

MANONMANIAM SUNDARANAR UNIVERSITY

(Accredited in the third cycle with A grade by NAAC)

Tirunelveli– 627 012.



INTERNSHIP REPORT

Submitted by

NAME:

REGNO:

COURSE: M.A.ENGLISH

YEAR & SEM: IIYEAR – THRID SEMESTER

DEPARTMENT OF ENGLISH

INSTRUCTIONS FOR FIELD WORK REPORT SUBMISSION

1. **Report Objective:** The field work report should showcase your practical understanding of the acquired skills through internship in the field concerned.
2. **Selection of Field:** Choose any one of the following field and make a detailed report on the experiences encountered. (Eg: Teaching, Copy writing, Editing, Translation, Journalism, Law offices, etc.)
3. **Data Collection:** Focus on credibility, sourcing, and maintaining integrity in your information gathering. Create contact and maintain relationship with the students, Trainers, Field Proficient Experts and make a report on the enhancement of the expertise in the relevant field.
4. **Report Structure:**
 - **Introduction:** Introduce your topic and explain its relevance.
 - **Body:** Present your findings in a structured, with sections like Background, Findings and Experiences.
 - **Conclusion:** Summarize the key insights and suggest any follow-up angles for further investigation.
5. **Appendix:**

Add Geotagged photos and pictures relevant to your internship.
6. **Word Count and Format:** The report should be 1500–2000 words. Use a professional font (e.g., Times New Roman, 12 pt.), with double-spacing and proper margins.
7. **Submission:** Submit a hard copy to the course coordinator, ensuring it follows the report structure and formatting requirements.
8. **Plagiarism Check:** Adhere to academic integrity guidelines. Reports found with plagiarized content will be disqualified.
9. **Contact for Clarification:** If you have any questions, contact the course coordinator at [prof.pvm.english@gmail.com].

Please approach this field work as a real-world application of the skills you've developed in the respective field.

Ensure your intern experience with Joy!

INTERN'S PROFILE

Name :

Register Number :

Programme : M.A.English

Period of Study :

Contact Address &

Phone No :



Address of the Training

Organisation :

Programme Incharge
Department of English
Manonmaniam Sundaranar University
Tirunelveli – 12.

PERIOD OF INTERNSHIP

From: ----- To: -----

Departments in which the Intern under went training

Department	Period

Signature of the Officer
(With seal)

REMARKS OF THE OFFICER

Signature of the Officer
(With seal)

INTERNSHIP CONTENT

DEPARTMENT:

DATE:

Signature of the Officer
(With seal)

CONSOLIDATED INTERNSHIP REPORT BY THE INTERN

INTERN'S CERTIFICATE

Signature of the Officer
(With seal)