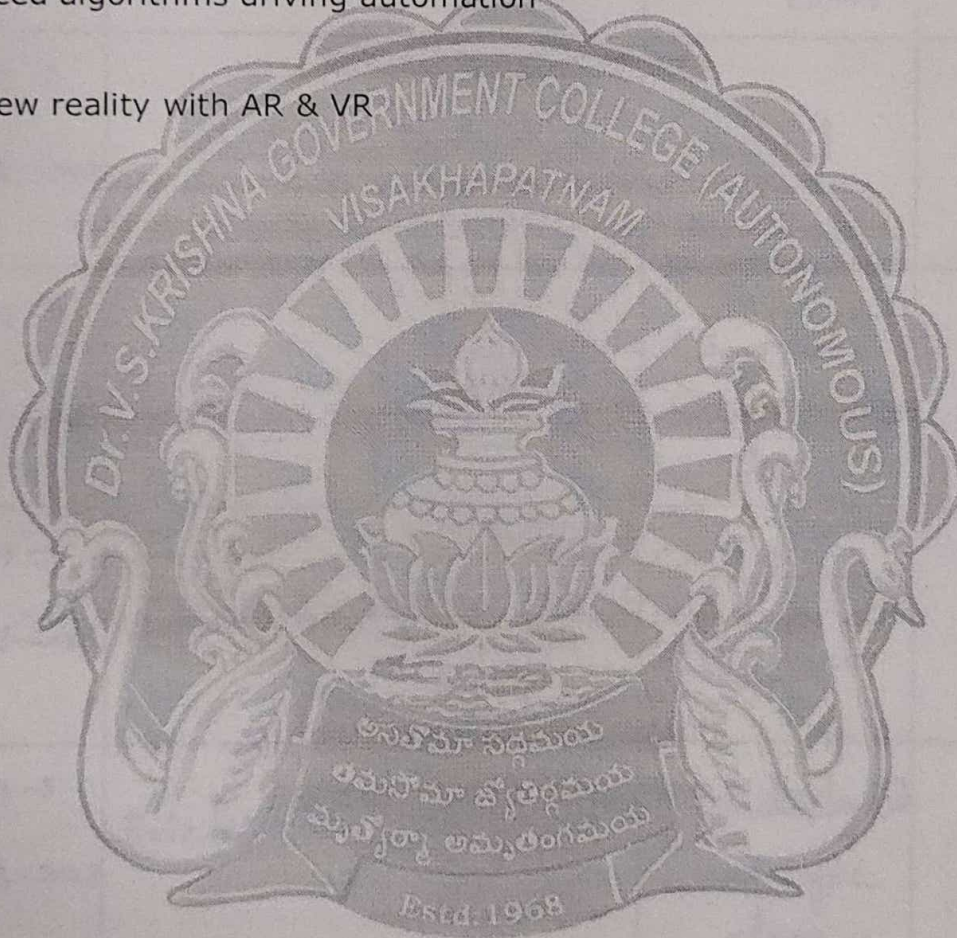
The customer demands for software are altering daily in the market, which has opened the sphere of innovation for organizations. While the new technologies being used today demand new skills and the assistance of skilled and experienced software engineers, the software engineers are working hard to learn 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 01-03-2023	Computer and its advantages	I have learned this class	
Day -2 02-03-2023	peripherals	Learned	
Day -3 03-03-2023	CPU and memory	Learned CPU, memory class	
Day -4 04-03-2023	Brief description about ROM	I understand this class	
Day -5 06-03-2023	Brief description about RAM	I understand RAM topic class	
Day -6 07-03-2023	RAM slots, Types, its speed and Capacity	well. I understand RAM types	

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

Objective of the Activity Done: Central processing unit

Detailed Report:

- Crucial Component of a Computer System
- Brain of the Computer because it performs most of the processing inside the system
- Function = the CPU carries out instructions from computer programs by performing basic arithmetic
- Core and threads is modern CPUs are typically multi-core, which means enhancing performance
- Clock speed is CPU performance is often measured by its speed.
- Cache is CPU's have built-in cache memory that stores frequently accessed data to reduce the time it.
- Instruction set Architecture
- Thermal Design Power
- over clocking
- Compatibility

ACTIVITY LOG FOR THE SECOND WEEK

Day & Date	Brief Description of The Daily Activity	Learning Outcome	Person In-Charge Signature
Day -1 08-03-2023	Explanation of FDD, HDD, CDD	Few doubts in this class	
Day - 2 09-03-2023	Explanation of mother board pannels	Remedy stand mother board pannels class	
Day -3 10-03-2023	Communication 1. Serial Communication 2. parallel Communication	I can understand this topic	
Day -4 13-03-2023	Hard disk and its partitions	I don't understand in this class	
Day -5 14-03-2023	Student doubt clarifi- cation class	Doubts clarified	
Day -6 15-03-2023	small questionnaire on Topics	Done	

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

Objective of the Activity Done: Communication

Detailed Report:

- Network Communication : Computers can communicate with each other over networks, such as area networks (LANs)
- protocols : Communication between computers often specific protocols, which are a set of rules and formats
- Data transmission = Data can be transmitted between computers in various formats, such as text, images, audio, video or binary data
- Sockets and ports = In network communication sockets and ports are used to establish connections between computers
- Client - server model
- APIs and web services = software systems
- Inter process communication
- Device communication

ACTIVITY LOG FOR THE THIRD WEEK

Day & Date	Brief Description of The Daily Activity	Learning Outcome	Person In-Charge Signature
Day -1 16-03-2023	Explanation of operating System	Some doubts clarified	
Day -2 17-03-2023	Types of operating System	Good, this class so useful	
Day -3 18-03-2023	Description about inside parts of the CPU	I understand doing CPU class	
Day -4 20-03-2023	Architecture about CPU 1) ALU 2) CU 3) Memory	Doubts clarified	
Day -5 21-03-2023	Viva on Completed Topics	Successfully Completed	
Day -6 23-03-2023	week test	Done	

WEEKLY REPORT
WEEK - 3. (From Dt..... to Dt.....)

Objective of the Activity Done:

⇒ Architecture about CPU

Detailed Report.

- Control unit = the Control unit manages the execution of instructions
- Arithmetic logic unit (ALU) = The ALU performs arithmetic operations of data, logical comparisons
- Registers = Registers are high-speed storage units located within the CPU
program Counter, Instruction register
Accumulator
- Memory management unit
- Caches = CPUs have multiple levels of cache memory and main memory (CPU)
- Instruction pipeline
- Bus interface unit = DBU and CPU for data transfer
- Instruction Set Architecture
- clock and Control signals

ACTIVITY LOG FOR THE FOURTH WEEK

Day & Date	Brief Description of The Daily Activity	Learning Outcome	Person In-Charge Signature
Day -1 24-03-2023	Microsoft office explanation	I understand Microsoft class	
Day -2 25-03-2023	class on notepad	Doubts clarified inflow class	
Day -3 27-03-2023	class on notepad with shortcuts	I understand notepad shortcuts	
Day -4 28-03-2023	class on word pad	I can understand	
Day -5 29-03-2023	class on word pad with shortcuts	word pad shortcuts understand	
Day -6 31-03-2023	visa on Completed Topics	successfully Completed.	

