B.Tech Summer Internship 2015

Oriented

by

Manoj Kumar Raut
Assistant Professor
DA-IICT, Gandhinagar
Overview

- Industrial or Research Internship.

- PC333: B.Tech. Industrial Internship
  PC334: B.Tech. Research Internship

- P/F course.

- On/Off campus.

- Six to Eight weeks starting no earlier than 11 May 2015 and ending no later than 10 July 2015.
Overview (Cont.)

- Correspondence with the coordinator through e-mail:
  bsi_2015@daiict.ac.in.

- All submissions through Internship Management System (IMS).
  https://uspmes.daiict.ac.in

- Training/apprenticeship will not be considered as internship.

- Allocations cannot be altered.

- Group research internship permitted with group size not exceeding three.
Process-The hunt

● Hunt for internship positions.

  – Approach the organisation/person in a professional manner (polite, non-SMS/chat language, no emotions, institute e-mail account)
  – Learn as much as you can about the position/person and use this knowledge to customize the cover letter.
  – Don't forget to attach your resume (containing only the relevant information) with your application.
  – Do not ignore any offers; write a letter of acceptance or withdrawal.
Process-The hunt (Cont.)

- Hunt for internship positions.
  - Do not be in a hurry to remind about your application.
  - If the offer is contingent upon a letter from the institute then such a letter may be obtained from the BSI coordinator.
  - Request for such a letter should be made by sending an e-mail to bsi_2015@daiict.ac.in
  - Your request should clearly mention to whom the letter should be addressed to and your preferred internship start and end dates.
Process-Registrations

- Register for the appropriate internship in the IMS.
  - In addition, register through e-campus for the appropriate course.
  - If the internship is off campus then you should not register for any other course offered during Summer 2014-15 semester.
  - All process related to the IMS will be communicated through e-mail as and when needed.
Process-Offer Confirmation

- Submit a copy of the internship offer letter/e-mail within ONE week of the internship start date.

- Provide contact details of the mentor within ONE week of the internship start date.
Process-The Work

- Submit a copy of the proposed work plan within two weeks of the internship start date.
- Maintain a log of the work being done during the internship.
- Should not take any leave other than those announced by the organisation.
- Follow the rules and regulations of the organisation.
Process-The evaluation

- Internship report and poster presentation examined by a panel.
- Certificates/Cash prize for outstanding internship(s).
Deadlines

- Registration (on IMS)- 8th May 2015
- Internship offer letter and other mentor related information-Within 1 week of the start date
- Proposed work-Within 2 weeks of the start date
- Internship report, course feedback-10th July 2015
- Poster presentation-17th July 2015
- Declaration of result-21st July 2015
Thank you