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

Objective of the Activity Done:

M.s office

Detailed Report:

- Collection of software programs that are widely used in various professional and personal settings
- Ms word: A word processing application used for creating and editing documents, spell-checking, tables
- Ms Excel: A spreadsheet program used for organizing, analyzing and manipulating numerical data
- Ms powerpoint: A presentation software used for creating slide shows, delivering presentations.
- Ms outlook: An email and personal information management, contacts, tasks.
- Ms Access: Database management
- Ms one note: users to create, organize, share notes

ACTIVITY LOG FOR THE FIFTH WEEK

Day & Date	Brief Description of The Daily Activity	Learning Outcome	Person In-Charge Signature
Day -1 01-04-2023	Hard disk partitions	I have understood	
Day - 2 03-04-2023	Communication	I have learned	
Day -3 04-04-2023	power supply [SMPS]	I have completely learned	
Day -4 05-04-2023	practice on notepad	Easily completed	
Day -5 06-04-2023	practice on wordpad	I have practice on wordpad so I learn	
Day -6 07-04-2023	Symptoms	I have completely practically	

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

Objective of the Activity Done:

SMT (Surface Mount Technology)

Detailed Report:

- SMT vs through-hole technology = SMT replaced the old through-hole technology, electronic components of PCBs
- Component packaging = SMT comes in various packages that are specifically designed for surface mounting
- Miniaturization and efficiency: SMT enables the miniaturization of electronic devices by reducing the size of components, PCB
- High Speed and high density and high-density circuit boards the close proximity of components reduces.
- Automated Assembly - SMT is highly compatible with automated assembly processes, making it suitable for mass production PCB
- Improved electrical performance.

ACTIVITY LOG FOR THE SIXTH WEEK

Day & Date	Brief Description of The Daily Activity	Learning Outcome	Person In-Charge Signature
Day -1 10-04-2023	Desktop environment class	Successfully listen and Learn	
Day - 2 11-04-2023	Desktop environment lab	practice on desktop	
Day -3 12-04-2023	MS word home practice	Completed	
Day -4 13-04-2023	MS word insert class-1	Learn Completely Class-1	
Day -5 15-04-2023	MS word insert class-2	Listen and learn this class	
Day -6 17-04-2023	MS word insert class-3	use in system Completed-	

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

Objective of the Activity Done:

Microsoft office

Detailed Report:

- processing application developed by microsoft as part of the ms office suite
- Document Creation: - Microsoft word allows you to create various types of documents
- Formatting and Styling: word offers a comprehensive set of formatting options to customize the appearance of your documents.
- page layout and design: word provides tools for managing page layout and design. you can set page margins.
- Collaboration and Reviewing: - word includes features for collaboration and reviewing documents.
- spell checking and grammar - word includes built-in spelling and grammar checking tools to help you identify
- templates and themes.
- mail merge
- Integration with other office apps.

ACTIVITY LOG FOR THE SEVENTH WEEK

Day & Date	Brief Description of The Daily Activity	Learning Outcome	Person In-Charge Signature
Day -1 18-04-2023	MS word insert lab-1	Practically Completed	
Day -2 19-04-2023	MS word insert lab 2	practice and learn	
Day -3 20-04-2023	User Creation user login	Creation on user login	
Day -4 21-04-2023	practice on user Creation login	practice on system	
Day -5 24-04-2023	MS word phase Setup Completed	Successfully practice and learn	
Day -6 25-04-2023	practice on phase Setup	I have successfully learn phase setup	

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

Objective of the Activity Done:

User Creation

Detailed Report:

- process of setting up for user accounts to grant individuals access.
- user account setup: to create a user account, an administrator, control panel, system preferences, command-line tools.
- user information - when creating a user account certain information is typically required, including the user's full name.
- user name :- unique identifier for the user within the system. it is used to log into the computer or network.
- password - used to authenticate the user's identity and secure the user account.
- user permission and privileges - During user creation
- user groups : user accounts can be organized into groups.

ACTIVITY LOG FOR THE EIGHTH WEEK

Day & Date	Brief Description of The Daily Activity	Learning Outcome	Person In-Charge Signature
Day -1 26-04-2023	User password policy class-1	Learned	
Day -2 27-04-2023	User password policy class-2	Theme Learned	
Day -3 28-04-2023	User password policy lab	Learned	
Day -4 29-04-2023	MS word view, design Section	Theme Learned	
Day -5			
Day -6			

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

Objective of the Activity Done:

Command of "Lusrmgr.msc"

Detailed Report:

- Microsoft Management Console (MMC) snap-in used accounts and groups on a local computer
- Accessing lusrmgr.msc! To open the "local users and groups" management console.
- User management allows you to manage local user accounts on the computer.
- Group management, you can manage local groups on the computer. Local groups are used to organize users and assign permissions to groups rather than individual accounts.
- Group membership - Enables you to manage the membership of users and groups within local groups you can add or remove users or groups
- Account policies - provides access to various account policies
- User rights assignment

ACTIVITY LOG FOR THE NINTH WEEK

Day & Date	Brief Description of The Daily Activity	Learning Outcome	Person In-Charge Signature
Day -1 02-05-2023	Ms word home button explanation	Home button on the system identified	
Day - 2 03-05-2023	practice on Ms word home button	practice on Ms word	
Day -3 04-05-2023	Insert tab inside tools-1, lab-5	practice on system and identified tools	
Day -4 05-05-2023	Insert tab inside tools-2, lab-6	practice on system inside tools	
Day -5 06-05-2023	Insert tab inside tools-3, lab-7	practice on system	
Day -6 08-05-2023	practice on lab-5	practice on lab	

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

Objective of the Activity Done:

Command of "secpol.msc"

Detailed Report:

- Accessing : To open the local security policy management console.
- * press windows key + R to open the run dialog box
- * Type "secpol.msc" in the run box
- * the window will open.
- Settings : provides a centralized interface to manage various, including but not limited to.
- Audit policies - Complete, others account-related security settings.
- security options, audit policies, local group policy
- security templates, policy configuration, security analysis
- group policy integration
- available on windows

ACTIVITY LOG FOR THE TENTH WEEK

Day & Date	Brief Description of The Daily Activity	Learning Outcome	Person In-Charge Signature
Day -1 09-05-2023	Practice on lab-6,7	using on inbuilt labim practiced	
Day -2 10-05-2023	User administration	Command Cusmgr.msc	
Day -3 11-05-2023	User Creation, user logons	Very understand on this topic	
Day -4 12-05-2023	User password creation	These mainly of system so I have learn	
Day -5 13-05-2023	practice on lab-8 user administration	practice on system learn	
Day -6 15-05-2023	Password policy on windows part-1	practice on system create on password	

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

Objective of the Activity Done:

"Group policies" (gpedit.msc)

Detailed Report:

- Centralized management, group policies provide a centralized method for administrators to manage and enforce.
- user and computer settings.
- Configuration Customization, allow administrators to customize a wide range of settings.
- policy inheritance : organized in a hierarchical structure, allowing policies
- policy enforcement : Applied during system startup user login and at regular intervals.
- Group policy templates = Contains the actual settings and configuration for group policies.

ACTIVITY LOG FOR THE ELEVENTH WEEK

Day & Date	Brief Description of The Daily Activity	Learning Outcome	Person In-Charge Signature
Day -1 16-05-2023	password policy on windows part-2	password at learn	
Day -2 17-05-2023	lab-9, on password policy part-1	learn password policy-1 how changed	
Day -3 18-05-2023	lab-10, on password policy part-2	learn password policy-2 Configuration	
Day -4 19-05-2023	User rights assignments part-1	Learn user rights-1 window Components	
Day -5 20-05-2023	User rights Assignments part-2	Learn Control Panel	
Day -6 22-05-2023	User rights assignments part-3	learn and Completed assignment	

WEEKLY REPORT
WEEK - 11. (From Dt. to Dt.)

Objective of the Activity Done:

"Group policies"

Detailed Report:

- Resultant set of policy = The Resultant set of policy is a tool that allows administrators to analyze the effect.
- Group policy preference = provide additional flexibility in managing settings and configurations.
- filtering and Targeting = Filtered and targeted to specific users, groups, or computers within active directory environment.
- Loop back processing = Loop back processing is a group policy feature.
- Settings = while additional settings, its important to note that some settings can only be configured.
- Group policy modeling and group policy results
∴ Administrators can use the group policy modeling and group policy results wizards in the GPMC

ACTIVITY LOG FOR THE TWELVETH WEEK

Day & Date	Brief Description of The Daily Activity	Learning Outcome	Person In-Charge Signature
Day -1 23-05-2023	tab-11,12,13, rights part -1 -2 -3	practice and learn user rights	
Day -2 24-05-2023	ms word draw, design new tabs, ms word page setup complete	practice successfully	
Day -3 25-05-2023	practice on page setup and its inner tabs, ms word layout	practice on page setup easily	
Day -4 26-05-2023	Group policy part-1,2,3	practice and learn	
Day -5 27-05-2023	practice on group policy part -1,2	learn group policy	
Day -6 29-05-2023	practice on group policy part -3,4	Learn group policy success.	

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

Objective of the Activity Done:

Group policies

Detailed Report:

- Extensions :- additional client-site extensions (CSEs) these extensions provide additional settings and Configuration.
- Group policy Central store :- Centralised location where administrators can store and manage administrative template files
- Level Targeting :- for fine-grained targeting of settings through item-level. This feature enables administrators to apply preferences based on various conditions
- Remote Systems :- Administrators can manage group policies from their local machines by installing the Remote System administration tools (RSAT)
- Backup and Restore :- ensure reliability in case of a accidental deletion.

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**.

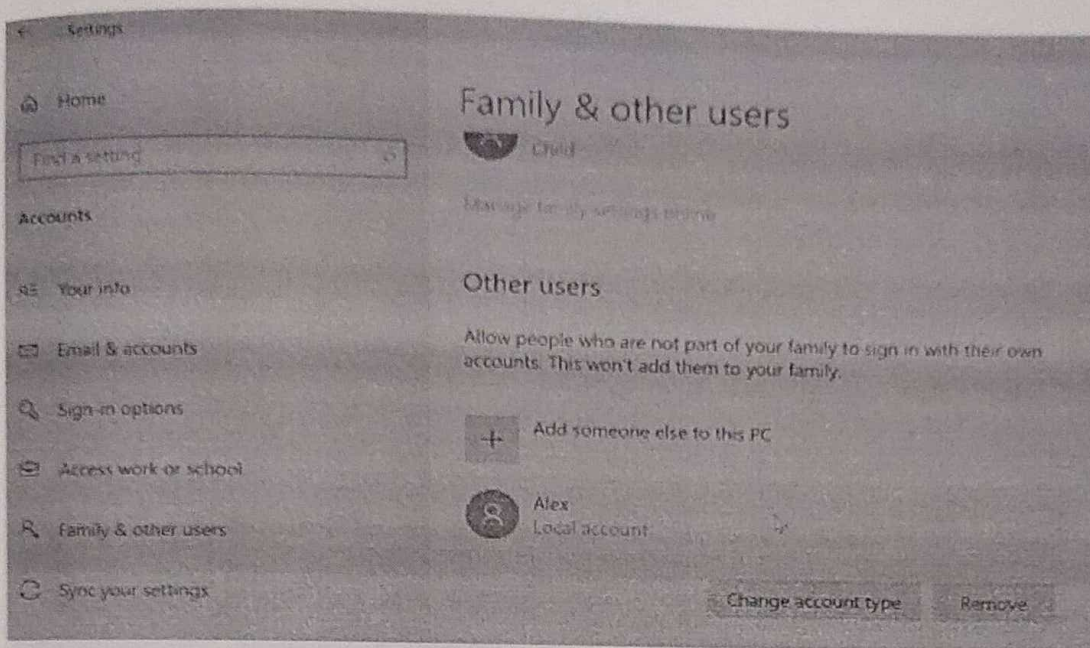
Open Settings and create another account

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

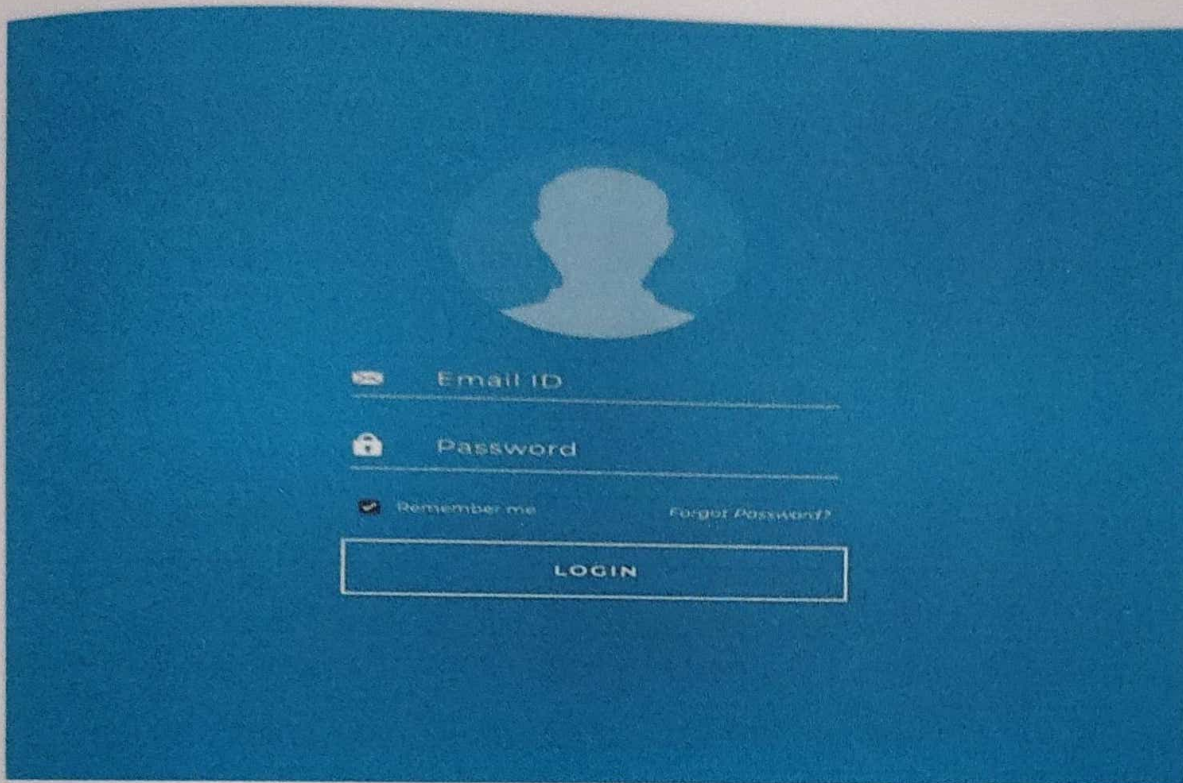
Change a local user account to an administrator account

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.



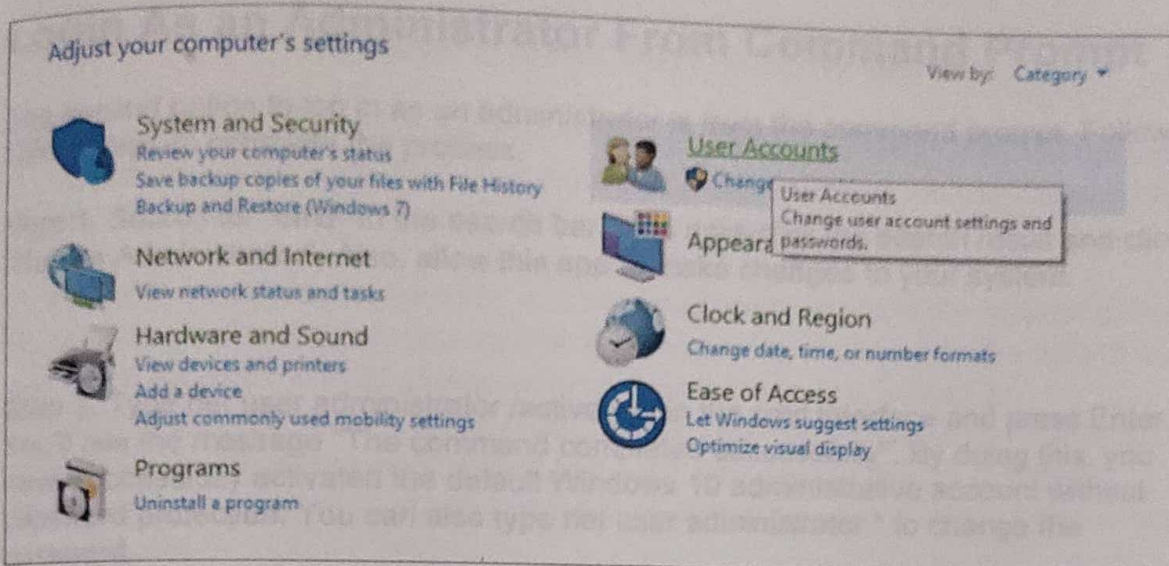
Windows 10 asks to set up an administrator account after a successful installation. After this, an administrator account can create more "administrator" or "standard" accounts. If you're using Windows 10, and want to log in as an administrator to make necessary changes, you're on the right page. This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

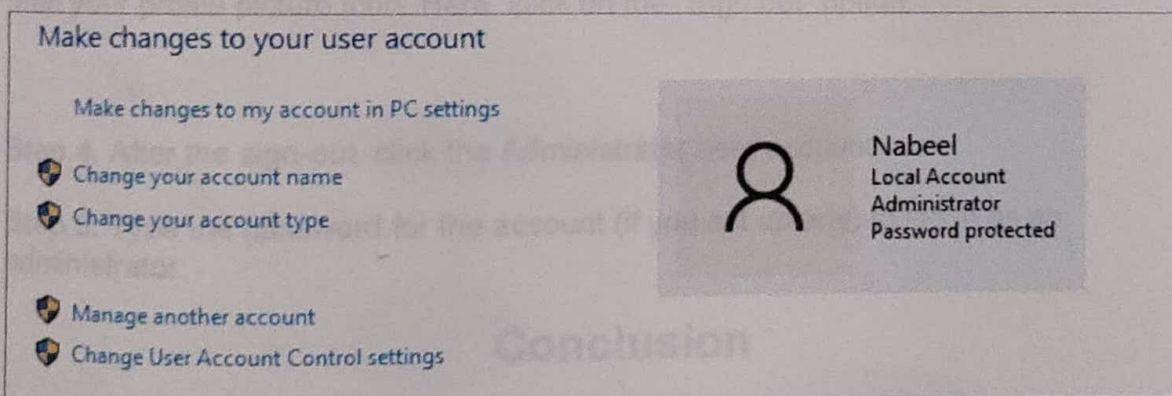
Step 1. Open Control Panel by typing "Control Panel" in the Windows 10 search bar.

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:

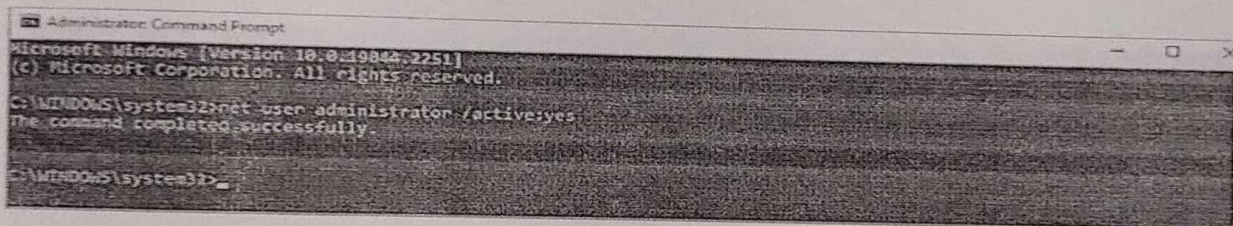
- Click on your current profile
- Select "Change the account type"
- Click the "Administrator option"
- Enter the admin password when prompted

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.



```
Administrator: Command Prompt
Microsoft Windows [Version 10.0.19844.2251]
(c) Microsoft Corporation. All rights reserved.
C:\WINDOWS\system32>net user administrator /active:yes
The command completed successfully.
C:\WINDOWS\system32>
```

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

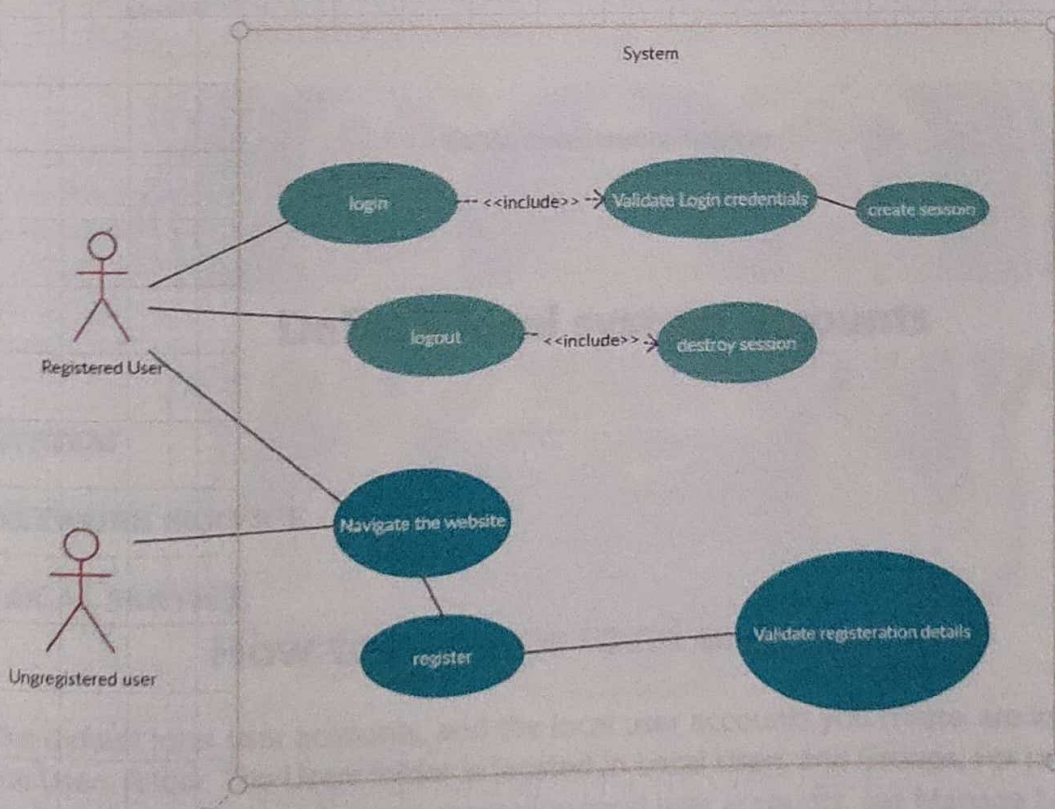
Local user accounts are stored locally on the device. These accounts can be assigned rights and permissions on a particular device, but on that device only. Local user accounts are security principals that are used to secure and manage access to the resources on a device, for services or users.

Default local user accounts

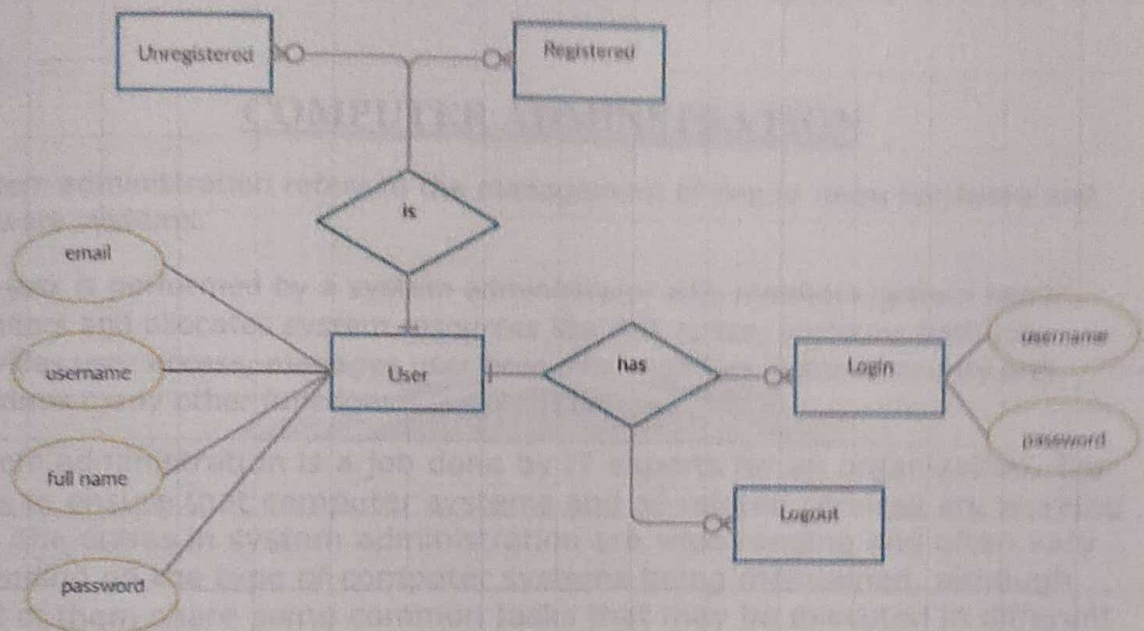
The *default local user accounts* are built-in accounts that are created automatically when the operating system is installed. The default local user accounts can't be removed or deleted and don't provide access to network resources.

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:

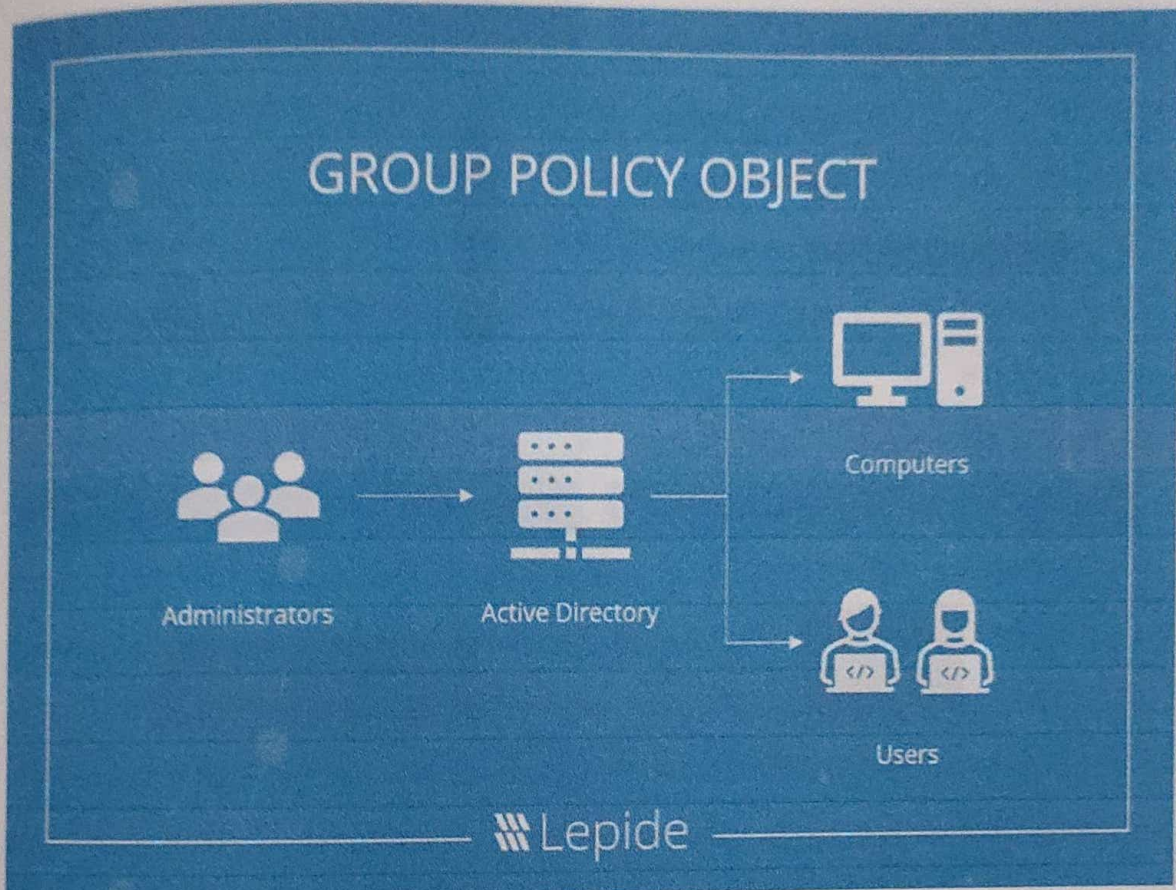
- **Account Policies.** These policies are defined on devices; they affect how user accounts can interact with the computer or domain. Account policies include the following types of policies:
 - **Password Policy.** These policies determine settings for passwords, such as enforcement and lifetimes.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

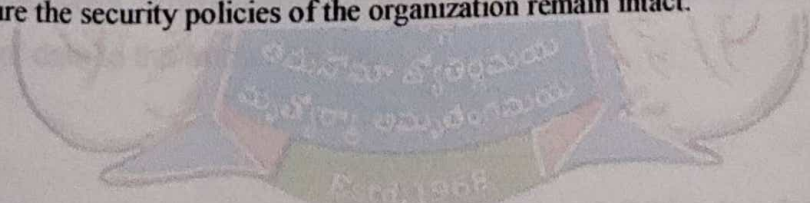
Note

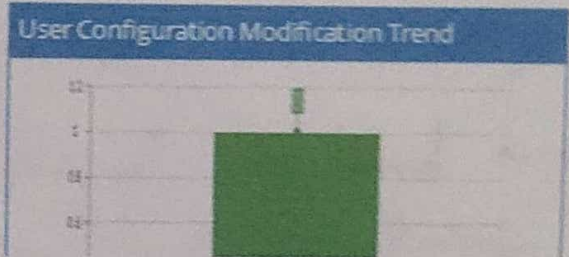
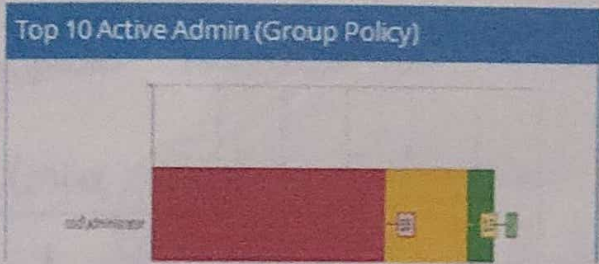
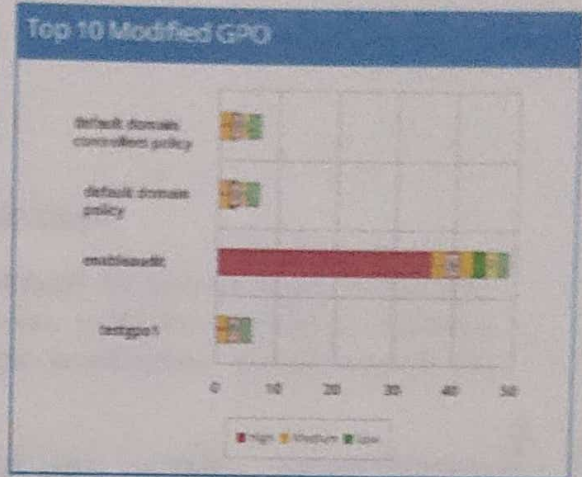
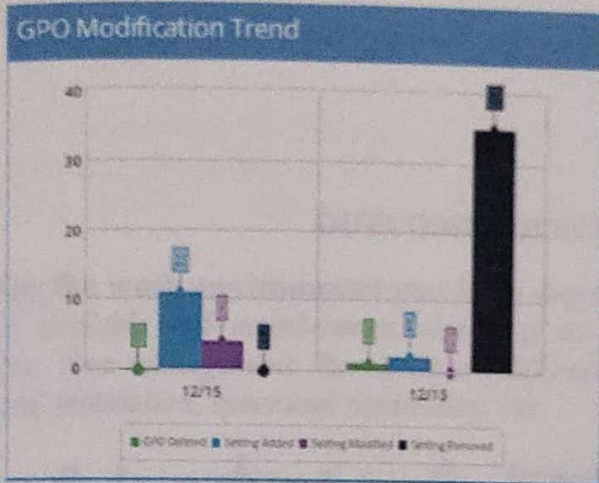
For devices running Windows 7 and later, we recommend to use the settings under Advanced Audit Policy Configuration rather than the Audit Policy settings under Local Policies.

- **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.)

- people interactions: A supportive work environment to this positive interactions promotes open communications
- facilities and maintenance: A well maintained and organized work space is important for productivity.
- clarity of Job roles: Clear job roles and help employees goals
- protocols procedures processes

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

- programming and software developments: I am an expert with programming languages such as Python, Java, C++, Java Script.
- web development: HTML, CSS, Java, script, as well as backend frameworks and libraries like react angular
- database management
- networking and IT Infrastructure.

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.)

- planning and organizing — managers need to be skilled in creating strategic plans setting goals and organizing resources to achieve objectives
- Leadership — effective managers inspire and motivate their teams towards a common goal.
- Team work and Collaboration: managers should encourage team work and foster a collaborative work environment
- Behaviour and professionalism

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.,)

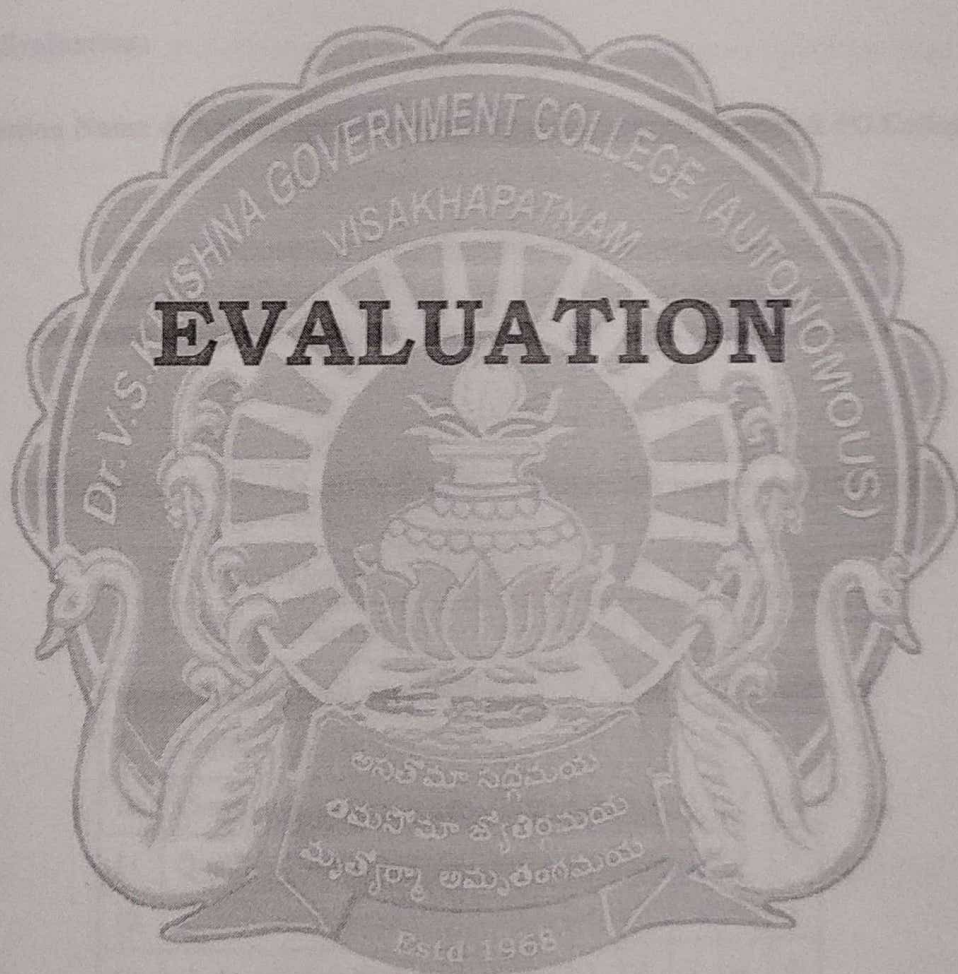
- Oral Communication
 - practice active listening: pay attention to other
 - maintain eye contact and show genuine interest in what they are saying
 - * Speak clearly and concisely
 - * use effective body language. seek language seek feedback.
- Written Communication → conversational obstacles.
- Confidence and assertive management

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

- Active listening: practice active listening by paying full attention to other during group discussion.
- Empathy and respect: Cultivate empathy and respect for your team members ideas plans and contributions.
- Time management: Be mindful of time constraints during group discussion.
- Problem-solving skills.

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

- Natural language processing: NLP has significantly advanced enabling machines to understand.
- Deep learning: Deep learning a subset of machine has experienced remarkable advances
- Generative adversarial networks (GANs) are a class of machine learning models that are capable of generating synthetic data that closely resemble real data
- Cloud Computing
- Reinforcement learning.



EVALUATION

Student Self-Evaluation of the Semester Internship

Student Name: KAVALA LOVARAJU

Registration Number: 20203045

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:

K. Lovaraju
Signature of the Student

Evaluation by the Supervisor of the Intern Organization

Student Name: KAVALA LOVARAJU

Registration Number: 20203045

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.

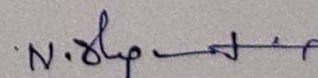
Name & Address of the Supervisor with Mobile Number:

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

POTENTIAL ASSESSMENT STATEMENT
(To be used by the students / candidates / organization)

Name of the Student / Candidate / Organization

Programme of Study

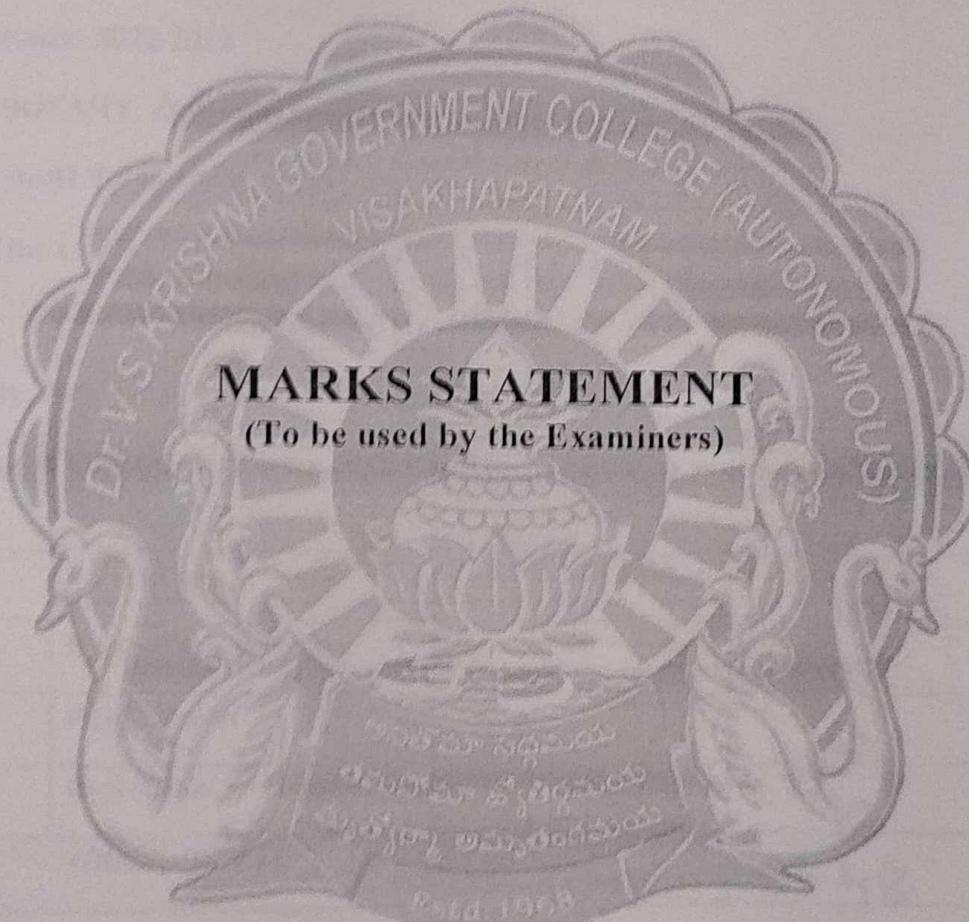
Year of Study

Page No.

Register No.

Name of the

Examiner



MARKS STATEMENT
(To be used by the Examiners)



INTERNAL ASSESSMENT STATEMENT
(Assessment by the industry / enterprise / organisation)

Name of the Student: KAVALA LOVARAJU

Programme of Study: BZC

Year of Study: 2022-2023

Group: BOTANY, ZOOLOGY, CHEMISTRY

Register No/H.T. No: 20203045

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	18
3.	Project Report	10	10
4.	Presentation	10	10
GRAND TOTAL		50	48

Date: 31/5/23

4
Sign. of the
HR Manager/Head of the Division



EXTERNAL ASSESSMENT STATEMENT
(To be used by the Examiners)

Name of the Student: KAVALA LOVARAJU

Programme of Study: BZC

Year of Study: 2022-2023

Group: BOTANY, ZOOLOGY, CHEMISTRY

Register No/H.T. No: 20203045

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:

K.V. Lakshmi

11/11/23
LECTURER IN BOTANY
Dr. V. S. Krishna Govt Degree College
Visakhapatnam

2. Internal Expert:

[Signature]

LECTURER IN BOTANY
Dr. V. S. Krishna Govt Degree College
Visakhapatnam

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

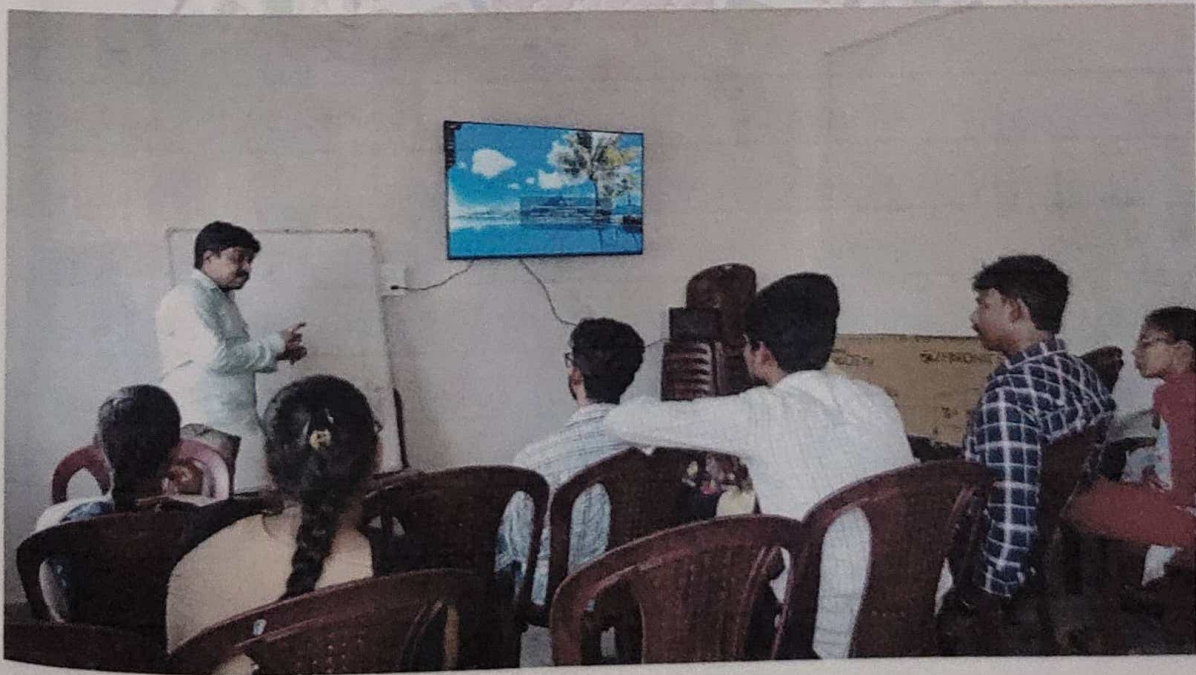
[Signature]
M. G. G.

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

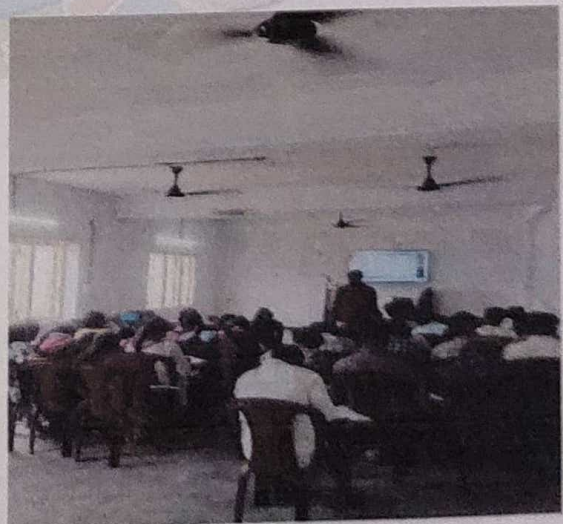
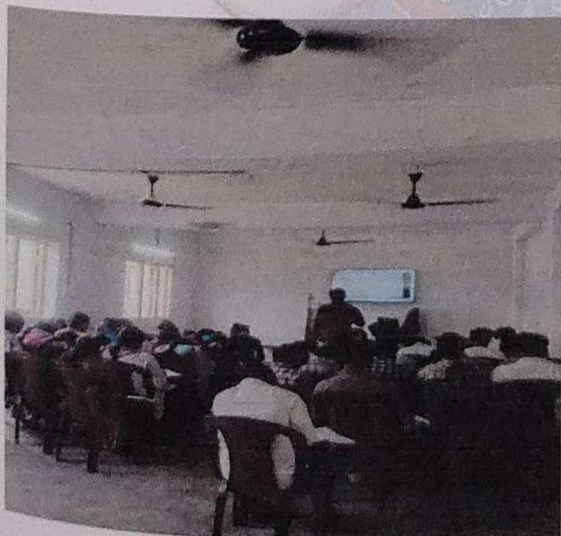
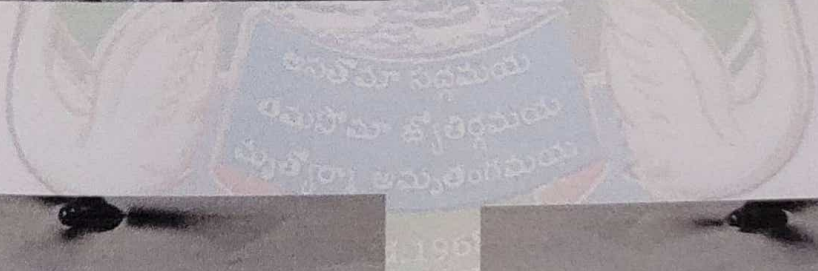
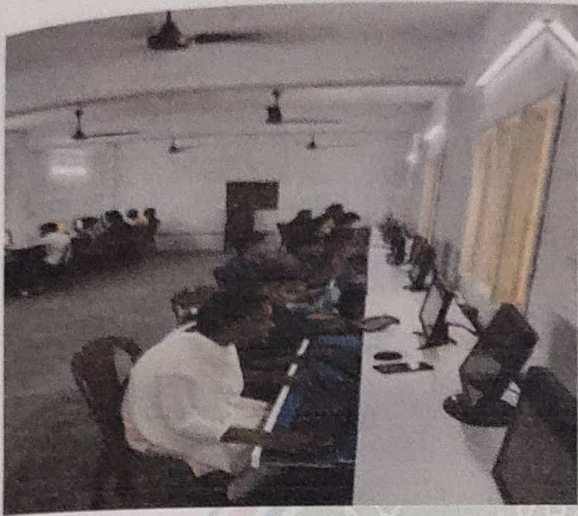
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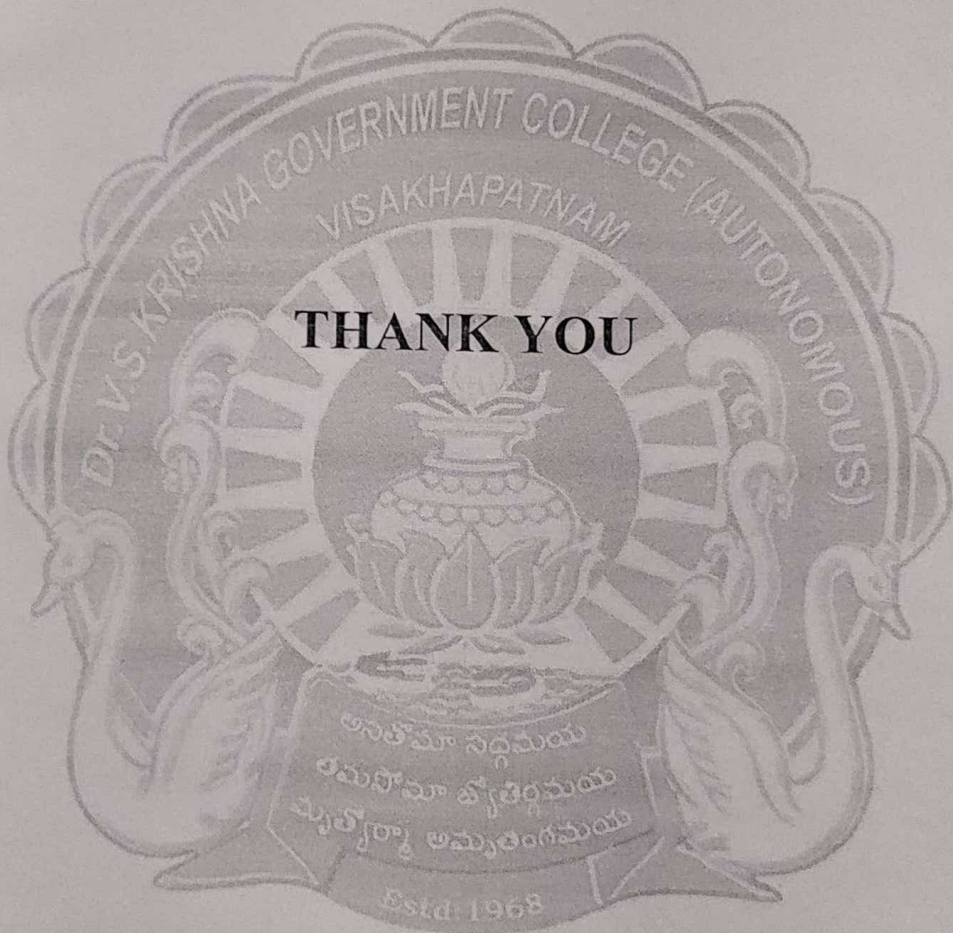
DEPT. OF CHEMISTRY
Dr. V. S. KRISHNA GOVT. DEGREE COLLEGE
VISAKHAPATNAM-13

Photographs









THANK YOU